



# **AGENDA**

## **BOARD OF TRUSTEES REGULAR MEETING**

**January 21, 2026  
4:00 PM**

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

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

**January 21, 2026**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Houston City College will be held on Wednesday, January 21, 2026 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 November and December 2025

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

**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 Texas Children's Hospital
2. Acceptance of Donated Item by Karen L. Schmidt
3. Acceptance of Donated Item by Riley Jefferson
4. Acceptance of Donated Item by Dr. Helen Graham
5. Approve HCC Board Goals for 2025-2026
6. Monthly Investment Report, Financial Statement and Budget Review for November 2025
7. Approval of FY2027 Budget Guiding Principles

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

- A. Personnel Agenda - Faculty
- B. Full-Time Executive Administrator Employee Contracts
- C. Election of Board Officers for 2026

**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. Real Estate Opportunities Update

**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. Appendix - No Action Required**

**CERTIFICATE OF POSTING OR GIVING NOTICE**

On this **15th day of January 2026**, 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 City College, 3100 Main, First Floor, Houston, Texas 77002 and (2) the Houston City College's website: [www.hccs.edu](http://www.hccs.edu).

Posted By:

---

Sharon R. Wright  
Director, Board Services

# ACTION ITEM

Meeting Date: January 21, 2026

Approval of Minutes

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

## RECOMMENDATION

Approve meeting minutes for November and December 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 November and December 2025:

### November:

- Academic and Student Affairs Committee on November 5, 2025
- Audit Committee on November 5, 2025
- Board Governance Committee on November 5, 2025
- Committee of the Whole on November 5, 2025
- Marketing Committee on November 5, 2025
- Special Meeting on November 5, 2025
- Special Meeting on November 17, 2025
- Regular Meeting on November 19, 2025

### December:

- Academic and Student Affairs Committee on December 3, 2025
- Audit Committee on December 3, 2025
- Committee of the Whole on December 3, 2025
- Marketing Committee on December 3, 2025
- Regular Meeting on December 3, 2025
- Special Meeting on December 23, 2025

## FISCAL IMPACT

None

## LEGAL REQUIREMENT

In accordance to Board Bylaws, Article G, Section 9

## STRATEGIC ALIGNMENT

1. Student Success

**ATTACHMENTS:**

Description	Upload Date	Type
Draft Minutes - November 2025	1/13/2026	Attachment
Draft Minutes - December 2025	1/13/2026	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**

**November 5, 2025**

**Minutes**

The Academic and Student Affairs Committee of Houston City College Board of Trustees met on Wednesday, November 5, 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  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Kathleen Anzivino for Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
Karen Schmidt, Executive Director, HCC Foundation  
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 1:30 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: Cheben and Tamez)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Board.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**MILITARY EDUCATION UPDATE**

Dr. Ford Fisher noted that the item provides an update regarding the Military Education Program and apprised that Dr. Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer, would provide the overview.

Dr. Perez introduced retired Lt. Robert Glover and provided an overview consisting of the following:

- Military Education Program Accomplishments
- Military Education and ROTC Co-enrollment
- Military Education Spring 2026 Intermediate Targets
- Military Education Long-Range Targets

Trustee Cheben referenced the opportunity to develop unique pathways and inquired about the feasibility of establishing some of those pathways. He noted the importance of considering available services in preparation for the curriculum review. Lt. Glover apprised that multiple pathways exist and noted that students in certain academic majors would align with those pathways. He noted that relationships are being established to ensure collaboration.

**VETERANS AND INTERNATIONAL STUDENT SERVICES UPDATE**

Dr. Ford Fisher noted that the item highlights strategies for support provided to veterans and international services and apprised that Dr. Lisa Alcorta, Vice Chancellor, Student Services, would provide the overview.

*(Trustee Richart joined the meeting at 1:38 p.m.)*

Dr. Alcorta provided an overview of the following:

- Leadership Team
- Military-Affiliated Students by Category
- Fall to Fall Enrollment by Military Status
- Veteran Enrollment Count by Academic Year

- Top 10 Academic Programs for Veterans (2024-2025)
- Veteran Student Award Counts Comparison for Academic Years 2022-2023 & 2023-2024
- Announced Veterans Day Celebration - November 10, 2025
- International Student Services Update:
- F-1 Student Services Provided

### **CONTINUING EDUCATION UPDATE**

Dr. Ford Fisher noted that the item provides outcome data regarding Continuing Education and apprised that Dr. Norma Perez would provide the overview.

Dr. Perez acknowledged the staff of the Continuing Education Program and presented the following highlights:

- Continuing Education and Centers of Excellence
- Continuing Education Enrollment by Academic Year Overall (CE Awards Only)
- Continuing Education Enrollment by Academic Year and COE
- Continuing Education Completions by Academic Year and COE
- Recent Trends
- AY 2026 Focus Monitoring Impact of Connect 2 Workforce

Trustee Cheben referenced Slide 6 and noted a significant gap between enrollment and completion. He inquired about the factors contributing to the increase. Dr. Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, noted that the public safety program is one of the contributing factors to the gap. She apprised that some students enroll in one or two courses to enhance their careers. Dr. Burrige further noted that efforts are focused on ensuring that the award pathway is cohesive.

Trustee Cheben expressed appreciation to the Veterans and staff members providing services and support to students.

### **ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 1:49 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

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

**November 5, 2025**

**Minutes**

The Audit Committee of Houston City College Board of Trustees met on Wednesday, November 5, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Pretta VanDible Stallworth, Committee Chair (via Videoconference)  
Monica Richart, Committee Member  
Sean Cheben  
Adriana Tamez

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Kathleen Anzivino for Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
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, LL

**CALL TO ORDER**

Dr. Pretta VanDible Stallworth, Committee Chair, called the meeting to order at 2:02 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: Tamez, and VanDible Stallworth)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Committee.

(Trustee Richart joined the meeting at 2:04 p.m.)

(Trustee Cheben joined the meeting at 2:04 p.m.)

**TOPICS FOR DISCUSSION AND/OR ACTION**

Dr. VanDible Stallworth apprised that the agenda would be taken out of order and noted that Item D would be heard prior to Item A. She noted that the reports for Items B and C would be received into the record as provided in the agenda material.

**REPORT ON QUARTERLY CONTROL AND COMPLIANCE ATTESTATION**

Dr. Nicole Montgomery, General Counsel, noted that there were no items to report for the quarterly control and compliance attestation.

**ENTERPRISE RISK MANAGEMENT ANNUAL REPORT**

Dr. Ford Fisher noted that the item provides an overview of Enterprise Risk Management and noted that Bob McCracken, Vice Chancellor, Administration and Operations, would provide an overview.

Mr. McCracken provided a report on the following:

- Enterprise Risk Management Cycle
- Risk Identification to include 10 reports over the past fiscal year
- Risk Treatment Matrix
- 2025 Annual ERM Assessment Key Events
- Higher Education Benchmark Data
- ERM Assessment 2025 Top 10 with History (2019-2025)
- Risk Reporting Schedule

Dr. VanDible Stallworth noted that the management system was established to ensure that risks are appropriately monitored. She apprised that the risk management components should align with the budget development process.

**BEHAVIORAL INTERVENTION AND THREAT ASSESSMENT - RISK 8**

The report was accepted as submitted to the Board.

**INTERNAL AUDIT STATUS REPORT**

The report was accepted as submitted to the Board.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 2:15 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

DRAFT

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

**November 5, 2025**

**Minutes**

The Board Governance Committee of Houston City College Board of Trustees met on Wednesday, November 5, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

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

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Kathleen Anzivino for Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
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 Member, called the meeting to order at 2:31 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, Richart, and Tamez)*

**HEARING OF THE CITIZENS**

No citizens signed up to speak before the Committee.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**OVERVIEW OF SENATE BILL 37 AND IMPLEMENTATION PLAN**

Melissa Mihalick, Board Counsel, provided an overview of Senate Bill 37 (SB 37) as follows:

- Components of SB37
  - Governance
  - Curriculum
  - Faculty Senate
  - Employees
- Administrator's Employment
- Administrator's Evaluations
- Faculty Grievances and Discipline
- Curriculum Review (Comprehensive Review of General Education Curriculum)
- Curriculum Review Content Appropriate
- Curriculum Review Committee (CRC)
- Review of Degrees and Certificates
- Timeline for Policy Approval

**ADJOURNED TO CLOSED SESSION**

Trustee Monica Richart adjourned the meeting to Executive Session at 2:47 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 Monica Richart 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 Monica Richart reconvened the meeting in Open Session at 3:36 p.m. and entertained any motions on pending matters.

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

**APPROVE PROPOSED REVISIONS TO SB 37-RELATED POLICY: BF (LOCAL) CHIEF EXECUTIVE OFFICER: EMPLOYMENT**

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

Dr. Nicole Montgomery, General Counsel, noted that two members of the Board would serve on the committee should the Board choose to appoint a committee.

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

**APPROVE PROPOSED REVISIONS TO SB 37-RELATED POLICIES: BFA (LOCAL) AND DLA (LOCAL)**

Trustee Richart noted that Item C was pulled.

**APPROVE PROPOSED REVISIONS TO SB 37-RELATED POLICIES: DMAA (LOCAL) AND DMAB (LOCAL)**

Trustee Richart noted that Item D was pulled.

Trustee Richart noted that the reports pertaining to Items E through H were accepted into the record.

The following were accepted into the record:

- Report on SB 37 Policy: DC (Local) Employment Practices
- Report on SB 37 Policy: EFAA (Local) - Academic Courses
- Report on SB 37 Policy: DGBA (Local) Employee Grievances
- Report on SB 37 Policies: DIAA (Local) And DIAB (Local)

Dr. Montgomery noted that the proposed policies pertaining to DC (Local), EFAA (Local), DGBA (Local), DIAA (Local), and DIAB (Local) would be presented for approval to the Governance Committee in December.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 3:38 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**

**November 5, 2025**

**Minutes**

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, November 5, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Laolu Davies, Vice Chair  
Sean Cheben, Secretary  
Monica Richart  
Adriana Tamez  
David Wilson

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Kathleen Anzivino for Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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 Laolu Davies, Vice Chair, called the meeting to order at 4:00 p.m. and declared the Board convened to consider matters of Houston Community College as listed on the duly posted Meeting Notice.

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

**HEARING OF THE CITIZENS**

No citizens signed up to speak before the Board.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**MONTHLY INVESTMENT REPORT, FINANCIAL STATEMENT AND BUDGET REVIEW FOR SEPTEMBER 2025**

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

Dr. Ford Fisher noted that the item is to accept the Investment Report, Financial Statement, and Budget Review for September 2025 and apprised that Bob McCracken, Vice Chancellor, Administration and Operations, would introduce the report and entertain questions.

Trustee Davies requested a scenario comparing budgeted versus actual figures regarding trend investments in relation to the decline. Ms. Dawn Stephens, Interim Associate Vice Chancellor for Finance and Accounting, noted that a report could be provided at the next meeting.

Vote – The motion passed with a vote of 5-0, with Trustees Davies, Cheben, Richart, Tamez, and Wilson in favor.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 4:06 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

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

**November 5, 2025**

**Minutes**

The Marketing Committee of Houston City College Board of Trustees held a meeting on Wednesday, November 5, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

David Wilson, Committee Chair  
Adriana Tamez, Committee Member  
Sean Cheben, Alternate Committee Member  
Laolu Davies  
Monica Richart

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Kathleen Anzivino for Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
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 3:38 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: Richart, Tamez, and Wilson)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Committee.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**STRATEGIC COMMUNICATIONS AND MARKETING**

Dr. Ford Fisher noted that the item provides an update on the Strategic Communications and Marketing efforts and apprised that Dr. Rima Adil, Interim Vice Chancellor, Communications, would provide an overview.

Dr. Adil provided an overview of the following:

- Brand Rollout
- Media Coverage
- Social Media
- Student Sentiments
- Website Redesign Update
- Key Performance Indicators Year-Over-Year
- HCC TV Plan
  - History of HCC-TV
  - Scope of Services
  - Key Performance Indicators (KPIs)
  - Alignment with Strategic Goals
  - Reimagining HCC-TV: New & Future Programming
  - Host Auditions
  - Exploring Funding Sources
  - Next Steps

(Trustee Cheben joined the meeting at 3:45 p.m.)

- Dynamo Partnership
- Student Impact & Engagement Highlights
- Stadium Signage
- New Initiatives

Houston City College  
Marketing Committee – November 5, 2025 – Page 3

- Community Outreach & Engagement Shared Calendar
- HCC Student App
- Promo Pack – Branded & Ready

Trustee Cheben referenced that there has been an uptick in participation in the Houston Reconnect and Connect 2 programs and noted that he would like an update on the outcomes associated with these components.

Trustee Richart noted that television viewership has changed and inquired how the college tracks these trends. Todd Duplantis, Interim Executive Director of Communications and Marketing, apprised that upon his arrival, the college shifted to more internet-based platforms. He noted that programming is first rolled out on social media, followed by other platforms.

(Trustee Davies joined the meeting at 3:54 p.m.)

Dr. Ford Fisher noted that one way the College engages with various markets is through labor market data that targets specific geographic districts.

Trustee Wilson inquired about the trigger point for changing the target market and noted that he would like to see a market analysis based on demand conducted for each district. Dr. Ford Fisher apprised that labor market data serves as the primary driver and asked Dr. Lutricia Harrison, President of Coleman College, to provide an overview of the efforts undertaken by Coleman College regarding healthcare programs. Dr. Harrison noted that labor market data is reviewed, and decisions regarding program expansion to other locations are based on demand.

Trustee Wilson inquired about how facilities are factored in, particularly in cases where sufficient space is not available. Dr. Ford Fisher noted that facilities and program retrofits are currently under review.

#### **ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 3:59 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

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

**November 5, 2025**

**Minutes**

The Board of Trustees of Houston City College held a Special Meeting on November 5, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Laolu Davies, Vice Chair  
Sean Cheben, Secretary  
Renee Patterson  
Monica Richart  
Adriana Tamez  
David Wilson

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Kathleen Anzivino for Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
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 Laolu Davies, Vice Chair, called the meeting to order at 4:16 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, Richart, Tamez, and Wilson)*

### **HEARING OF THE CITIZENS**

No citizens signed up to speak before the Committee.

### **TOPICS FOR DISCUSSION AND/OR ACTION**

#### **GENERAL EDUCATION CURRICULUM REVIEW COMMITTEE APPOINTMENTS**

Melissa Mihalick, Board Counsel, apprised that the item was postponed from the Special Meeting on October 1, 2025. She noted that an amendment was made to hold a second vote in November to appoint additional members. She further apprised that the current request is a motion to postpone the item until the policy providing guidelines for the Committee is in place.

Trustee Davies inquired whether a mechanism had been identified for the appointment of members by the Trustees. Ms. Mihalick noted that the recommendation is to postpone the appointment until the policy has been established and approved. She apprised that the process would likely be similar to the nomination procedure for the Harris County Appraisal District (HCAD) but it would depend on the structure of the committee and the number of categories.

Trustee Richart noted her concern regarding the Southern Association of Colleges and Schools (SACS) requirement that faculty have the majority voice, and apprised that if every Board member appointed a member, the committee would become very large. Ms. Mihalick noted that General Counsel is currently working on the framework with a couple of options regarding the committee's structure.

Dr. Montgomery noted that various samples were included with the Board Governance Committee agenda materials regarding the EFAA (Local) policy. Ms. Mihalick apprised that the information and options will be presented to the Board once the policy has been established.

Motion – Trustee Monica Richart motioned, and Dr. Adriana Tamez seconded to postpone the appointment of the additional members to the General Education Curriculum Review Committee until policy EFAA (Local) has been finalized.

