



## **AGENDA**

### **BOARD GOVERNANCE COMMITTEE OF THE BOARD OF TRUSTEES**

**May 6, 2026  
3:00 PM**

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

**NOTICE OF A MEETING OF THE  
*Board Governance Committee*  
OF THE BOARD OF TRUSTEES**

**HOUSTON CITY COLLEGE**

**May 6, 2026**

Notice is hereby given that a Meeting of the Board Governance Committee of the Board of Trustees of Houston City College will be held on Wednesday, May 6, 2026 at 3:00 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 Committee Chair and items listed for closed session discussion may be discussed in open session and vice versa as permitted by law. Actions taken at this Meeting do not constitute final Board action and are only Committee recommendations to be considered by the Board at the next Regular Board meeting.

**I. Call to Order**

- A. Opportunity for Public Comments

**II. Topics For Discussion and/or Action:**

- A. Proposed Changes to DH (LOCAL) Employee Standards of Conduct
- B. Proposed Changes to DM (LOCAL) Termination of Employment
- C. Proposed Changes to EGA (LOCAL) Academic Achievement: Grading and Credit
- D. Proposed Changes to FB (LOCAL) Admissions
- E. Proposed Changes to FC (LOCAL) Registration and Attendance
- F. Proposed Changes to FLB (LOCAL) Student Rights and Responsibilities: Student Conduct
- G. Proposed Changes to FLBE (LOCAL) Student Conduct: Alcohol and Drug Use
- H. Proposed Changes to DHB (LOCAL) Employee Standards of Conduct: Child Abuse and Neglect Reporting

**III. 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.

**IV. 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.

**V. Reconvene in Open Meeting**

**VI. Adjournment**

**CERTIFICATE OF POSTING OR GIVING NOTICE**

On this **30th Day of April**, 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:

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Sharon R. Wright  
Director, Board Services

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
A.	Proposed Changes to DH (LOCAL) Employee Standards of Conduct	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Chena Spencer

## RECOMMENDATION

Approve the revisions to DH (LOCAL) policy as set forth in the attached.

## COMPELLING REASON AND BACKGROUND

Recommended revisions address HB 46, which prohibits a college from restricting the storage of low-THC cannabis authorized by state law. Additionally, the proposed revisions prohibit storage of alcohol or controlled substances on College property.

All proposed changes are recommended by TASB.

## STRATEGIC ALIGNMENT

### ATTACHMENTS:

Description	Upload Date	Type
Policy Overview Summary	4/29/2026	Attachment
DH (LOCAL)	4/20/2026	Attachment

This item is applicable to the following:

## Policy Overview Summary

### D - PERSONNEL

Policy (LOCAL)	Policy Title	Action to be Taken	Proposed Change	Update Rationale
DH	Employee Standards of Conduct	Revised	TASB	Address HB 46, which prohibits a college from restricting the storage of low-THC cannabis authorized by state law. Additionally, the propose revisions prohibit of storage of alcohol or a controlled substances on College property.
DHB	Employee Standards of Conduct: Child Abuse and Neglect Reporting	Revised	TASB	Recommended revisions incorporate SB 571, which requires the Reporting of instances of child abuse or neglect to a law enforcement agency <b>within 24 hours</b> and amends the definition of law enforcement agency.
DM	Termination of Employment	Revised	TASB & HCC Admin	Language related to the dismissal of noncontractual employees has been added to this policy to consolidate provisions concerning the termination of <b>at-will employees</b> . The Administration recommends adding ' <b>DCC (Legal)</b> ' to clarify the meaning of ' <b>at-will</b> ' under this section.

### E - INSTRUCTION

Policy (LOCAL)	Policy Title	Action to be Taken	Proposed Change	Update Rationale
EGA	Academic Achievement: Grading and Credit	Revised	TASB & HCC Admin	<p><b>TASB</b> -- A cross reference has been added to policy code FB to incorporate provisions related to the Academic Fresh Start program.</p> <p><b>HCC Admin</b> -- Under the <b>Transfer of Course Credit</b> section, the edits to the second paragraph reflect that HCC now offers baccalaureate degrees.</p>

## F - STUDENT

Policy (LOCAL)	Policy Title	Action to be Taken	Proposed Change	Update Rationale
FB	Admissions	Revised	TASB & HCC Admin	<p><b>TASB</b> -- A cross reference has been added to this policy to incorporate provisions related to SB 37, SB 365 and transfer of credit.</p> <p><b>HCC Admin</b> -- SB 365 made an adjustment to allow institutions of higher education to disregard coursework older than <b>5 years</b> under the Academic Fresh start Program which is reduced from the <b>10 years</b> previously required. If an institution elects to disregard credits earned during the five- to ten-year period preceding enrollment, it must exclude all such credits and is prohibited from awarding credit for those courses. Adoption of this recommendation will expand access for students seeking to return to higher education whose previous coursework may adversely affect their grade point average. It may also contribute to increased enrollment and completion rates, consistent with the institution's commitment to student success.</p> <p><i>The policy will be implemented beginning in the Fall 2026 semester.</i></p>
FC	Registration and Attendance	Revised	TASB & HCC Admin	<p><b>TASB</b> -- Language has been added and reorganized to address administrative procedures related to registration.</p> <p><b>HCC Admin</b> -- The <b>deletion in first paragraph</b> was made by the Administration to ensure alignment with HCC practice.</p>
FLB	Student Rights and Responsibilities: Student Conduct	Revised	TASB	<p>At Behavior Targeting Others, a cross reference has been added to policy code FM to incorporate the definition of antisemitism required to be used in discipline for Student Code of Conduct violations, as provided by SB 326.</p>
FLBE	Student Conduct: Alcohol and Drug Use	Revised	TASB	<p>Recommended revisions address HB 46, which prohibits a college from restricting the storage of low-THC cannabis authorized by state law.</p>