Vote – The motion passed with a vote of 5-0, with Trustees Davies, Cheben, Richart, Tamez, and Wilson in favor.

### **ADJOURNED TO CLOSED SESSION**

Trustee Laolu Davies adjourned the meeting to Executive Session at 4:25 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 Laolu Davies stated that any final action, vote, or decision on any item

Houston City College  
Special Meeting – November 5, 2025 - Page 3

discussed in Executive Session would be taken up in the Open Session or a subsequent Public Meeting.

Trustee Laolu Davies reconvened the meeting in Open Session at 5:20 p.m. and entertained any motions on pending matters.

*(The following Trustees were present: Trustees Davies, Cheben, Patterson, and Wilson)*

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 5:20 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

DRAFT

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

**November 17, 2025**

**Minutes**

The Board of Trustees of Houston City College held a Special Meeting on Monday, November 17, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Eva Loreda, Chair  
Laolu Davies, Vice Chair  
Renee Patterson  
Monica Richart  
Dave Wilson

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Strategic Communications and Marketing  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Michael Edwards, Office of the Ombudsman  
Lutricia Harrison, President, Coleman College  
Bob McCracken, Vice Chancellor, Administration and Operations  
Nicole Montgomery, General Counsel  
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer  
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 4:01 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: Davies, Loreda, Patterson, Richart, and Wilson)*

**HEARING OF THE CITIZENS**

No citizens signed up to speak before the Committee.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**CONSIDER ADOPTION OF ORDER CANVASSING RETURNS AND DECLARING THE RESULTS OF BOARD OF TRUSTEE ELECTION**

Motion – Trustee Laolu Davies motioned, and Trustee Renee Patterson seconded.

Dr. Ford Fisher noted that the item is to approve the adoption of the Order Canvassing Returns

and Declaring the Results of the Board of Trustees Election in November. She apprised that Dr. Nicole Montgomery, General Counsel, would provide an overview and address any questions.

Vote – The motion passed with a vote of 5-0, with Trustees Loreda, Davies, Patterson, Richart, and Wilson in favor.

**CONSIDER ADOPTION OF ORDER CERTIFYING THE NAMES OF CANDIDATES FOR RUNOFF TRUSTEE ELECTION IN DISTRICT II**

Motion – Trustee Laolu Davies motioned, and Trustee Renee Patterson seconded.

Dr. Ford Fisher noted that the item is to approve the adoption of the Order Certifying the Names of Candidates for Runoff Trustee Election in District II. She noted that Dr. Nicole Montgomery and Ben Morse, HCC Election Counsel, would provide an overview and address any questions.

Mr. Ben Morse noted that the statute changed, eliminating the need to conduct a ballot position drawing.

Vote – The motion passed with a vote of 5-0, with Trustees Loreda, Davies, Patterson, Richart, and Wilson in favor.

**CONSIDER ADOPTION OF AN ORDER CALLING RUNOFF TRUSTEE ELECTION IN DISTRICT II; MAKING PROVISIONS FOR THE CONDUCT AND THE GIVING OF NOTICE OF THE ELECTION; AUTHORIZING A CONTRACT WITH HARRIS COUNTY FOR ELECTION SERVICES; AND CONTAINING OTHER PROVISIONS RELATED THERETO**

Motion – Trustee Laolu Davies motioned, and Trustee Renee Patterson seconded.

Vote – The motion passed with a vote of 5-0, with Trustees Loreda, Davies, Patterson, Richart, and Wilson in favor.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 4:13 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

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

**November 19, 2025**

**Minutes**

The Board of Trustees of Houston City College held a Regular Meeting on Wednesday, November 19, 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 (via Videoconference)  
Monica Richart  
Adriana Tamez  
Pretta VanDible Stallworth (via Videoconference)  
Dave Wilson

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Strategic Communications and Marketing  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
Nathan Smith, Faculty Senate President  
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 Eva Loreda, Chair, called the meeting to order at 4:02 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, Lenton-Gary, Loreda, Tamez, and Wilson)*

**PRAYER AND PLEDGE OF ALLEGIANCE**

Dr. Adriana Tamez led the prayer and pledges.

**APPROVAL OF MINUTES FOR OCTOBER 2025**

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

Vote – The motion passed with a vote of 6-0, with Trustees Loreda, Davies, Cheben, Lenton-Gary, Tamez, and Wilson in favor.

**AWARDS, PRESENTATIONS, AND RECOGNITIONS**

The awards and recognition were as follows:

- Check Presentation by Asian Pacific American Heritage

(Trustee Richart joined the meeting at 4:12 p.m.)

(Dr. VanDible Stallworth joined the meeting at 4:13 p.m.)

- Veterans Day Recognition
- National Native American Heritage Month
- International Men's Day

**CHAIR'S REPORT**

Trustee Loreda announced that all the Board meetings for the month of December will be held on December 3, 2025.

**TRUSTEE DISTRICT REPORT**

District VII – Dr. Lenton-Gary apprised the committee that the ACCT Leadership Congress held in New Orleans, Louisiana, was outstanding. She noted that Chancellor Ford Fisher received the CEO Award for the Western Region, Dr. VanDible Stallworth provided the welcoming remarks, and she, along with Reatha Bell, presented at one of the ACCT Professional Board Staff Network sessions. She further apprised that Dr. VanDible Stallworth will serve as Chair Elect of the ACCT Board in 2026.

Houston City College  
Regular Meeting – November 19, 2025 - Page 3

District I – Trustee Richart congratulated Waltrip Robotics on winning first place in the Robotics competition.

District IV – Trustee Davies echoed the sentiments of Dr. Lenton-Gary and extended congratulations to Chancellor Ford Fisher, recipient of the Western Region CEO award, and to Reatha Bell on her role as President of the ACCT Professional Board Staff Network.

Trustee Davies apprised that Representative Lauren Ashley Simmons visited Coleman College for a tour. He noted that Yates High School will be in the football playoffs. He apprised that he attended the HCC and Houston Dynamo partnership signing on November 3, 2025.

District V – Trustee Wilson noted that Dr. Lenton-Gary and Reatha Bell delivered an excellent skit presentation at the ACCT Congress during the Professional Board Staff Network session. He apprised that HCC Northwest Marketing Communications won first place in the e-publications category of the NCMPR 2025 Medallion Awards, with the HCC Digital Magazine receiving the gold distinction among 31 regional colleges. He further apprised that June Keller, Engineering Professor, received the National SHPE Spotlight Award during the 51st Annual Convention of the Society of Hispanic Professional Engineers. Trustee Wilson noted that the National Society of Black Engineers hosted its Annual Fresh Start at the West Houston Institute, and Dr. Zachary Hodges, President of Northwest College, hosted the November Business Community Steering Committee Meeting at the Alief, Spring Branch, and Katy campuses, where he and Dr. Hodges provided updates on news and events at HCC. He noted that Dr. Michael Webster, President of Southwest College, led a presentation on Hi-Tech Industries at HCC College.

District IX – Dr. VanDible Stallworth expressed appreciation to the Trustees for attending the ACCT Congress and to ACCT committee members for volunteering their service. She reported that Dr. Lenton-Gary will serve on the Communications Committee and that Trustee Laolu Davies will serve on the Board Governance and Policy Committee. She also noted she will serve as Chair Elect of the ACCT Board of Directors in 2027 and looks forward to serving as Chair of the ACCT Board of Directors in 2027.

Dr. VanDible Stallworth referenced the Board Expenditure report presented at the Board Governance Committee in October and noted that ACCT reimbursed the college \$4,663; therefore, the report should be corrected to denote that her travel expenditures are \$13,303.

District VIII – Trustee Loredó noted that Southeast celebrated veterans by participating in the event held downtown and that the American Legion 472 also recognized HCC veterans for their service. She expressed appreciation to Dr. Frances Villagran-Glover, President of Southeast College, for hosting the robotics competitions.

#### **CHANCELLOR'S REPORT**

Dr. Ford Fisher expressed appreciation to the Board of Trustees for their involvement with ACCT. She acknowledged Reatha Bell and Dr. Cynthia Lenton-Gary for their presentation at the Professional Board Staff Network session and congratulated Dr. VanDible Stallworth and Reatha Bell on their leadership roles. She also expressed appreciation to the Trustees for

attending the conference and for the ACCT Western Regional Award nomination.

(Trustee Patterson joined the meeting at 4:39 p.m. via videoconference)

- Dr. Fisher provided a report on HCC Total Enrollment Comparison: Fall 2024 vs. Fall 2025 and Spring 2025 vs. Spring 2026

#### **UNITED STUDENT COUNCIL REPORT**

Gia Jones, USC President, reported on the following:

- Expressed congratulations to Chancellor Ford Fisher on receiving the ACCT Western Regional Award.
- Participated in the Eagle Fleet City event.
- Held a Leadership Retreat at the Hayes Campus.
- Extended honorable mention to the Northeast Student Government Association (SGA).
- Hosted a Spotlight Luncheon.
- Attended the Texas Junior College Student Government Association conference in Pasadena, Texas.

#### **FACULTY SENATE REPORT**

Dr. Nathan Smith presented the Faculty Senate Report as follows:

- The Bedi-Chek Auction was successful, raising nearly \$50,000 in donations, including approximately \$30,000 in cash contributions and \$20,000 in revenue to support faculty.
- Recognized the HCC Foundation for collecting and documenting the donations for the auction.
- Overview of campus caring initiatives to include Human Connection in the Heart of Education: Emphasis on creating classroom spaces that support student vulnerability and learning. Faculty leading the *Human Connection We Care Project* were introduced, highlighting efforts to demonstrate care for students.

#### **HEARING OF THE CITIZENS**

There were no citizens present to speak before the Board.

#### **CONSENT AGENDA**

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

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.

The following items were approved:

- Acceptance of Donated Item by Bellaire Dermatology
- Acceptance of Donated Item by Shelly Group
- Acceptance of Donated Item by Wolfram

- Approve Proposed Revisions to SB 37-Related Policy: BF (Local) Chief Executive Officer: Employment
- Monthly Investment Report, Financial Statement and Budget Review for September 2025

#### **TOPICS FOR DISCUSSION AND/OR ACTION**

##### **APPROVAL OF RESOLUTION CASTING A VOTE FOR APPOINTMENT OF HARRIS CENTRAL APPRAISAL DISTRICT (HCAD) BOARD OF DIRECTORS**

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

Dr. Ford Fisher noted that the item is a recommendation to approve the resolution casting a vote for the appointment of one or more candidates for the Harris County Appraisal District (HCAD) Board of Directors.

Motion – Trustee Monica Richart motioned, and Dr. Adriana Tamez seconded to allocate 20 votes to Martina Lemond Dixon and 20 votes to Melissa Noriega.

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

##### **HVAC SYSTEM REPLACEMENT PROJECT, NORTH FOREST CAMPUS (PROJECT NO. IFB 25-45)**

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

Dr. Ford Fisher noted that the item is to authorize the Chancellor to execute a contract with Carrier Commercial Services, to provide the HVAC System Replacement Project, North Forest Campus, in accordance with IFB 25-45. She apprised that Mr. Bob McCracken, Vice Chancellor, Administration and Operations, would provide an overview and entertain questions.

Trustee Cheben noted that the item is a low bid and recommended scheduling impact be considered in the future. Mr. McCracken apprised that most of the scheduling issues are due to delays in equipment availability.

(Trustee Cheben stepped out at 4:58 p.m.)

Trustee Davies noted that there had been prior discussion regarding the delivery methodology used to solicit bids. Mr. McCracken apprised that the design work is developed and disseminated first to ensure all parties have the same information. Trustee Davies requested that the delivery methodology be kept in mind for future projects.

(Trustee Cheben returned at 4:59 p.m.)

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

**SYSTEMWIDE PAINTING SERVICES (PROJECT NO. RFP 25-46)**

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

Dr. Ford Fisher noted that the item is a recommendation to authorize the Chancellor to execute contracts to provide painting services systemwide in accordance with RFP 25-46. She apprised that Mr. Bob McCracken would provide an overview and entertain questions.

Mr. McCracken noted that it is to approve a pool of vendors for painting services, as needed.

Trustee Cheben inquired about the historical spending on painting services. Mr. McCracken noted that expenditure is approximately \$500,000 per year.

Dr. VanDible Stallworth requested a review of other maintenance services that could also be engaged through vendor pools.

Trustee Loredó inquired whether there would be an annual evaluation. Mr. McCracken noted that it is a one-year contract with three optional one-year renewals.

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

**FACILITIES PROGRAMMING SERVICES (PROJECT NO. RFQ 25-41)**

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

Dr. Ford Fisher noted that the item is to authorize the Chancellor to execute contracts for facilities programming services, in accordance with RFQ 25-41. She apprised that Mr. Bob McCracken would provide an overview and entertain questions.

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

**INCREASE IN SPENDING AUTHORITY FOR DROP-IN CHILDCARE SERVICES (PROJECT NO. RFP 24-18)**

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

Dr. Ford Fisher noted that the item is to authorize the Chancellor to approve an increase in spending authority for the contract with YMCA of Greater Houston, to provide drop-in childcare services in accordance with RFP 24-18. She apprised that Mr. Bob McCracken would provide an overview and entertain questions.

Trustee Cheben noted that he is comfortable with the services over the next year and encouraged consideration of rebidding the contract upon expiration of the one-year term to

assess potential efficiencies.

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

**BOOKSTORES AND RELATED SERVICES (PROJECT NO. RFP 25-38)**

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

Dr. Ford Fisher noted that the item is a recommendation to authorize the Chancellor to execute a contract with Barnes & Noble College Booksellers, LLC to provide Bookstores and Related Services in support of the Instructional Services Department and in accordance with RFP 25-38. She apprised that Mr. Bob McCracken and Dr. Miguel Ramos, Vice Chancellor, Instructional Services, would provide an overview and entertain questions.

Mr. McCracken noted that the item is renewing the contract with Barnes & Noble Bookstore, which includes components such as commission to HCC based on sales, support for inclusive and equitable access, print-on-demand services, and online textbooks, among other services. He apprised that students would receive textbooks at a discount at the time of enrollment and would have access to required course materials at the beginning of the semester. He further noted that the billing process allows the use of financial aid funds or funds received directly from students.

Mr. McCracken also reported that the contract term is five years, with an option to renew for an additional five years.

Trustee Richart requested an update from the Faculty Senate regarding the free textbook initiative aimed at eliminating textbook costs for students.

Trustee Loredo requested a review of efforts to assist students with access to textbooks on the first day of class. Dr. Ramos noted that this is one of the components of the program.

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

**CAPITAL IMPROVEMENT PROJECTS REPORT**

Dr. Ford Fisher noted that the item provides a report on the Capital Improvement Projects and apprised that Mr. McCracken would provide an overview and entertain questions.

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:

- Current Capital Projects Financials
- Central: Culinary Shell Build Out
- Southeast: View Corridor and Woodridge Retail Center Demolition

- Systemwide: Safety and Security - Access Control
- Northeast: North Forest Collaborationism
- Systemwide: Signage and Wayfinding Project
- Deferred Maintenance
  - Deferred Maintenance Project Financial
  - Current Active 2025 Project List Breakdown
  - Current 2026 Project List Breakdown
  - DM 10 Step Prioritization Process

Trustee Cheben referenced the contingency shown on Slide 18 and requested clarification as to whether the funds had already been spent or were being held pending project approval. Mr. McCracken apprised that it is a combination of both, with most of the funds allocated to projects awaiting approval.

Trustee Cheben inquired about the amount of unexpended contingency and the possibility of reallocating it to other projects. Mr. McCracken noted that 15% is the target. Trustee Cheben requested a review of the potential to reallocate unexpended funds to other projects rather than leaving them unused.

Trustee Wilson inquired about the amount for the view corridor and demolition, noting the previously approved budget. Mr. McCracken apprised that the original budget shown on Slide 5 was \$5.5 million, which was higher than anticipated. He noted that the project is expected to close out below the original budget at approximately \$4.4 million.

Trustee Wilson requested that the total spend on the Woodridge Project, including the cost of the property.

Trustee Loreda noted that students have needs and requested reviewing the possibility of student-related projects being completed using the unexpended funds.

#### **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 reported on the following:

- Achieved \$11 million in contributions for Fiscal Year 2025 in comparison
- Achieved \$10 million to HCC Students distributed.
- Return on Investment 450%
- Save the Date: Annual Foundation Scholarship Luncheon on Friday, February 27, 2026

#### **ADJOURNED TO CLOSED SESSION**

Trustee Eva Loreda adjourned the meeting to Executive Session at 5:37 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 Loreda 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 7:07 p.m. and entertained any motions on pending matters.

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

**AUTHORIZATION TO PURSUE A TEXAS PARTNERSHIP WITH HOUSTON INDEPENDENT SCHOOL DISTRICT AND EXECUTE A LETTER OF INTENT**

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

Dr. Ford Fisher noted that the item is to authorize the Chancellor, or designee, to discuss a Texas Partnership with Houston ISD under Texas Education Code §11.174 (SB 1882) and to execute a non-binding Letter of Intent, subject to final Board approval. She noted that Dr. Nicole Montgomery, General Counsel, would entertain questions.

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

**REVIEW OF LEVEL FOUR COMPLAINT - EMPLOYEE 1**

(Dr. Lenton-Gary joined the meeting at 7:08 p.m.)

(Dr. Adriana Tamez left the meeting at 7:08 p.m.)

The item was pulled and will be placed on the agenda for December 3, 2025.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 7:09 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

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

**December 3, 2025**

**Minutes**

The Academic and Student Affairs Committee of Houston City College Board of Trustees met on Wednesday, December 3, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Sean Cheben, Committee Member  
Cynthia Lenton-Gary, Committee Member  
Monica Richart  
Pretta VanDible Stallworth (via Video Conference)

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
Karen Schmidt, Executive Director, HCC Foundation  
Nathan Smith, Faculty Senate President  
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 Sean Cheben, Committee Member, called the meeting to order at 12:05 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, Lenton-Gary, Richart, and VanDible Stallworth)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Board.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**PROPOSED NEW AWARD AND DEACTIVATIONS**

Dr. Ford Fisher noted that the item provides an overview of new awards and deactivations. She apprised that Dr. Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer, and Dr. Miguel Ramos, Vice Chancellor, Instructional Services, would provide the overview.

Dr. Ramos reported on the following deactivations for Fall 2026:

- Architectural Design and Construction
- Consumer Arts & Sciences
- Health Sciences
- Logistics

Trustee Richart noted that, due to the importance of the proposed new awards and deactivations, the item should be presented to the full Board for discussion.

Dr. Ford Fisher apprised that competition with neighboring institutions makes these programs vital for students. She noted that, going forward, the conversation would take place with the full Board. She apprised that the Administration would like to move forward with approving the awards while bringing back a recommendation for curriculum development and award reviews.

Dr. Lenton-Gary noted that the Academic Student Affairs Committee has the responsibility to review and make recommendations to the Board. She apprised that if every Board member were involved in all details, the smaller committees would not be necessary.

Trustee Cheben noted that his questions had been addressed through the Trustee Inquiry (IT) and expressed concerns regarding the college's structure for degree plans. He apprised that discussions on program expansion, the upside potential, and growth plans, particularly for the Biotechnology Laboratory Sciences program, should be included. He further noted that capital outlays should also be considered as part of the budget development cycle.

Trustee Cheben requested that a discussion on the projected new awards be included during the budget development process in January or February.

**PROPOSED NEW AWARDS: BIOTECHNOLOGY LABORATORY SCIENCES A.A.S., BIOTECHNOLOGY LABORATORY SCIENCES, LEVEL 2 CERTIFICATE, AND BIOTECHNOLOGY LABORATORY SCIENCES, LEVEL 1 CERTIFICATE**

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

Dr. Ford Fisher noted that the item is a recommendation to approve the proposed new awards for Biotechnology Laboratory Sciences A.A.S., Biotechnology Laboratory Sciences, Level 2 Certificate, and Biotechnology Laboratory Sciences, Level 1 Certificate that will prepare students for careers in biotechnology. She apprised that Dr. Lutricia Harrison, President, Coleman College, would entertain questions.

Vote – The motion passed with a vote of 2-0, with Trustee Cheben and Lenton-Gary in favor.

**PROPOSED NEW AWARDS: AVIATION MAINTENANCE TECHNOLOGY-AIRFRAME, A.A.S & AVIATION MAINTENANCE TECHNOLOGY-POWERPLANT, A.A.S., AVIATION MAINTENANCE TECHNOLOGY - GENERAL, LEVEL 1 CERTIFICATE**

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

Dr. Ford Fisher noted that the item is a recommendation to approve the proposed new awards for Aviation Maintenance Technology-Airframe, A.A.S & Aviation Maintenance Technology-Powerplant, A.A.S., Aviation Maintenance Technology - General, Level 1 Certificate. She apprised that Dr. Betty Fortune would entertain questions.

Vote – The motion passed with a vote of 2-0, with Trustee Cheben and Lenton-Gary in favor.

**HOUSTON RECONNECT AND CONNECT 2 WORKFORCE PROGRAM UPDATE**

Dr. Ford Fisher noted that the item is to provide an update on Houston Reconnect and Connect 2 Workforce. She noted that Dr. Norma Perez would provide an overview.

Dr. Perez noted that the Board approved funding for the Houston Reconnect program in June 2025 and the Connect 2 Workforce program in August 2025. She acknowledged the team providing oversight of these initiatives.

Dr. Perez apprised that program responses did not meet expectations due to various factors, including GPA requirements and the need for students to have more time to complete. She noted that approximately \$400,000 has been encumbered for Connect 2 Workforce.

Dr. Perez further apprised that the administration is requesting the flexibility to expand the eligibility criteria for Connect 2 Workforce and to allow the transfer of funds from Houston Reconnect to Connect 2 Workforce as needed. She noted that expanding the criteria for the short-term programs would enable greater student participation.

Dr. Lenton-Gary requested a re-evaluation of the 2.5 GPA requirement. Dr. Perez noted that the GPA requirement would be adjusted to 2.0, which aligns with the minimum GPA required for graduation.

Trustee Cheben noted that it is intensive work and apprised that there are high aspirations for the programs. He noted his support for the administration's adjustment of the criteria and recommended that the Board receive periodic updates on the programs' progress.

Dr. Nicole Montgomery, General Counsel, noted that the item was presented as a report, and any funding adjustments may need to be presented to the Board.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 12:44 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

DRAFT

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

**December 3, 2025**

**Minutes**

The Audit Committee of Houston City College Board of Trustees met on Wednesday, December 3, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Pretta VanDible Stallworth, Committee Chair (via video conference)  
Monica Richart, Committee Member  
Cynthia Lenton-Gary  
Sean Cheben  
Eva Loreda  
David Wilson

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
Karen Schmidt, Executive Director, HCC Foundation  
Nathan Smith, Faculty Senate President  
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 4:00 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, Davies, Lored, Richart, VanDible Stallworth, and Wilson)*

### **OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Committee.

### **TOPICS FOR DISCUSSION AND/OR ACTION**

#### **ANNUAL COMPREHENSIVE FINANCIAL REPORT AND INDEPENDENT AUDIT REPORT FOR THE FISCAL YEAR ENDED AUGUST 31, 2025**

Motion – Dr. Pretta VanDible Stallworth motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item is to consider approval of the Annual Comprehensive Financial Report and the Independent Audit Report for the fiscal year ended August 31, 2025. She advised that Mr. Robert McCracken, Vice Chancellor, Administration and Operations, along with Ms. Angela Dunlap of Forvis Mazars, would provide an overview and entertain questions.

(Dr. Lenton-Gary joined the meeting at 4:05 p.m.)

Mr. McCracken noted that the College has met the Government Finance Officers Association standards for excellence in annual financial reporting for 18 consecutive years. He acknowledged the HCC Finance and Accounting team for their contributions to the financial reporting process. Mr. McCracken introduced Ms. Angela Dunlap to provide an overview of the audit.

Ms. Dunlap reported on the following:

- Required Communications | Audit Strategy and Approach
- Other Information Accompanying the Audited Financial Statement
- Qualitative Aspects of Significant Accounting Policies & Practices
  - Significant Accounting Policies
  - Unusual Policies or Methods
  - Alternative Accounting Treatments
  - Management Judgments and Accounting Estimates
  - Financial Statement Disclosures
  - Judgment About the Quality of the College's Accounting Principles

(Dr. VanDible Stallworth joined the meeting in person at 4:09 p.m. and presided over the remainder of the meeting.)

- Adjustments Identified by Audit - Remove unearned revenues and student receivables in FY25 that related to payment plans for 2025 tuition

Houston City College  
Audit Committee Meeting –December 3, 2025 - Page 3

- Proposed & Recorded Adjustments
- Uncorrected Misstatements
- Current Period Uncorrected Misstatements
- Prior-Period Uncorrected Misstatements (No prior period)
- Other Required Communications
  - Significant Issues Discussed with Management
  - Other Material Communications

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

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 4:13 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

DRAFT

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

**December 3, 2025**

**Minutes**

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, December 3, 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  
Monica Ricart  
Pretta VanDible Stallworth (via Video Conference)  
Dave Wilson

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
Karen Schmidt, Executive Director, HCC Foundation  
Nathan Smith, Faculty Senate President  
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 Eva Loreda, Chair, called the meeting to order at 2:32 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, Lenton-Gary, Richart, VanDible Stallworth, and Wilson)*

**HEARING OF THE CITIZENS**

No citizens signed up to speak before the Board.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**MONTHLY INVESTMENT REPORT, FINANCIAL STATEMENT AND BUDGET REVIEW FOR OCTOBER 2025**

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

Dr. Ford Fisher noted that the item is to accept the Investment Report, Financial Statement, and Budget Review for October 2025 and apprised that Mr. Bob McCracken, Vice Chancellor, Administration and Operations, would introduce the report and entertain questions.

Vote – The motion passed with a vote of 7-0 with Trustees Loreda, Davies, Cheben, Lenton-Gary, Richart, VanDible Stallworth, and Wilson.

**BUDGET WORKSHOP #1: FY2027 BUDGET DEVELOPMENT PROCESS**

Dr. Ford Fisher noted that the item provides a review of the Budget Development process and timeline for Fiscal Year 2026-2027, to include an overview of the guiding principles for the budget. She apprised that Mr. Bob McCracken would provide an overview.

Mr. McCracken provided an overview of the Guiding Principles and noted that they would be presented to the Board for consideration in January.

Mr. McCracken reported on the following:

- Alignment with Strategic Priorities
- Institutional Annual Priorities
- Mitigation of Significant Risks
- Maintain Competitive Tax Rate
- Maintain Affordable Tuition and Fees
- Contingency Planning

Mr. McCracken provided an overview of the timeline and budget development process, including:

- HCC's Strategic Priorities
- Institutional Annual Priorities
- External Influences on Budget
- FY27 Preliminary Budget Inputs
- Budget Development Timeline for BOT Review, Discussion, and Approval
- FY25 Operating Budget Review
- Review of FY26 Approved Budget Compared to FY26 Projections at Year End
- FY26 Budget
- Funding Source: Ad Valorem Taxes
- Taxable Values vs HCC Tax Rate
- Funding Source: Tuition and Fees
- Tuition & Fee Trends
- Funding Source: State Appropriations
- State Appropriations Updates
- Federal Rates vs HCCS Rate of Return 2022-25
- Operating Expenses: Salaries and Benefits
- Cost of Living vs HCC Compensation Adjustment
- Major Operating Expenses
- Major Operating Expenses Investment
- FY27 Preliminary Operating Budget (Aligned with Guiding Principles)
- Next Steps

Trustee Wilson noted that the City of Houston engaged in a feasibility study and suggested that HCC conduct a similar study to obtain an external, third-party perspective.

Trustee Cheben emphasized that continued funding for Houston Reconnect and Connect 2 Workforce is essential and noted that maintaining financial support is critical to the programs' development. He also requested that the expenses for the FY2026–27 Enterprise Resources Planning (ERP) upgrade be included as a line item in the budget.

Trustee Davies commented on the timing of budgetary considerations, emphasizing the importance of receiving information earlier to make informed decisions. He referenced Trustee Wilson's suggestion regarding a review of operations and efficiency and associated Trustee Cheben's comments regarding the ERP update and funding.

#### **ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 2:58 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

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

**December 3, 2025**

**Minutes**

The Marketing Committee of Houston City College Board of Trustees held a meeting on Wednesday, December 3, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Dave Wilson, Committee Chair  
Pretta VanDible Stallworth, Committee Member (via Video Conference)  
Sean Cheben, Alternate Member  
Laolu Davies  
Cynthia Lenton-Gary  
Eva Loreda  
Monica Richart

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Communications  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
Nathan Smith, Faculty Senate President  
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 2:00 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, 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 AND MARKETING**

Dr. Ford Fisher noted that the item provides an update on the Strategic Communications and Marketing efforts and apprised that Dr. Rima Adil, Interim Vice Chancellor, Communications would provide an overview.

Dr. Adil reported on the following:

- Next Step with Rebrand
- Brand Rollout
- Website Redesign Update 72% Completed
- Website Strategy
- Strategy Driven Focus
  - Site Structure
  - Site Content (Student Decision Making)
  - Site Design (The Visual Design)

(Trustee Richart stepped out of the meeting at 2:10 p.m.)

- Mr. David Tiez, Project Communication Service, provided an overview of the implementation impact.

(Trustee Davies joined the meeting at 2:13 p.m.)

Dr. Adil reported on the social media KP1s Year-Over-Year for October and November 2025.

Todd Duplantis, Interim Executive Director, Communications and Marketing, reported on the following:

- Marketing Strategy
- Audience
- Campaign Graphics
- Minimeter
- Spring Semester Campaign
- CTR Summary
- Television
- Radio
- Radio Takeaways
- HCC Student App

Trustee Davies inquired about the percentage of students on LinkedIn. Dr. Adil advised a 5.3% increase in followers.

Trustee Davies referenced adhering to the 26-year-old student population rule and cautioned against assuming they are on LinkedIn. Dr. Ford Fisher apprised that the college acknowledges the presence of potential philanthropists, and HCC Alumni, and noted that an update would be provided in the WAB.

Trustee Davies inquired about the click-through rate. Mr. Duplantis noted that the standard click-through rate is 0.8, and HCC's click-through rate is 0.32. Dr. Adil referred to the Spring Semester Campaign and provided an update on the clicks.

(Trustee Richart returned at 2:29 p.m.)

(Trustee Lenton-Gary joined the meeting at 2:29 p.m.)

Trustee Cheben referenced affordability and apprised that students need to be reminded of HCC's presence. He inquired as to how the balance is being handled. Mr. Duplantis indicated that the program and articles were reviewed, and it was concluded that there is equality.

## **ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 2:32 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

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

**December 3, 2025**

**Minutes**

The Board of Trustees of Houston City College held a Regular Meeting on Wednesday, December 3, 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  
Monica Ricart  
Pretta VanDible Stallworth  
Adriana Tamez  
Dave Wilson

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Interim Vice Chancellor, Strategic Communications and Marketing  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, Online College  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, Northeast College  
Frances Villagran-Glover, President, Southeast College  
Lutricia Harrison, President, Coleman College  
Edmond "Butch" Herod, President, Central College  
Zachary Hodges, President, Northwest College  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, 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  
Nathan Smith, Faculty Senate President  
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 Eva Loreda, Chair, called the meeting to order at 4:13 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: Loreda, Cheben, Davies, Lenton-Gary, Richart, VanDible Stallworth, and Wilson)*

**PRAYER AND PLEDGE OF ALLEGIANCE**

Trustee Richart led in the prayer and pledges.

**APPROVAL OF MINUTES FOR NOVEMBER 2025**

The minutes for November 2025 will be presented for approval at the regular meeting in January 2026.

**AWARDS, PRESENTATIONS, AND RECOGNITIONS**

The awards and recognition were as follows:

- Check Presentation by Trehen Family
- Check Presentation by the Assistance League of Houston

**CHAIR'S REPORT**

**TRUSTEE DISTRICT REPORT**

District I – Trustee Richart congratulated the HCC Foundation on a wonderful board meeting.

District III – Dr. Tamez expressed appreciation to everyone for their efforts.

District V – Trustee Cheben congratulated the Department of Information Technology (DIT) Team on launching the AI initiative and the Google grant. He also congratulated the eight welding students who have been offered positions at SpaceX.

(Trustee Davies stepped out at 4:41 p.m.)

District VI – Trustee Wilson expressed appreciation for the Chancellor's Holiday reception.

(Dr. Tamez joined the meeting at 4:42 p.m.)

District IX – Dr. VanDible Stallworth expressed appreciation to Dr. Michael Webster, President of Southwest College, for the invitation to speak at the International Project Management Program. She also expressed gratitude to Congressman Al Green for hosting the Congressional App Challenge.

(Trustee Davies returned at 4:43 p.m.)

### **BIRTHDAY RECOGNITION**

Trustee Loredó expressed Happy Birthday wishes to Dr. Cynthia Lenton-Gary, who celebrated her birthday on December 1, and to Trustee Dave Wilson, whose birthday will be on December 25.

### **BOARD MEETING SCHEDULE**

Trustee Loredó announced that the Committees/COTW meetings will be held on Wednesday, January 14, 2026, and the Regular meeting on Wednesday, January 21, 2026.

### **REQUIRED TRAINING**

Trustee Loredó read into the record that Trustee Renee Jefferson Patterson has completed the required training for newly appointed and elected Trustees in accordance with Texas Education Code §61.084.

### **CHANCELLOR'S REPORT**

Dr. Ford Fisher provided a report on the following:

- HCC Total Enrollment Comparison: Spring 2025 vs. Spring 2026
- HCC Enrollment Comparison: Spring 2025 vs. Spring 2026
- HCC Total Enrollment Comparisons: AY 2024-25 vs. AY 2025-26
- HCC Selected to participate in the Aspen Presidents and Trustees Collaborative
- HCC Recipient of Google Grant for AI Initiatives in Real Workforce Opportunities
- HCC Fall Commencement is scheduled for Wednesday, December 10, 2025, at 9:00 a.m. and 2:00 p.m. at NRG Arena.

### **FACULTY SENATE REPORT**

Dr. Nathan Smith provided the Faculty Senate Report regarding Instructional Quality.

### **STAFF SENATE REPORT**

Staff Senate President-Elect Izzy Flowers provided the Staff Senate report on behalf of Morgan Yette.

- Upcoming Staff Senate Elections
- Professional Development Workshop scheduled for December 19, 2025
- General Body Meeting

### **HEARING OF THE CITIZENS**

The following citizen spoke before the Board:

- Timothy Stapleton

## **CONSENT AGENDA**

Trustee Richart requested that Item 13 be pulled for a separate vote on the option selected by the Board Governance Committee.

Motion – Trustee Sean Cheben motioned, and Dr. Adriana Tamez seconded with the exception of Item VIII.13.

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

The following items were approved:

- Acceptance of Donated Item by J-Tech Digital
- Acceptance of Donated Item by BMC Software
- Proposed New Awards: Biotechnology Laboratory Sciences A.A.S., Biotechnology Laboratory Sciences, Level 2 Certificate, and Biotechnology Laboratory Sciences, Level 1 Certificate
- Proposed New Awards: Aviation Maintenance Technology-Airframe, A.A.S & Aviation Maintenance Technology-Powerplant, A.A.S., Aviation Maintenance Technology - General, Level 1 Certificate
- Annual Comprehensive Financial Report and Independent Audit Report for the Fiscal Year Ended August 31, 2025
- Proposed Revisions to BE (Local) Policy and Bylaw Development
- Proposed Revisions to CAK (LOCAL) Appropriations and Revenue Sources: Investments
- Proposed Revisions to BFA (Local) and DLA (Local) - SB 37 Related Policies
- Proposed Revisions to DC (Local) Employment Practices (SB 37 Related)
- Proposed Revisions to DGBA (Local) Personnel Management Relations: Employee Grievances (SB 37-Related)
- Proposed Revisions to DIAA (Local) and DIAB (Local) - SB 37 Related Policies
- Proposed Revisions to DMAA (Local) and DMAB (Local) - SB 37-Related Policies
- Monthly Investment Report, Financial Statement and Budget Review for October 2025

## **PROPOSED NEW POLICY EFAA (LOCAL) INSTRUCTIONAL PROGRAMS AND COURSES: ACADEMIC COURSES (SB 37 RELATED)**

Trustee Richart noted that the Committee considered including community and industry members on the Curriculum Committee. She apprised that two options were presented to the Governance Committee:

- **Option 1:** The five-year committee would consist of the regular annual Curriculum Committee plus nine non-voting members representing the community and industry.
- **Option 2:** The five-year committee would consist of the regular annual Curriculum Committee plus four voting members representing the community and industry.

Trustee Richart stated that the Governance Committee is recommending approval of **Option 1**.

Dr. Nicole Montgomery, General Counsel, noted that it is proposed that the General Core Curriculum Committee include nine non-voting members. She apprised that both options under consideration would ensure compliance with SACS (Southern Association of Colleges and Schools) requirements.

Dr. VanDible Stallworth inquired whether the process for selecting the nine members is included in the policy. Ms. Melissa Mihalick, Board Counsel, apprised that the selection process could be determined by the Board, similar to the process used for awarding Honorary Degrees.

Motion – Trustee Monica Richart motioned, and Dr. Cynthia Lenton-Gary seconded to approve Option 1 for the Proposed New Policy EFAA (Local) Instructional Programs and Courses: Academic Courses (SB 37 Related).

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

#### **TOPICS FOR DISCUSSION AND/OR ACTION**

##### **MOVING, RELOCATION AND STORAGE SERVICES (PROJECT NO. RFP-C 25-47)**

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

Dr. Ford Fisher noted that the item is to authorize execution of a contract with A-Rocket to provide moving Roadrunner Moving and Storage, All Points of Texas, and A-Rocket Moving & Storage, Inc. to provide moving, relocation, and storage services in accordance with RFP-C 25-47. She apprised that Mr. Bob McCracken, Vice Chancellor, Administration and Operations, would provide an overview and address any questions.

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

##### **BUILDING ENVELOPE CONSULTING SERVICES (PROJECT NO. RFQ 25-42)**

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute contracts with STOA International Architects, Inc., BLUEFIN, LLC dba Mantis Facility Management Solutions, and BEAM Professionals to provide Building Envelope Consulting Services, in accordance with RFQ 25-42. She apprised that Mr. Bob McCracken would provide an overview.

Trustee Davies inquired whether the item was issued as a Request for Qualifications (RFQ) and if the consultant would also perform the repairs. Mr. McCracken apprised that separate contracts would be established for the repair work.

Vote – The motion passed with a vote of 7-1, with Trustees Loredo, Davies, Cheben, Lenton-Gary, Richart, Tamez, VanDible Stallworth in favor, and Trustee Wilson opposing.

**RE-COMMISSIONING AND RETRO COMMISSIONING SERVICES (PROJECT NO. RFQ 25-43)**

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute contracts with Infrastructure Associates, Inc., EXP U.S. Services, Inc., Affiliated Engineers, Inc., and Terracon Consultants, Inc. to provide Professional Commissioning Services, in accordance with RFQ 25-43. She apprised that Mr. Bob McCracken would provide an overview.

Mr. McCracken noted that the contracts would be executed on an as-needed basis.

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

**PERSONNEL AGENDA – FACULTY**

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

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

**ADJOURNED TO CLOSED SESSION**

Trustee Eva Loredo adjourned the meeting to Executive Session at 5:29 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 7:01 p.m. and entertained any motions on pending matters.

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

**REVIEW OF LEVEL FOUR COMPLAINT - EMPLOYEE 1**

Motion – Trustee Sean Cheben motioned, and Trustee Monica Richart seconded to affirm the Level 3 Decision.

Vote – The motion failed with a vote of 4-3-1 with Trustees Loredo, Cheben, Richart, and Tamez in favor; and Trustees Lenton-Gary, VanDible Stallworth, and Wilson opposed; Trustee Davies abstained.

Motion to Remand – Trustee David Wilson motioned, and Dr. Pretta VanDible Stallworth seconded, to remand the item to Level 3 for further review.

Houston City College  
Regular Meeting – December 3, 2025 - Page 7

Dr. Tamez inquired about clarification regarding the motion to remand. Ms. Mihalick noted that the motion to remand sends it back to Level 3 for further review.

Vote on Remand – The motion passed with a vote of 5-2-1 with Trustees Loredo, Davies, Lenton-Gary, VanDible Stallworth, and Wilson in favor; Trustees Richart and Tamez opposed; and Trustee Cheben abstained.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 7:05 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

DRAFT

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

**December 23, 2025**

**Minutes**

The Board of Trustees of Houston City College held a Special Meeting on December 23, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

Eva Loreda, Chair  
Laolu Davies, Vice Chair  
Renee Patterson  
Monica Richart  
Adriana Tamez

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Coby Wilbanks for Nicole Montgomery, General Counsel

**OTHERS PRESENT**

Philip Fraissinet, Counsel, Thompson and Horton, LLP  
Ben Morse, Election Counsel, Leon Alcala, PLLC

**CALL TO ORDER**

Trustee Eva Loreda, Chair, called the meeting to order at 10:30 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: Loreda, Davies, Patterson, Richart, and Tamez)*

**HEARING OF THE CITIZENS**

No citizens signed up to speak before the Committee.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**ORDER CANVASSING RETURNS AND DECLARING THE RESULTS OF BOARD OF TRUSTEES RUNOFF ELECTION IN DISTRICT II**

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

Dr. Ford Fisher noted that the item is to adopt the Order Canvassing Returns and Declaring the Results of Board of Trustees Runoff Election held in Trustee geographic District II on December 13, 2025, and Coby Wilbanks, Office of General Counsel, provided an overview and entertained questions.

Houston City College  
Special Meeting – December 23, 2025 - Page 2

Vote – The motion passed with a vote of 5-0, with Trustees Loredo, Davies, Patterson, Richart, and Tamez in favor.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 10:34 a.m.  
Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: \_\_\_\_\_

# ACTION ITEM

Meeting Date: January 21, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
1.	Acceptance of Donated Item by Texas Children's Hospital	Dr. Margaret Ford Fisher Dr. Lutricia Harrison

## RECOMMENDATION

Acceptance of the following donated items on behalf of Texas Children's Hospital:

- Two Anesthesia Machines for the benefit of training Anesthesia Technology students at HCC.

## COMPELLING REASON AND BACKGROUND

This gift will support student success and excitement at HCC.

## FISCAL IMPACT

Donation Value: in-kind contribution at a total of \$1.00.

Additional Costs: no additional costs included in HCC Budget.

## STRATEGIC ALIGNMENT

1. *Student Success*

### ATTACHMENTS:

Description	Upload Date	Type
Texas Children's Hospital Acknowledgement Letter	12/11/2025	Attachment

**This item is applicable to the following:** Coleman

**FOUNDATION**

**HCC Foundation  
Executive Committee**

David D. Itz  
Board Chair

Tracy Janda  
Board Chair-Elect

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

January 21, 2026

Texas Children's Hospital  
ATTN: Eric J. Pickett  
HTM Manager

Mr. Pickett:

Thank you for the wonderful in-kind donation of two Anesthesia Machines, 2006 GE Aestiva/5 MRI models, for the Anesthesia Technology Program at HCC. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the January 21, 2026, 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 these machines at \$1.00. Your generosity has furthered the efforts of the student programs at Houston City College.

As one of the largest city 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 L. Schmidt, M.B.A., CFRE President  
Houston City 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.*

# ACTION ITEM

Meeting Date: January 21, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
2.	Acceptance of Donated Item by Karen L. Schmidt	Dr. Margaret Ford Fisher Dr. Betty Fortune

## RECOMMENDATION

Acceptance of the following donated items on behalf of Karen L. Schmidt:

- Two Brother ST371HD Strong & Tough 37-Stitch Sewing Machines

## COMPELLING REASON AND BACKGROUND

This gift will support student success and excitement at HCC.

## FISCAL IMPACT

Donation Value: in-kind contribution at a total of \$499.96

Additional Costs: no additional costs included in HCC Budget

## STRATEGIC ALIGNMENT

1. *Student Success*

### ATTACHMENTS:

Description	Upload Date	Type
Karen L. Schmidt Acknowledgement Letter	1/8/2026	Attachment

**This item is applicable to the following:** Northeast

## FOUNDATION

### HCC Foundation Executive Committee

David D. Itz  
Board Chair

Tracy Janda  
Board Chair-Elect

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

December 10, 2025

Ms. Karen L. Schmidt  
14930 Meridian Park Ln  
Humble, Texas 77396-3973

Ms. Schmidt:

Thank you for the wonderful in-kind donation of the two sewing machines for the Northeast Student Success program. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the January 21, 2026, 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 at \$499.96. Your generosity has furthered the efforts of the student programs at Houston City College.

As one of the largest city 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,

***Claudia Martinez***

Claudia Martinez (Dec 15, 2025 08:49:03 CST)

Claudia Martinez, Coordinator, Fund Donor Database  
Houston City 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.*

# ACTION ITEM

Meeting Date: January 21, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
3.	Acceptance of Donated Item by Riley Jefferson	Dr. Margaret Ford Fisher Dr. Betty Fortune

## RECOMMENDATION

Acceptance of the following donated items on behalf of Riley Jefferson:

- HP - 14" Laptop – Processor N150 - 4GB Memory - 128GB UFS - Natural Silver

## COMPELLING REASON AND BACKGROUND

This gift will support student success and excitement at HCC.

## FISCAL IMPACT

Donation Value: in-kind contribution at a total of \$219.00

Additional Costs: no additional costs included in HCC Budget

## STRATEGIC ALIGNMENT

1. *Student Success*

### ATTACHMENTS:

Description	Upload Date	Type
Riley Jefferson Acknowledgement Letter	12/12/2025	Attachment

**This item is applicable to the following:** Northeast

**FOUNDATION**

**HCC Foundation  
Executive Committee**

David D. Itz  
*Board Chair*

Tracy Janda  
*Board Chair-Elect*

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*

December 10, 2025

Ms. Riley Jefferson  
14930 Meridian Park Ln  
Humble, Texas 77396-3973

Ms. Jefferson:

Thank you for the wonderful in-kind donation of the HP Laptop for the Northeast Open Enrollment Fair. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the January 21, 2026, 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 at \$219.00. Your generosity has furthered the efforts of the student programs at Houston City College.

As one of the largest city 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 City 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.*

# ACTION ITEM

Meeting Date: January 21, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
4.	Acceptance of Donated Item by Dr. Helen Graham	Dr. Margaret Ford Fisher Dr. Betty Fortune

## RECOMMENDATION

Acceptance of the following donated item by Dr. Helen Graham:

- 1- Insignia™ - 55" Class F50 Series LED 4K UHD Smart Fire TV

## COMPELLING REASON AND BACKGROUND

This gift supported student success at HCC, and specifically the HCC NE Open House November 15, 2025.

## FISCAL IMPACT

Donation Value: in-kind contribution at a total of \$205.66.

Additional Costs: no additional costs included in HCC Budget

## STRATEGIC ALIGNMENT

1. *Student Success*

### ATTACHMENTS:

Description	Upload Date	Type
Dr. Helen Graham Acknowledgement Letter	12/12/2025	Attachment

**This item is applicable to the following:** Northeast

**FOUNDATION**

**HCC Foundation  
Executive Committee**

David D. Itz  
Board Chair

Tracy Janda  
Board Chair-Elect

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

December 12, 2025

Dr. Helen Graham  
Vice President, Northeast College  
Houston City College  
8001 Fulton St., Bldg. A, Suite 422.6  
Houston, Texas 77022

Dr. Graham:

Thank you for the wonderful in-kind donation of the smart tv for the Northeast Open Enrollment Fair. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the January 21, 2026, 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 \$205.66. Your generosity has furthered the efforts of the student programs at Houston City College.

As one of the largest city 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 City 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.*

# ACTION ITEM

Meeting Date: January 21, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
5.	Approve HCC Board Goals for 2025-2026	Trustee Eva Loreda Trustee Laolu Davies-Yemitan

## RECOMMENDATION

Approve HCC Board goals for 2025-2026.

## COMPELLING REASON AND BACKGROUND

In accordance with policy BCG (Local), the Board as a whole shall review the Board's goals for the current year to ensure that all Trustees are familiar with Board priorities.

## STRATEGIC ALIGNMENT

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

## ATTACHMENTS:

Description	Upload Date	Type
Proposed 2025-2026 HCC Board Goals	1/6/2026	Attachment

**This item is applicable to the following:** District

# 2025-2026 HCC Board Goals

## Goals to Improve Board Internal Governance:

1. HCC trustees affirm that we will operate as a policy board, and pledge to reframe from interfering with the day-to-day administrative operations for which we hold the Chancellor accountable.
2. Each Trustee will participate in at least one national conference for Community College Trustees *and in a Texas-based conference*.
3. Each Trustee will commit to attending at least one event in three other colleague's districts over the course of the year.
4. Trustees will continue to improve on the work of adherence to HCC board policies regarding board conduct, including but not limited to board ethics, conflict of interest, and prohibited practices, and
5. Trustees will get together at least twice a year for the purpose of building camaraderie.
6. Trustees will be given an opportunity to select the menu at least once a year for a meeting of their choice as a way of fostering more interpersonal familiarity with colleagues.
7. The board will participate in the strategic planning process to develop a consensus vision for real estate and facility planning that will position HCC to capitalize on the region's growth and population shifts into the future. (After vision is established, the Board will expect the Chancellor to develop a plan to achieve the Board's vision and recommend the Board's approval of that plan.)

## Goals to Support College Goals:

The Board will support the Chancellor's efforts to lead HCC in the implementation of the goals and objectives identified in the 2025-26 plan to address strategic priorities including but not limited to the following:

1. When performing its budget oversight responsibility, the board will review and approve the Chancellor's budget recommendations to ensure alignment with HCC's strategic priorities and the Chancellor's approved goals.
2. Support the Chancellor in the implementation of board priorities.
3. Student Success: The Board will support the Chancellor's efforts to lead HCC in the implementation of strategies to increase student success such as *Houston Reconnect*.
4. Increase Partnerships: The Board will a) expect that the Chancellor ensures the assessment of the workforce needs of the communities served by HCC are

integrated within the curriculum; and b) support efforts to meet employers' skills needs so that students are work-ready in a manner that aligns with industry needs.

5. Excess Revenue Management: Through Chancellor presentations at monthly meetings, the Board will monitor the Chancellor's efforts to make sure any excess revenue collected in FY 2025-2026 are expended in a manner that aligns with the board's priorities.
6. Support the HCC Foundation and the System in its fundraising efforts, particularly with a target of attracting larger endowed gifts. Expect Chancellor's recommendations for revisions to naming rights policy to position the College to attract larger gifts.
7. Require the Chancellor to recommend a college succession planning policy for Board Consideration/Approval.

# ACTION ITEM

Meeting Date: January 21, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
6.	Monthly Investment Report, Financial Statement and Budget Review for November 2025	Dr. Margaret Ford Fisher Robert McCracken

## RECOMMENDATION

Accept the Investment Report, Financial Statement and Budget Review for the month of November 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 62% 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 November, the interest income earned for the month and fiscal year to date totaled \$856,783 and \$6,255,008, respectively. The weighted average interest rate (WAR) on November 30, 2025, was 4.00% compared to 4.02% last month and 4.48% a year ago.

Interest expense on outstanding debt was \$1,287,355 for the month of November 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 City College no less than quarterly.

## **STRATEGIC ALIGNMENT**

*1. Student Success, 5. College of Choice*

### **ATTACHMENTS:**

Description	Upload Date	Type
Financial Report Presentation	12/18/2025	Presentation
Investment Report - November 2025	12/18/2025	Attachment
Financial Statement - November 2025	12/18/2025	Attachment

**This item is applicable to the following:** District



# **FY 2026 Summary of November 2025 Monthly Financial Statements and Budget Review**

---

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, Vice Chancellor, Administration & Operations

Dawn Stephens, Interim Associate Vice Chancellor,

Finance & Accounting

January 14, 2025

# Fund 1: Unrestricted Revenues

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru November 30, 2025	Actuals as a % of Budget	Year-to-Date Actuals Thru November 30, 2025	Year-to-Date Actuals Thru November 30, 2024	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
<b>REVENUES</b>							
State Appropriations	\$ 72,938,399	\$ 37,371,606	51.2% <b>A</b>	\$ 37,371,606	\$ 32,610,174	\$ 4,761,432	14.6%
Ad Valorem Taxes	242,337,151	169,127	0.1% <b>B</b>	169,127	163,322	5,806	3.6%
Tuition & Fees, Net	114,395,960	85,842,329	75.0% <b>C</b>	85,842,329	80,602,932	5,239,397	6.5%
Other Local Income	19,406,390	5,094,091	26.2%	5,094,091	2,562,461	2,531,630	98.8%
Tuition & Fees, Net -- Extended Learning	7,609,984	3,941,118	51.8% <b>D</b>	3,941,118	3,597,931	343,186	9.5%
Grant Revenue - Indirect Cost	650,000	163,840	25.2%	163,840	171,108	(7,269)	-4.2%
<b>Total Revenues</b>	<b>457,337,884</b>	<b>132,582,110</b>	<b>29.0%</b>	<b>132,582,110</b>	<b>119,707,928</b>	<b>12,874,182</b>	<b>10.8%</b>
<b>Fund Balance Transfers In &amp; Rolled POs</b>	<b>17,569,376</b>	<b>17,569,376</b>	<b>100.0%</b>	<b>17,569,376</b>	<b>7,045,981</b>	<b>10,523,395</b>	<b>149.4%</b>
<b>Total Revenues and Fund Balance Transfers</b>	<b>\$ 474,907,260</b>	<b>\$ 150,151,486</b>	<b>31.6%</b>	<b>\$ 150,151,486</b>	<b>\$ 126,753,909</b>	<b>\$ 23,397,577</b>	<b>18.5%</b>

# Fund 1: Unrestricted Expenses

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru November 30, 2025	Actuals as a % of Budget	Year-to-Date Actuals Thru November 30, 2025	Year-to-Date Actuals Thru November 30, 2024	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
<b>EXPENSES</b>							
Salaries	263,910,317	70,401,544	26.7%	70,401,544	66,491,878	3,909,666	5.9%
Employee Benefits	39,768,492	8,687,192	21.8%	8,687,192	8,127,621	559,571	6.9%
Supplies & General Expense	6,376,594	1,149,947	18.0%	1,149,947	1,173,897	(23,949)	-2.0%
Travel	1,367,651	65,690	4.8% E	65,690	94,968	(29,278)	-30.8%
Marketing Costs	4,234,888	415,396	9.8% F	415,396	125,280	290,116	231.6%
Rentals & Leases	477,476	23,846	5.0% G	23,846	112,288	(88,442)	-78.8%
Insurance/Risk Mgmt.	10,614,924	4,086,954	38.5% H	4,086,954	3,973,205	113,749	2.9%
Contracted Services	39,905,920	3,595,594	9.0% I	3,595,594	4,253,522	(657,928)	-15.5%
Utilities	11,657,218	1,468,173	12.6% J	1,468,173	2,038,725	(570,552)	-28.0%
Other Departmental Expenses	6,008,364	1,199,835	20.0%	1,199,835	649,116	550,719	84.8%
Instructional & Other Materials	10,817,263	2,194,573	20.3%	2,194,573	2,622,650	(428,077)	-16.3%
Maintenance & Repair	2,801,005	285,129	10.2% K	285,129	675,138	(390,009)	-57.8%
Transfers\Debt	43,562,510	25,451,244	58.4% L	25,451,244	20,807,098	4,644,146	22.3%
Contingency/Initiatives	6,340,863	-	0.0%	-	-	-	0.0%
Capital Outlay	15,565,363	2,544,270	16.3%	2,544,270	3,547,800	(1,003,530)	-28.3%
Scholarship Distribution	11,498,412	274,897	2.4% M	274,897	-	274,897	100.0%
<b>Total Expenses</b>	<b>\$ 474,907,260</b>	<b>\$ 121,844,284</b>	<b>25.7%</b>	<b>\$ 121,844,284</b>	<b>\$ 114,693,185</b>	<b>\$ 7,151,099</b>	<b>6.2%</b>
<b>NET REVENUE/(EXPENSES)</b>	<b>-</b>	<b>\$ 28,307,202</b>		<b>\$ 28,307,202</b>	<b>\$ 12,060,724</b>	<b>\$ 16,246,478</b>	

# Explanation of Variance Amounts

Variance Code	Notes
A	State appropriations are higher due to increases in HCC's performance tier allotment.
B	Ad Valorem Taxes are collected between December and March, leading to temporary fluctuations in monthly revenue.
C	Tuition and Fees collections have increased due an increase in enrollment.
D	Tuition and Fees, Extended Learning collections fluctuate as course offerings fluctuate.
E	Travel expenses are down due to the limited travel ban.
F	Marketing expenses occur based on timing of marketing campaigns.
G	Rental expenses occur based on events during the year.
H	Insurance Premiums are paid at irregular intervals, leading to inconsistent monthly costs.
I	Contracted Services is trending down but is expected to be with budget at year-end.
J	Utility expenses are lower this month but is expected to normalize.
K	Maintenance & Repairs occur as needed and vary from month to month.
L	Transfers/Debt occur at irregular intervals, debt payments occur twice per year. Transfer/Debt will be within budget by year-end.
M	Scholarships are are distributed based on needs. Criterias are being reviewed to ensure maximum distribution.

**Thank You**



# HOUSTON CITY COLLEGE

## MONTHLY INVESTMENT REPORT

For the Month of November 2025

Prepared by  
Finance and Administration Division

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

*/s/ Robert McCracken*

Robert McCracken  
Vice Chancellor, Administration & Operations

*/s/ Dawn Stephens*

Dawn Stephens  
Interim Associate Vice Chancellor, Finance & Accounting

*/s/ Victor Onwumere*

Victor Onwumere  
Executive Director, Finance & Treasury

---

**HOUSTON CITY COLLEGE**  
**INVESTMENT PORTFOLIO COMPOSITION**  
**November 30, 2025**

Beginning Book Value (November 1, 2025)	\$	470,065,260
Beginning Market Value (November 1, 2025)	\$	471,886,568
Additions/Subtractions (Book Value - Net)	\$	(12,355,030)
Change in Market Value	\$	226,396
Ending Book Value (November 30, 2025)	\$	457,710,230
Ending Market Value (November 30, 2025)	\$	459,757,943
Unrealized Gain/(Loss)	\$	2,047,713
WAM (62% of Portfolio's Weighted Average Maturity )		1 day
WAM (38% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)		285

* Net amount provided/(for) operations	\$	(12,342,377)
* Net amount provided/(for) CIP/others		(12,653)
	\$	<u>(12,355,030)</u>

**EXECUTIVE SUMMARY**  
**INVENTORY HOLDINGS REPORT**  
**November 30, 2025**

	<u>Ending Book Value</u>	<u>Ending Market Value</u>	<u>Unrealized Gain (Loss)</u>
US Treasuries	\$ 137,851,280	\$ 139,647,283	\$ 1,796,003
US Agencies	35,032,692	35,284,402	251,709
Local Government Pools	150,471,527	150,471,527	-
Money Market Funds	84,388,301	84,388,301	-
Certificate of Deposit	50,000,000	50,000,000	-
Interest Bearing Checking	(33,570)	(33,570)	-
Total	<u>\$ 457,710,230</u>	<u>\$ 459,757,943</u>	<u>\$ 2,047,713</u>
WAR (Weighted Average Interest Rate)		<u>4.00%</u>	

**INVESTMENTS**  
**INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)**  
**November 30, 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	7,315	\$ (1,475)	\$ 7,506	\$ 8,790	\$ (62)	\$ 8,728	\$ 7,446	\$ -	\$ (1,282)
Fannie Mae ARM Pool 805454	Bank of America	4.6720%	0.0000%	12/23/04	12/01/34	8,273	(5,916)	8,506	14,189	(55)	14,134	8,458	-	(5,676)
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	10,122,984	9,980,570	-	9,980,570	10,150,939	27,956	170,369
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	10,000,171	9,837,891	-	9,837,891	9,999,853	(318)	161,963
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	9,955,859	9,966,406	-	9,966,406	9,973,828	17,969	7,422
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	14,777,930	14,510,850	-	14,510,850	14,808,984	31,055	298,134
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	10,048,438	9,996,484	-	9,996,484	10,063,672	15,234	67,188
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	3.6300%	3.5600%	09/13/24	09/13/27	15,000,000	(27,510)	14,982,803	15,027,510	-	15,027,510	15,009,346	26,543	(18,164)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	4.3500%	4.3430%	02/12/25	01/28/28	10,000,000	(1,750)	10,146,220	10,001,750	-	10,001,750	10,108,212	(38,008)	106,462
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	9,997,461	9,937,500	-	9,937,500	10,002,297	4,836	64,797
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	9,997,461	9,930,859	-	9,930,859	10,002,297	4,836	71,438
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	9,810,693	9,506,250	-	9,506,250	9,836,172	25,479	329,922
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	15,039,990	15,048,633	-	15,048,633	15,031,664	(8,326)	(16,969)
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	29,933,203	29,524,219	-	29,524,219	30,000,000	66,797	475,781
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	9,812,891	9,631,250	-	9,631,250	9,843,750	30,859	212,500
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	10,063,281	9,960,938	-	9,960,938	10,084,766	21,484	123,828
Debt Service 2001A Bond Interest Checking	Bank of America		1.9500%				-	1,308.84	1,308.84	2	1,311	1,311	-	-
HCCS Merchant Service	Bank of America		0.7100%				-	427.24	427.24	(362)	66	66	-	-
LTD 2013 Tax Bond General Checking	Bank of America		1.9500%				-	421.10	421.10	201	622	622	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs	Bank of America		3.9200%				-	3,186.48	3,186.48	11	3,197	3,197	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America		3.9200%				-	3,150,640	3,150,640	10,784	3,161,423	3,161,423	-	-
Debt Service 2001A Bond Interest Checking	JP Morgan Chase		3.9200%				-	-	-	-	-	-	-	-
HCCS Merchant Service	JP Morgan Chase		3.9200%				-	-	-	-	-	-	-	-
LTD 2013 Tax Bond General Checking	JP Morgan Chase		3.9200%				-	57,673.49	57,673.49	(93,242.18)	(35,568.69)	(35,568.69)	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs	JP Morgan Chase		0.0000%				-	94,000,001.00	94,000,001.00	(12,776,321.01)	81,223,679.99	81,223,679.99	-	-
Money Market 2006 Jr. Lien Debt Reserve	JP Morgan Chase		1.9500%				-	-	-	-	-	-	-	-
Chase Certificate of Deposit	JP Morgan Chase		3.4200%				-	50,000,000.00	50,000,000.00	-	50,000,000.00	50,000,000.00	-	-
Lone Star (Corporate Overnight Fund)	State Street Bank		4.1255%				-	68,702,168.80	68,702,168.80	230,862.02	68,933,030.82	68,933,030.82	-	-
TexPool - General Funds	State Street Bank		4.0372%				-	12,835,984.89	12,835,984.89	98,155.44	12,934,140.33	12,934,140.33	-	-
TexPool - Prime	State Street Bank		4.1459%				-	68,429,359.22	68,429,359.22	174,996.83	68,604,356.05	68,604,356.05	-	-
<b>TOTAL</b>								<b>\$ 471,886,568</b>	<b>\$ 470,065,260</b>	<b>\$ (12,355,030)</b>	<b>\$ 457,710,230</b>	<b>\$ 459,757,943</b>	<b>\$ 226,396</b>	<b>\$ 2,047,713</b>



# **Summary Operating Statements**

**For the Period  
September 1, 2025 - November 30, 2025**

**For the Meeting of the Board of Trustees - January 14, 2026**

**for  
Houston City College**

# Table of Contents

For the Period September 1, 2025 - November 30, 2025

## Houston City College

<b>Summary</b>	Summary of Financial Statements	1
<b>Revenues, Expenses &amp; Fund Balances</b>	Statement of Revenues, Expenses and Fund Balances - All Funds	3
<b>Operating Summary</b>	Unrestricted Revenues and Expenses	4
<b>Auxiliary Summary</b>	Auxiliary Revenues and Expenses by Fund	5
<b>Budgets &amp; Actuals Summary</b>	Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison	7
<b>Balance Sheet</b>	Balance Sheet by Fund	8
<b>Exemptions &amp; Waivers</b>	Exemptions and Waivers Detail	9

## **Summary of Financial Statements As of November 30, 2025**

On June 18, 2025, the Board of Trustees approved the FY 2026 operating budget totaling \$474 million. An additional \$1 million was approved at the August meeting, bringing the total approved budget to \$475 million. The FY 2026 budget included conservative revenue and expense estimates. Included in the FY 2026 budget are fund balance transfers totaling \$17.6 million; \$7.6 million to continue addressing deferred maintenance, and \$9 million for Houston Reconnect scholarships. At the August Board meeting the Board approved an additional \$1M for Connect 2 workforce scholarships.

The Board approved the FY 2026 Auxiliary budget, Restricted Funds budget, and the Capital and Technology Plan budget. The approved FY 2026 Auxiliary Services budget totals \$9.8 million. Overall, this is a 14% increase compared to the prior year, primarily due to annual salary increases, and overhead cost increases for non-payroll expenses. The Restricted budget totals \$151 million for grant activities, financial aid, and payments for employee benefits. Finally, the approved Capital and Technology Plan budget totals \$7.5 million, which is earmarked for the continuation of asset upgrades and replacement of information and instructional technology equipment.

The Unrestricted Fund as of November 30, 2025, total revenues and fund balance transfer-ins are \$150.2 million. This represents 31.6% of the budgeted total of \$474.9 million. Expenses total \$121.8 million to date, which is 25.7% of the total expense budget of \$474.9 million. Compared with the same period last year, revenues and transfers are higher by 18.5% and expenses are higher by 6.2%. Actual net revenue is \$28.3 million to date.

Ad Valorem tax revenue collections are higher when compared to last year. Taxes are billed in October and collected during the periods of December through February. Tax revenue will normalize and fall within budget by year end.

State appropriations are 14.6% higher when compared to prior year, however, appropriations are expected to be within budget by year-end.

Tuition and fees, net, which include revenues for semester credit hour (SCH) courses, are 6.5% higher than last year at this time. Gross tuition and fee revenues are up 10.6% 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 40.5% primarily due to Dual Credit waivers.

Continuing Education/Non-credit tuition and fees, net are 9.5% higher than last year at this time. Gross tuition and fees revenues are up by 9.5%.

Actual salaries for FY 2025 are 5.9% higher compared to FY 2025; this is due primarily to a Board approved salary increase of 2% for faculty and full-time employees. Part-time hourly staff

received a 1.5% increase. Employee benefits are higher by 6.9% for FY 2026 compared to FY 2025.

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 1,287,355 compared to this time in FY 2025 of \$1,500,797.

**HOUSTON CITY COLLEGE**  
**Statement of Revenues, Expenses and Fund Balances - All Funds**  
**As of November 30, 2025**

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
<b>Revenues</b>	\$ 132,582,110	\$ 13,822,153	\$ 3,096,230	\$ 30,011,471	\$ 63,816,852	\$ (28,063,765)	\$ 28,687,500	\$ 3,185,662	\$ -	\$ 247,138,213
<b>Expenses</b>										
Salaries	70,401,544	1,284,757	242,673	-	908,463	-	-	-	-	72,837,437
Employee Benefits	8,687,192	5,450,641	47,696	-	-	-	-	-	-	14,185,530
Supplies & General Expense	1,150,348	62,551	138,078	-	-	339	79,052	-	-	1,430,367
Travel	65,690	17,308	890	-	-	-	-	-	-	83,888
Marketing Costs	415,396	14,084	1,564	-	-	-	-	-	-	431,044
Rentals & Leases	23,445	-	850	-	-	-	-	-	-	24,295
Insurance/Risk Mgmt.	4,086,954	-	147	-	-	-	-	-	-	4,087,101
Contracted Services	3,595,594	47,039	134,016	-	-	5,160	95,224	(0)	-	3,877,032
Utilities	1,468,173	-	54,827	-	-	-	-	-	-	1,523,000
Other Departmental Expenses	1,199,835	129,542	72,083	-	63,939	-	-	-	-	1,465,399
Instructional & Other Materials	2,194,573	10,249	454	-	-	57,814	380,710	-	-	2,643,799
Maintenance & Repair	285,129	9,572	-	-	-	-	-	-	-	294,701
Transfers (In)/Out <sup>1</sup>	25,445,044	-	-	-	(461,117)	(29,265,716)	970,216	3,311,573	-	-
Debt	6,200	-	-	-	-	-	-	398,809	-	405,009
Capital Outlay	2,544,270	54,570	8,997	-	-	2,490,724	1,631,874	-	-	6,730,435
Amortization/Depreciation	-	-	-	-	-	-	-	-	-	-
Scholarship Distribution	274,897	-	579,960	30,011,471	63,420,229	-	-	-	9,177,970	103,464,528
<b>Total Expenses</b>	<b>121,844,284</b>	<b>7,080,311</b>	<b>1,282,235</b>	<b>30,011,471</b>	<b>63,931,515</b>	<b>(26,711,679)</b>	<b>3,157,075</b>	<b>3,710,382</b>	<b>9,177,970</b>	<b>213,483,564</b>
<b>Net Revenues/(Expenses)</b>	<b>10,737,826</b>	<b>6,741,842</b>	<b>1,813,995</b>	<b>-</b>	<b>(114,663)</b>	<b>(1,352,085)</b>	<b>25,530,425</b>	<b>(524,720)</b>	<b>(9,177,970)</b>	<b>33,654,650</b>
<b>Other Adjustments and Transfers</b>										
Debt Principal Payments <sup>2</sup>	-	-	-	-	-	-	-	-	-	-
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP <sup>2</sup>	-	-	-	-	-	256,501	1,392,443	-	2,310,271	3,959,215
Transfers of Completed Projects/Assets	-	-	-	-	-	-	-	-	-	-
Transfers of Balances between Funds	-	-	-	-	-	-	-	-	-	-
<b>Total Other Adjustments and Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>256,501</b>	<b>1,392,443</b>	<b>-</b>	<b>2,310,271</b>	<b>3,959,215</b>
<b>Beginning Fund Balances, Unaudited</b>	<b>42,783,471</b>	<b>897,080</b>	<b>23,605,095</b>	<b>238,698</b>	<b>4,017,685</b>	<b>113,211,233</b>	<b>-</b>	<b>20,049,078</b>	<b>603,653,201</b>	<b>808,455,540</b>
<b>Ending Fund Balances</b>	<b>\$ 53,521,296</b>	<b>\$ 7,638,922</b>	<b>\$ 25,419,091</b>	<b>\$ 238,698</b>	<b>3,903,022</b>	<b>\$ 112,115,648</b>	<b>\$ 26,922,868</b>	<b>\$ 19,524,358</b>	<b>\$ 596,785,501</b>	<b>\$ 846,069,405</b>

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

<sup>2</sup>Per 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 CITY COLLEGE**  
**Unrestricted Revenues and Expenses**  
**Comparison to Budget and Previous Fiscal Year**  
**As of November 30, 2025**  
**25% of Year**

	<b>Budget Comparison</b>			<b>Previous Fiscal Year Comparison</b>			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru November 30, 2025	Actuals as a % of Budget	Year-to-Date Actuals Thru November 30, 2025	Year-to-Date Actuals Thru November 30, 2024	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
<b>REVENUES</b>							
State Appropriations	\$ 72,938,399	\$ 37,371,606	51.2%	\$ 37,371,606	\$ 32,610,174	\$ 4,761,432	14.6%
Ad Valorem Taxes	242,337,151	169,127	0.1%	169,127	163,322	5,806	3.6%
Tuition & Fees, Net	114,395,960	85,842,329	75.0%	85,842,329	80,602,932	5,239,397	6.5%
Other Local Income	19,406,390	5,094,091	26.2%	5,094,091	2,562,461	2,531,630	98.8%
Tuition & Fees, Net -- Extended Learning	7,609,984	3,941,118	51.8%	3,941,118	3,597,931	343,186	9.5%
Grant Revenue - Indirect Cost	650,000	163,840	25.2%	163,840	171,108	(7,269)	-4.2%
<b>Total Revenues</b>	<b>457,337,884</b>	<b>132,582,110</b>	<b>29.0%</b>	<b>132,582,110</b>	<b>119,707,928</b>	<b>12,874,182</b>	<b>10.8%</b>
<b>Fund Balance Transfers-In</b>	<b>17,569,376</b>	<b>17,569,376</b>	<b>100.0%</b>	<b>17,569,376</b>	<b>7,045,981</b>	<b>10,523,395</b>	<b>149.4%</b>
<b>Total Revenues and Fund Balance Transfers</b>	<b>\$ 474,907,260</b>	<b>\$ 150,151,486</b>	<b>31.6%</b>	<b>\$ 150,151,486</b>	<b>\$ 126,753,909</b>	<b>\$ 23,397,577</b>	<b>18.5%</b>
 <b>EXPENSES</b>							
Salaries	263,910,317	70,401,544	26.7%	70,401,544	66,491,878	3,909,666	5.9%
Employee Benefits	39,768,492	8,687,192	21.8%	8,687,192	8,127,621	559,571	6.9%
Supplies & General Expense	6,376,594	1,149,947	18.0%	1,149,947	1,173,897	(23,949)	-2.0%
Travel	1,367,651	65,690	4.8%	65,690	94,968	(29,278)	-30.8%
Marketing Costs	4,234,888	415,396	9.8%	415,396	125,280	290,116	231.6%
Rentals & Leases	477,476	23,846	5.0%	23,846	112,288	(88,442)	-78.8%
Insurance/Risk Mgmt.	10,614,924	4,086,954	38.5%	4,086,954	3,973,205	113,749	2.9%
Contracted Services	39,905,920	3,595,594	9.0%	3,595,594	4,253,522	(657,928)	-15.5%
Utilities	11,657,218	1,468,173	12.6%	1,468,173	2,038,725	(570,552)	-28.0%
Other Departmental Expenses	6,008,364	1,199,835	20.0%	1,199,835	649,116	550,719	84.8%
Instructional & Other Materials	10,817,263	2,194,573	20.3%	2,194,573	2,622,650	(428,077)	-16.3%
Maintenance & Repair	2,801,005	285,129	10.2%	285,129	675,138	(390,009)	-57.8%
Transfers\Debt	43,562,510	25,451,244	58.4%	25,451,244	20,807,098	4,644,146	22.3%
Contingency/Initiatives	6,340,863	-	0.0%	-	-	-	0.0%
Capital Outlay	15,565,363	2,544,270	16.3%	2,544,270	3,547,800	(1,003,530)	-28.3%
Scholarship Distribution	11,498,412	274,897	2.4%	274,897	-	274,897	100.0%
<b>Total Expenses</b>	<b>\$ 474,907,260</b>	<b>\$ 121,844,284</b>	<b>25.7%</b>	<b>\$ 121,844,284</b>	<b>\$ 114,693,185</b>	<b>\$ 7,151,099</b>	<b>6.2%</b>
<b>NET REVENUE/(EXPENSES)</b>	<b>-</b>	<b>\$ 28,307,202</b>		<b>\$ 28,307,202</b>	<b>\$ 12,060,724</b>	<b>\$ 16,246,478</b>	

**HOUSTON CITY COLLEGE**  
**Auxiliary Revenues and Expenses by Fund**  
**As of November 30, 2025**

**Auxiliary Funds - Uncommitted Portion**

	Main Leasing	Misc. Auxiliary*	Bookstore Commission	Scholarships	Subtotal Uncommitted
<b>Revenues</b>	\$ 1,374,941	\$ 93,720	\$ 449,293	\$ -	\$ 1,917,954
<b>Expenses</b>					
Salaries	74,613	25,656	-	17,450.30	117,719
Employee Benefits	17,065	3,495	-	209.33	20,769
Supplies & General Expense	10,382	6,699	-		17,081
Travel			-		-
Marketing Costs			-		-
Rentals & Leases			-		-
Insurance/Risk Mgmt.			-		-
Contracted Services	107,861.78	4,042.80	-		111,905
Utilities			-		-
Other Departmental Expenses	54,939	65,347.37	-		120,287
Instructional & Other Materials			-		-
Maintenance & Repair			-		-
Transfers/Debt			-		-
Capital Outlay			-		-
Scholarship Distribution			-	579,959.98	579,960
<b>Total Expenses</b>	<u>264,861</u>	<u>105,240</u>	<u>-</u>	<u>597,620</u>	<u>967,720</u>
<b>Contribution to Fund Balance</b>	<u>\$ 1,110,080</u>	<u>\$ (11,519)</u>	<u>\$ 449,293</u>	<u>\$ (597,620)</u>	<u>950,234</u>
<b>Beginning Fund Balance, Unaudited</b>					<u>19,421,438</u>
<b>Ending Fund Balance</b>					<u>\$ 20,371,672</u>

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

**HOUSTON CITY COLLEGE**  
**Auxiliary Revenues and Expenses By Fund**  
**As of November 30, 2025**

**Auxiliary Funds - International and Committed Portions**

	<u>International</u>		<u>Committed</u>				<u>Total</u>
	<u>Other International Initiatives</u>	<u>Subtotal International</u>	<u>Student Vending Commission</u>	<u>Student Activity Fee</u>	<u>Student Athletic Fee</u>	<u>Subtotal Committed</u>	<u>Total Auxiliary</u>
<b>Revenues</b>	\$ -	\$ -	\$ -	\$ 664,928	\$ 513,348	\$ 1,178,276	\$ 3,096,230
<b>Expenses</b>							
Salaries	-	-	-	20,787.65	104,165.84	124,953	242,673
Employee Benefits	-	-	-	1,582.20	25,345.30	26,928	47,696
Supplies & General Expense	5,929	5,929	-	96,778.16	21,197.94	117,976	140,985
Travel	-	-	-	-	-	-	-
Marketing Costs	-	-	-	-	-	-	-
Rentals & Leases	-	-	-	-	-	-	-
Insurance/Risk Mgmt.	-	-	-	-	-	-	-
Contracted Services	-	-	-	6,425	20,975	27,400	139,305
Utilities	-	-	-	-	-	-	-
Other Departmental Expenses	-	-	-	5,954.21	5,375	11,329	131,615
Instructional & Other Materials	-	-	-	-	-	-	-
Maintenance & Repair	-	-	-	-	-	-	-
Transfers/Debt	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Scholarship Distribution	-	-	-	-	-	-	579,960
<b>Total Expenses</b>	<b>5,929</b>	<b>5,929</b>	<b>-</b>	<b>131,527</b>	<b>177,059</b>	<b>308,586</b>	<b>1,282,235</b>
<b>Contribution to Fund Balance</b>	<b>(5,929)</b>	<b>(5,929)</b>	<b>-</b>	<b>533,401</b>	<b>336,289</b>	<b>869,690</b>	<b>1,813,995</b>
<b>Beginning Fund Balance, Unaudited</b>		<b>1,399,422</b>	<b>(1,284,080)</b>	<b>2,083,297</b>	<b>1,985,018</b>	<b>2,784,235</b>	<b>23,605,095</b>
<b>Ending Fund Balance</b>	<b>\$ 1,393,494</b>		<b>\$ (1,284,080)</b>	<b>\$ 2,616,698</b>	<b>\$ 2,321,307</b>	<b>\$ 3,653,925</b>	<b>\$ 25,419,091</b>

**HOUSTON CITY COLLEGE**  
**Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison**  
**As of November 30, 2025**  
**25% of Year**

<b>Division</b>	<b>FY 2026 Adjusted Budget</b>	<b>Actuals as of November 30, 2025</b>	<b>% Spent</b>	<b>FY 2025 Adjusted Budget</b>	<b>Actuals as of November 30, 2024</b>	<b>% Spent</b>
Central College	\$ 16,741,995	\$ 4,418,187	26.4%	\$ 15,727,105	3,866,634	24.6%
Northwest College	20,455,112	5,130,877	25.1%	19,606,207	4,475,120	22.8%
Northeast College	18,662,244	4,890,962	26.2%	17,550,012	4,278,524	24.4%
Southwest College	17,828,760	5,013,785	28.1%	16,447,165	4,449,447	27.1%
Southeast College	18,893,073	5,245,881	27.8%	18,089,814	5,158,436	28.5%
Coleman College	24,247,624	5,607,173	23.1%	22,850,654	5,319,456	23.3%
Academic Instruction	86,275,386	24,644,810	28.6%	84,498,418	23,735,281	28.1%
Office of the Chancellor	12,539,266	2,693,556	21.5%	11,951,633	2,548,549	21.3%
Instructional Services	13,478,125	1,896,433	14.1%	13,187,533	1,814,341	13.8%
Online College	3,598,902	822,371	22.9%	3,447,178	756,300	21.9%
Student Services	11,201,343	1,991,923	17.8%	11,786,814	1,966,614	16.7%
Strategy, Planning & Institutional Effectiveness	5,481,118	1,003,031	18.3%	5,691,316	974,457	17.1%
External & Governmental Relations, Transfers and Alumni Relations	2,290,535	389,663	17.0%	2,086,732	262,517	12.6%
Legal & Compliance	19,466,516	5,292,706	27.2%	17,985,473	4,956,812	27.6%
Finance & Accounting	86,833,285	14,681,262	16.9%	82,393,931	18,637,177	22.6%
System	108,228,042	36,828,619	34.0%	117,908,678	30,478,953	25.8%
<b>Grand Total</b>	<b>\$ 474,907,260</b>	<b>\$ 121,844,284</b>	<b>25.7%</b>	<b>\$ 467,949,237</b>	<b>\$ 114,693,185</b>	<b>24.5%</b>

# HOUSTON CITY COLLEGE

## Balance Sheet by Fund

As of November 30, 2025

	CURRENT & LOAN FUNDS <sup>1</sup>	PLANT & BOND FUNDS <sup>2</sup>	TOTAL ALL FUNDS	PRIOR YEAR TOTAL ALL FUNDS
<b>ASSETS</b>				
Current Assets:				
Cash & cash equivalents	\$ 137,583,660	\$ 129,503,843	\$ 267,087,503	\$ 222,525,282
Accounts receivable (net)	61,302,492	2,949,363	64,251,855	33,361,251
Deferred charges	25,094	-	25,094	12,374,580
Prepays	4,810,287	-	4,810,287	9,098,114
<b>Total Current Assets</b>	<b>203,721,533</b>	<b>132,453,206</b>	<b>336,174,739</b>	<b>277,359,227</b>
Non-current Assets:				
Restricted cash & cash equivalents	-	23,996,406	23,996,406	34,810,115
Restricted long-term investments	-	15,905	15,905	-
Long-term investments	174,915,781	-	174,915,781	219,554,291
Long-term lease receivable	18,241,761	-	18,241,761	18,241,761
Capital assets, net	9,020,404	1,120,061,191	1,129,081,595	1,134,300,351
<b>Total Non-current Assets</b>	<b>202,177,946</b>	<b>1,144,073,502</b>	<b>1,346,251,448</b>	<b>1,406,906,518</b>
<b>Total Assets</b>	<b>\$ 405,899,479</b>	<b>\$ 1,276,526,708</b>	<b>\$ 1,682,426,187</b>	<b>\$ 1,684,265,745</b>
Deferred Outflows of Resources:				
OPEB	12,647,768	-	12,647,768	12,647,768
Pension	19,860,348	-	19,860,348	19,860,348
Advance Funding Valuation	-	1,300,727	1,300,727	1,300,727
<b>Total Deferred Outflows of Resources</b>	<b>\$ 32,508,116</b>	<b>\$ 1,300,727</b>	<b>\$ 33,808,843</b>	<b>\$ 33,808,843</b>
<b>Total Assets and Deferred Outflows of Resources</b>	<b>\$ 438,407,594</b>	<b>\$ 1,277,827,435</b>	<b>\$ 1,716,235,030</b>	<b>\$ 1,718,074,588</b>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	18,387,675	138,835	18,526,510	17,734,123
Accrued Interest- SBITA	466,208	-	466,208	466,208
Accrued liabilities	765,799	608,222	1,374,021	8,552,333
Compensated absences	15,972,276	-	15,972,276	15,972,276
Funds held for others	660,564	189,209	849,773	841,776
Deferred revenue	946,053	-	946,053	33,120,650
SBITA- Current portion	5,435,692	-	5,435,692	5,435,692
Net OPEB liability-current portion	4,009,122	-	4,009,122	4,009,122
Notes payable-current portion	-	728,033	728,033	728,033
Bonds payable-current portion	-	37,570,000	37,570,000	37,570,000
<b>Total Current Liabilities</b>	<b>46,643,389</b>	<b>39,234,299</b>	<b>85,877,688</b>	<b>124,430,213</b>
Non-current Liabilities:				
SBITA Liability	137,226,159	-	137,226,159	3,120,956
Net OPEB liability	91,994,941	-	91,994,941	137,226,159
Net pension liability	3,120,956	-	3,120,956	91,994,941
Notes payable	-	1,042,536	1,042,536	1,042,536
Bonds payable	-	473,846,086	473,846,086	473,846,086
<b>Total Non-current Liabilities</b>	<b>232,342,056</b>	<b>474,888,622</b>	<b>707,230,678</b>	<b>707,230,678</b>
<b>Total Liabilities</b>	<b>\$ 278,985,445</b>	<b>\$ 514,122,921</b>	<b>\$ 793,108,366</b>	<b>\$ 831,660,891</b>
Deferred Inflows of Resources:				
Leases	20,327,377	-	20,327,377	21,228,275
OPEB	41,352,953	-	41,352,953	41,352,953
Pension	7,020,792	-	7,020,792	7,020,792
Advance Funding Valuation	-	8,356,137	8,356,137	8,356,137
<b>Total Deferred Inflows of Resources</b>	<b>\$ 68,701,122</b>	<b>\$ 8,356,137</b>	<b>\$ 77,057,259</b>	<b>\$ 77,958,157</b>
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>\$ 347,686,567</b>	<b>\$ 522,479,058</b>	<b>\$ 870,165,625</b>	<b>\$ 909,619,048</b>
<b>Fund Balance</b>	<b>\$ 126,914,035</b>	<b>\$ 762,403,787</b>	<b>\$ 889,317,822</b>	<b>852,604,854</b>
<b>Beginning Fund Balances, Unaudited</b>	<b>71,542,029</b>	<b>736,913,510</b>	<b>808,455,539</b>	<b>734,321,024</b>
Net Revenue/(Expenses)				
Unrestricted	12,551,821	-	12,551,821	(24,597,750)
Restricted	6,627,178	-	6,627,178	674,395
Net Investment in Plant	-	18,434,867	18,434,867	98,057,870
<b>Ending Fund Balances</b>	<b>\$ 90,721,027</b>	<b>\$ 755,348,377</b>	<b>\$ 846,069,405</b>	<b>\$ 808,455,539</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 438,407,594</b>	<b>\$ 1,277,827,435</b>	<b>\$ 1,716,235,030</b>	<b>\$ 1,718,074,588</b>

<sup>1</sup> Includes Unrestricted, Restricted, Loan & Endowment, Scholarship, Agency and Auxiliary Funds.

<sup>2</sup> Includes Unexpended Plant, Retirement of Debt and Investment in Plant Funds.

**HOUSTON CITY COLLEGE**  
**Exemptions and Waivers Detail**  
As of November 30, 2025

	FY 2025		FY 2026	
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 11/30/2024	Year-to-Date Activity thru 11/30/2025	Actuals % Increase/ (Decrease)YTD vs. Prior YTD
<b>Tuition &amp; Fees</b>				
<b>Budget:</b>				
Adjusted Budget, Annual*	\$ 126,237,802	\$ 80,602,932	\$ 114,395,960	41.9%
<b>Revenues:</b>				
Gross Tuition & Fees	151,515,167	91,586,212	101,269,041	10.6%
<b>Waivers &amp; Exemptions:</b>				
Dual Credit & Early College HS	(19,222,225)	(9,718,059)	(14,019,820)	44.3%
Other	(2,947,494)	(1,265,221)	(1,406,892)	11.2%
Total Waivers & Exemptions	(22,169,719)	(10,983,280)	(15,426,712)	40.5%
<b>Total Tuition &amp; Fees Revenue, Net</b>	<b>\$ 129,345,448</b>	<b>\$ 80,602,932</b>	<b>\$ 85,842,329</b>	<b>6.5%</b>

<b>Tuition &amp; Fees - Extended Learning (EL)</b>				
<b>Budget:</b>				
Adjusted Budget, Annual*	\$ 7,885,993	\$ 3,597,931	\$ 7,609,984	111.5%
<b>Revenues:</b>				
Gross Tuition & Fees	8,435,498	3,597,931	3,941,117	9.5%
<b>Waivers &amp; Exemptions:</b>				
Department of Corrections	-	-	-	0.0%
<b>Total EL Tuition &amp; Fees Revenue, Net</b>	<b>\$ 8,435,498</b>	<b>\$ 3,597,931</b>	<b>\$ 3,941,117</b>	<b>9.5%</b>

	FY 2025		FY 2026	
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 11/30/2024	Year-to-Date Activity thru 11/30/2025	Actuals % Increase/ (Decrease)YTD vs. PriorYTD
<b>Exemptions &amp; Waivers</b>				
Dual Credit & Early College HS Waiver	19,222,225	9,718,059	14,019,820	44.3%
<b>Other Exemptions:</b>				
Employee Fee Exemptions	46,164	22,516	26,194	16.3%
Firemen	43,929	18,669	15,272	-18.2%
Hazelwood	1,265,115	540,018	597,891	10.7%
Deaf & Blind	141,103	75,231	80,541	7.1%
High Ranking High School Grad	1,364	880	-	-100.0%
Good Neighbor Program	104,266	44,832	21,622	-51.8%
Child of Disabled Vet	2,817	2,340	3,501	49.6%
Employee of State College & University	4,703	4,275	1,283	-70.0%
Non-resident Teach/Research Assistant	10,602	2,138	7,396	245.9%
Non-resident Competitive Scholarships	6,555	3,705	1,710	-53.8%
Senior Citizens	445,900	222,799	283,002	27.0%
Foster Children-Resident	301,126	139,470	174,513	25.1%
TX Tomorrow Waiver	277	278	-	100.0%
Peace Officer Exemption	16,211	6,006	8,432	40.4%
Adopted Student Waiver	357,878	180,510	185,535	2.8%
FAST Book & OD Fees	199,262	1,554	-	-100.0%
<b>Total Other Exemptions</b>	<b>2,947,494</b>	<b>1,265,221</b>	<b>1,406,892</b>	<b>11.2%</b>
<b>Grand Total Exemptions &amp; Waivers</b>	<b>\$ 22,169,719</b>	<b>\$ 10,983,280</b>	<b>\$ 15,426,712</b>	<b>40.5%</b>

\*Amount net of exemptions & waivers.

# ACTION ITEM

Meeting Date: January 21, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
7.	Approval of FY2027 Budget Guiding Principles	Dr. Margaret Ford Fisher Robert McCracken Dawn Stephens

## RECOMMENDATION

Approve the FY2027 Guiding Principles for the budget development process as described on the attached document.

## COMPELLING REASON AND BACKGROUND

- The proposed budget guiding principles support strategic alignment, financial accountability, and operational efficiency across the organization.
- The principles provide a clear framework for resource allocation that supports our mission and long-term objectives.
- These principles help streamline the budgeting process and enable informed decision-making at all levels.

## FISCAL IMPACT

None.

## LEGAL REQUIREMENT

None.

## STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

## ATTACHMENTS:

Description	Upload Date	Type
FY2027 Budget Guiding Principles	12/17/2025	Attachment

This item is applicable to the following: District

# FY2027 Budget Guiding Principles



## Alignment with Strategic Priorities

Ensure all budget decisions support the institution's strategic goals.



## Institutional Annual Priorities

Allocate resources to initiatives that advance yearly objectives and performance targets.



## Mitigation of Significant Risks

Incorporate risk management strategies to safeguard financial stability and operational continuity.



## Maintain Competitive Tax Rate

Tax rate should remain among the lowest of large urban peers to limit the burden on taxpayers.



## Maintain Affordable Tuition and Fees

Tuition and fees should remain among the lowest of large urban peers to ensure accessibility for students.



## Contingency Planning

The administration will implement contingency plans during the budget year when necessary to respond to changing conditions.

# ACTION ITEM

**Meeting Date:** January 21, 2026

**Topics for Discussion and/or Action**

ITEM #	ITEM TITLE	PRESENTER
A.	Personnel Agenda - Faculty	Dr. Margaret Ford Fisher Rodney Nathan

## RECOMMENDATION

Approval of the renewal of the Full-Time Faculty Contracts for Academic Year 2025-26.

## 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 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
January 2026 Agenda Faculty	12/18/2025	Cover Memo

## This item is applicable to the following:

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

# **APPENDIX**

(Board Action Required)

## **Personnel Agenda - Faculty**

**Board Meeting**

**January 5, 2026**

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

<b>Name</b>	<b>Previous Organization or HCCS Job Title</b>	<b>Proposed New Job Title</b>	<b>Contract Type/ Grade</b>	<b>Employment Action Reason</b>	<b>Annual Salary</b>	<b>Effective Date</b>
<b>1. Rhone, Erica</b>	F/T Government Instructor	F/T Government Instructor	10.5 months Grade: 12	F/T Temp F/T Regular	\$ 72,951	01/05/2026

# ACTION ITEM

**Meeting Date:** January 21, 2026

**Topics for Discussion and/or Action**

ITEM #	ITEM TITLE	PRESENTER
<b>B.</b>	<b>Full-Time Executive Administrator Employee Contracts</b>	<b>Dr. Margaret Ford Fisher Rodney Nathan</b>

## RECOMMENDATION

Authorize the Chancellor to enter into contracts for Full-time Executive Administrators (E40 and above) for the time period of January 1, 2026 - August 31, 2026.

## COMPELLING REASON AND BACKGROUND

Full-time contracted Executive Administrators are hired under term contracts. Each year contracts are reviewed, and a new contract is either extended or not extended under Policy DCA (LEGAL) – Employment Practices: Term Contracts.

All full-time Executive Administrators are extended or not extended new employment contracts each fiscal year.

## FISCAL IMPACT

Funds for the full-time Executive Administrator positions are provided for in the FY 2026 Unrestricted Budget.

## LEGAL REQUIREMENT

This board item is in accordance with Texas Local Government Code 180.007.

## STRATEGIC ALIGNMENT

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

## ATTACHMENTS:

Description	Upload Date	Type
Contract_Admin_Positions_Jan_2026 (2) - REVISED	1/19/2026	Attachment
Contract_Admin_Positions_Jan_2026 (2)	1/8/2026	Attachment

## This item is applicable to the following:

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

<b>Contract Full time Executive Administrators at E40 and above</b>						
<b>Job Title</b>	<b>Incumbent</b>	<b>Department</b>	<b>College</b>	<b>Annual Base Salary</b>	<b>Grade</b>	<b>Contract Effective Date</b>
Vice Chancellor, Instructional Services	Ramos,Miguel	Instructional Services	System	\$ 232,000.00	E40	1-Jan-26
Chief Human Resources Officer	Nathan,Rodney	Talent Engagement	System	\$ 230,000.00	E40	1-Jan-26
President	Herod Jr.,Edmund	Office of the President	Central College	\$ 262,702.00	E40	1-Jan-26
President	Fortune,Betty	Office of the President	Northeast College	\$ 262,702.00	E40	1-Jan-26
President	Hodges,Zachary	Office of the President	Northwest College	\$ 262,702.25	E40	1-Jan-26
President	Villagran-Glover,Frances	Office of the President	Southeast College	\$ 262,702.25	E40	1-Jan-26
President	Webster,Michael	Office of the President	Southwest College	\$ 262,702.00	E40	1-Jan-26
President	Harrison,Lutricia	Office of the President	Coleman College	\$ 262,702.00	E40	1-Jan-26
President, HCC Online and COE Academics	Drain,Jerome	Office of the President	Online College	\$ 262,702.00	E40	1-Jan-26
Special Assistant to the Chancellor	Huewitt,Kenneth	Office of the Chancellor	System	\$ 219,000.00	E40	1-Jan-26
Vice Chancellor, Administration and Operations	Mccracken,Robert	Administration and Operations	System	\$ 248,850.00	E40	1-Jan-26
Vice Chancellor, Administrative Services	Hurd,Warren	Instructional and Student Services	System	\$ 230,000.00	E40	1-Jan-26
Vice Chancellor, External and Governmental Relations, Transfer and Alumni Relations	Young,Remmele	Governmental, External Affairs, Transfer Services and Alumni Affairs	System	\$ 243,241.02	E40	1-Jan-26
Vice Chancellor, Strategic Communication and Marketing	Adil,Rima	Communications & Marketing	System	\$ 201,000.00	E40	1-Jan-26
Vice Chancellor, Strategy, Planning, Institutional Effectiveness	Burridge,Andrea	Strategic Planning & Institutional Effectiveness	System	\$ 237,000.00	E40	1-Jan-26
Vice Chancellor, Student Services	Alcorta,Lisa	Student Services	System	\$ 219,000.00	E40	1-Jan-26
Chief Information Officer	Sullivan, Barry	Information Technology	System	\$ 240,000.00	E40	1-Jan-26
General Counsel	Montgomery,Yolanda Nicole	General Counsel	System	\$ 251,800.00	E50	1-Jan-26
Chief AI Transformation Officer	McGee, Elizabeth **	Office of the Chancellor	System	\$ 251,800.00	E50	26-Jan-26
Sr. Vice Chancellor Instruction & Student Services and Chief Academic Officer	Perez, Norma	Instructional & Student Services	System	\$ 322,600.66	E60	1-Jan-26
				\$ 4,965,206.18		

Notes

All positions receive an annual mileage stipend of \$7,200.00

\*\* Contract start date corresponds to hire date

**Contract Full time Executive Administrators at E40 and above**

<b>Job Title</b>	<b>Incumbent</b>	<b>Department</b>	<b>College</b>	<b>Annual Base Salary</b>	<b>Grade</b>	<b>Contract Effective Date</b>
Vice Chancellor, Instructional Services	Ramos,Miguel	Instructional Services	System	\$ 232,000.00	E40	1-Jan-26
Chief Human Resources Officer	Nathan,Rodney	Talent Engagement	System	\$ 230,000.00	E40	1-Jan-26
President	Herod Jr.,Edmund	Office of the President	Central College	\$ 262,702.00	E40	1-Jan-26
President	Fortune,Betty	Office of the President	Northeast College	\$ 262,702.00	E40	1-Jan-26
President	Hodges,Zachary	Office of the President	Northwest College	\$ 262,702.25	E40	1-Jan-26
President	Villagran-Glover,Frances	Office of the President	Southeast College	\$ 262,702.25	E40	1-Jan-26
President	Webster,Michael	Office of the President	Southwest College	\$ 262,702.00	E40	1-Jan-26
President	Harrison,Lutricia *	Office of the President	Coleman College	\$ 262,702.00	E40	1-Jan-26
President, HCC Online and COE Academics	Drain,Jerome	Office of the President	Online College	\$ 262,702.00	E40	1-Jan-26
Special Assistant to the Chancellor	Huewitt,Kenneth	Office of the Chancellor	System	\$ 219,000.00	E40	1-Jan-26
Vice Chancellor, Administration and Operations	Mccracken,Robert	Administration and Operations	System	\$ 248,850.00	E40	1-Jan-26
Vice Chancellor, Administrative Services	Hurd,Warren	Instructional and Student Services	System	\$ 230,000.00	E40	1-Jan-26
Vice Chancellor, External and Governmental Relations, Transfer and Alumni Relations	Young,Remmele	Governmental, External Affairs, Transfer Services and Alumni Affairs	System	\$ 243,241.02	E40	1-Jan-26
Vice Chancellor, Strategic Communication and Marketing	Adil,Rima	Communications & Marketing	System	\$ 201,000.00	E40	1-Jan-26
Vice Chancellor, Strategy, Planning, Institutional Effectiveness	Burridge,Andrea	Strategic Planning & Institutional Effectiveness	System	\$ 237,000.00	E40	1-Jan-26
Vice Chancellor, Student Services	Alcorta,Lisa	Student Services	System	\$ 219,000.00	E40	1-Jan-26
Chief Information Officer	Sullivan, Barry	Information Technology	System	\$ 240,000.00	E40	1-Jan-26
General Counsel	Montgomery,Yolanda Nicole	General Counsel	System	\$ 251,800.00	E50	1-Jan-26
Chief AI Transformation Officer	McGee, Elizabeth **	Office of the Chancellor	System	\$ 251,800.00	E50	26-Jan-26
Sr. Vice Chancellor Instruction & Student Services and Chief Academic Officer	Perez, Norma	Instructional & Student Services	System	\$ 322,600.66	E60	1-Jan-26

Notes

All positions receive an annual mileage stipend of \$7,200.00

\* Receives annual content expertise stipend of \$5,000.00

\*\* Contract start date corresponds to hire date

# ACTION ITEM

**Meeting Date:** January 21, 2026

**Topics for Discussion and/or Action**

<b>ITEM #</b>	<b>ITEM TITLE</b>	<b>PRESENTER</b>
<b>C.</b>	<b>Election of Board Officers for 2026</b>	<b>Trustee Eva Loreda</b>

## **RECOMMENDATION**

Conduct the election of Board Officers for 2026.

## **COMPELLING REASON AND BACKGROUND**

In accordance with Article D, Section 1, Officers of the Board shall be elected by a majority of the total membership of the Board in January, or at any time thereafter, in order to fill a vacancy.

## **FISCAL IMPACT**

None

## **STRATEGIC ALIGNMENT**

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

**This item is applicable to the following:** District

# REPORT ITEM

**Meeting Date:** January 21, 2026

**Adjournment**

ITEM #	ITEM TITLE	PRESENTER
<b>XIV.</b>	<b>Appendix - No Action Required</b>	

## COMPELLING REASON AND BACKGROUND

## STRATEGIC ALIGNMENT

### ATTACHMENTS:

Description	Upload Date	Type
Agenda - January 2026 Staff Personnel Agenda	1/5/2026	Cover Memo

**This item is applicable to the following:**

# **APPENDIX**

(No Board Action Required)

## **Personnel Agenda - Staff**

**Board Meeting  
January 5, 2026**

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

<b>Name</b>	<b>Previous HCCS Job Title</b>	<b>New Job Title</b>	<b>College</b>	<b>FLSA/Grade</b>	<b>Annual Salary</b>	<b>Effective Date</b>
<b>Jimenez, Jesus</b>	P/T Library Assistant	F/T Library Assistant	Southwest	Non-Exempt Grade: 1	\$ 35,644	11/17/2025
<b>McMurray, Natasha</b>	P/T Assistant, Finacial Aid	F/T Reception Assistant	Southwest	Non-Exempt Grade: 1	\$ 37,114	12/1/2025
<b>Schwartz, Alan</b>	P/T Hardware/Software Technician	F/T Supervisor, Campus Technology Support	Southwest	Exempt Grade: 9	\$ 92,000	1/6/2026
<b>Tran, Thi Hong Nhung</b>	P/T Specialist, Instructional Support	F/T Lab Assistant II	System	Non-Exempt Grade: 2	\$ 39,000	12/1/2025

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

**INTERNAL HIRES**

<b>Name</b>	<b>Previous HCCS Job Title</b>	<b>New Job Title</b>	<b>College</b>	<b>FLSA/Grade</b>	<b>Annual Salary</b>	<b>Effective Date</b>
<b>Felton, April</b>	F/T Program Director	F/T Director, Entrepreneurial Initiatives & Community Relations	System	Exempt Grade:10	\$ 91,000	12/1/2025
<b>Francis, Clarence</b>	F/T Advisor, Financial Aid	F/T Coordinator, Financial Aid Customer Service	Southeast	Exempt Grade: 7	\$ 72,000	1/6/2026
<b>Gallegos, Teresa</b>	F/T Program Assistant	F/T Specialist, Student Records	System	Non-Exempt Grade: 4	\$ 46,000	1/6/2026
<b>Hawkins, Jeremy</b>	F/T Specialist, Eagle Online Services	F/T Web Application Developer	System	Exempt Grade:7	\$ 72,000	12/1/2025
<b>Hickman, Lear</b>	F/T Financial Coach	F/T Advisor, Financial Aid	Northwest	Exempt Grade: 5	\$ 68,000	12/1/2025
<b>Lozano, Linda</b>	F/T Accounting Specialist	F/T Accountant II	System	Exempt Grade:7	\$ 66,500	12/1/2025
<b>McLain, Tammy</b>	F/T Sr. Analyst, IT Project	F/T Manager, IT Service Compliance	System	Exempt Grade: 11	\$ 104,000	1/5/2026
<b>McDaniels, Jeffrey</b>	F/T Campus Technology Technician Sr.	F/T Supervisor, Campus Technology Support	Central	Exempt Grade: 9	\$ 75,000	1/6/2026
<b>Robinson, Kishon</b>	F/T Facilities Service	F/T Locksmith	System	Non-Exempt Grade:4	\$ 45,000	12/16/2025
<b>Sheikh, Omar</b>	F/T Procurement Liaison Analyst	F/T Budget Analyst Sr.	System	Exempt Grade:	\$ 74,000	12/1/2025
<b>Sheppard, Monique</b>	F/T Certifying Official, Veterans Affairs	F/T Specialist Sr., Talent Acquisition	System	Exempt Grade: 6	\$ 66,000	1/5/2026

<b>Tristan, Alicia</b>	F/T Campus Technology Technician Sr.	F/T Supervisor, Campus Technology Support	Northwest	Exempt Grade: 9	\$ 74,000	12/16/2025
<b>Waldo, David</b>	F/T Campus Technology Technician Sr.	F/T Supervisor, Campus Support Technology	Southeast	Exempt Grade: 9	\$ 75,000	12/16/2025

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

**EXTERNAL HIRES**

<b>Name</b>	<b>Previous Organization</b>	<b>New Job Title</b>	<b>College</b>	<b>FLSA/Grade</b>	<b>Annual Salary</b>	<b>Effective Date</b>
<b>Barnett, Sharita</b>	Dow Chemical Company	F/T Peace Officer	System	LEO Grade: 2	\$ 58,064	11/17/2025
<b>Bonner, Erika</b>	Cencora	F/T Computer Operator Sr.	System	Non-Exempt Grade: 5	\$ 65,000	12/1/2025
<b>Grover, Vanessa</b>	Director, Outreach & Recruitment	Director, College P-16	Northeast	Exempt Grade: 9	\$ 84,000	12/1/2025
<b>Mack, Mary</b>	Assumption Catholic Church School	F/T Program Manager	Southeast	Exempt Grade: 6	\$ 64,000	1/6/2026
<b>Nguyen, Jolly</b>	JC Penney's Portraits Studio	F/T Reception Assistant	Northeast	Non-Exempt Grade: 1	\$ 35,200	12/1/2025
<b>Pham, Haily</b>	The Enrichery	F/T Administrative Assistant	System	Non-Exempt Grade: 3	\$ 40,320	1/5/2026
<b>Swain, Kelcie</b>	Texas Southern University	F/T Coordinator, Community Outreach	System	Exempt Grade: 7	\$ 61,500	1/5/2026

**INFORMATION ITEMS - NO BOARD ACTION REQUIRED**

**SALARY CHANGES DUE TO AN ADDITION TO OR CHANGE IN THE EMPLOYEE'S JOB ASSIGNMENT OR DUTIES, OR WHEN AN ADJUSTMENT IN THE MARKET VALUE OF THE JOB WARRANTS ADDITIONAL COMPENSATION**

<b>Name</b>	<b>Job Title</b>	<b>FLSA/Grade</b>	<b>Salary</b>	<b>Effective Date</b>
<b>Adil, Dr. Rima</b>	<b>Vice Chancellor, Strategic Communications and Marketing</b>	<b>EXEC/40</b>	<b>\$ 201,000</b>	<b>01-01-2026</b>
<b>Nathan, Rodney</b>	<b>Chief Human Resources Officer</b>	<b>EXEC/40</b>	<b>\$ 230,000</b>	<b>01-01-2026</b>

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

**SEPARATIONS OF EMPLOYMENT**

<b>Name</b>	<b>Employment details</b>	<b>Effective Date</b>
<b>Hipp, Lisa</b>	International Business Instructor, Southeast	11/16/2025
<b>Hawn, Sherry</b>	Sr. Vice Chancellor, Finance & Administration & Chief Financial Officer, System	12/1/2025