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

The Board shall be committed to creating an inviting, safe, and healthy place to work and learn where day-to-day interactions are based upon respect. Employees of the College District shall be expected to uphold the highest ethical and professional standards for personal conduct and work performance, contributing to a positive, respectful working and learning environment free from harassment, threats, intimidation, violence, or any other misconduct. The related procedures that follow support this policy and further outline these expectations.

All College District employees shall perform their duties in accordance with state and federal law, College District policy, procedure, and ethical standards.

All College District personnel shall recognize and respect the rights of students, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the College District.

Any person (employee, student, vendor, visitor, community member, and the like) who intimidates, threatens, or exhibits violent or disruptive behavior while on campus or when acting on behalf of the College District away from campus shall be immediately removed from the classroom or workplace.

Employees wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

**Violations**

Employees shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to their status as College District employees. Violation of any policies, regulations, or guidelines may result in disciplinary action, including termination of employment. [See DCC and DM series]

**Misconduct by  
Certain Law  
Enforcement  
Personnel**

The Chancellor or designee and the College District police department shall develop regulations, in accordance with law, addressing the investigation of allegations of misconduct by peace officers and telecommunicators.

**Attendance and  
Punctuality**

The College District shall require each employee to report to work as scheduled. Regular and punctual attendance is essential to the efficient and orderly operations of the College District.

**Personal  
Appearance**

Employees, vendors, and independent contractors shall use good judgment at all times regarding their personal appearance. Flagrant violations of commonly accepted standards of cleanliness or dress may be cause for disciplinary action.

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

<b>Electronic Media</b>	Electronic media includes all forms of social media, such as text messaging, instant messaging, electronic mail (email), web logs (blogs), electronic forums (chat rooms), video-sharing websites, editorial comments posted on the internet, and social network sites. Electronic media also includes all forms of telecommunication, such as landlines, cell phones, and web-based applications.
Record Retention	An employee shall comply with the College District's requirements for records retention and destruction to the extent those requirements apply to electronic media. [See CIA and GCB]
Personal Use	Employees shall be held to the same professional standards in their public use of electronic media as they are for any other public conduct. If an employee's use of electronic media violates state or federal law or College District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.
<b>Safety Requirements</b>	All employees shall adhere to College District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.
<b>Tobacco and E-cigarettes</b>	<p>An employee shall not use tobacco products or e-cigarettes on College District property, in College District vehicles, or at College District-related activities, unless authorized by the Chancellor or designee. [See FLBD]</p> <p>An employee shall not give or sell tobacco products or e-cigarettes to a person in violation of law.</p>
<b>Alcohol and Drugs</b>	<p>A copy of this policy, the purpose of which is to eliminate drug abuse from the workplace, shall be provided to each employee at the beginning of each year or upon employment.</p> <p>Employees shall be prohibited from using, possessing, controlling, storing, manufacturing, transmitting, distributing, dispensing, selling, or being under the influence of any of the following substances while conducting College District business or while on College District property, in College District vehicles, or at College District-related activities, whether during or outside of usual working hours:</p> <ol style="list-style-type: none"><li>1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.</li><li>2. Alcohol or any alcoholic beverage.</li></ol>

**Commented [JL1]:** ALL revisions are recommended by TASB and Board Counsel and Administration are in concurrence.

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any performance-enhancing substance, including steroids.
5. Any designer drug.
6. Any other intoxicant, or mood-changing, mind-altering, or behavior-altering drugs.

The transmittal, sale, or attempted sale of what is represented to be any of the above-listed substances shall also be prohibited under this policy.

An employee need not be legally intoxicated to be considered “under the influence” of alcohol or a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, controls, stores, sells, transmits, distributes, or dispenses a substance listed above as part of the employee’s job responsibilities;
2. Uses ~~or possesses~~, possesses, or stores a controlled substance or drug authorized by a licensed physician prescribed for the employee’s personal use;
3. Possesses or stores a controlled substance or drug that a licensed physician has prescribed for the employee’s child or other individual for whom the employee is a legal guardian;
4. Cultivates, possesses, transports, or sells hemp as authorized by law; or
5. Possesses, sells, or distributes Dextromethorphan.

With the prior consent of the Board or the Chancellor, the alcohol provisions may be waived with respect to a specific location on College District property or a specific event that is sponsored by the College District.

State law shall be strictly enforced at all times on all property controlled by the College District in regard to the possession and consumption of alcoholic beverages. [See DGC(LOCAL)]

Paraphernalia

The use, possession, control, storage, manufacture, transmission, distribution, dispensation, or sale of paraphernalia related to any prohibited substance is prohibited.

Notice

Each employee shall be given a copy of the College District’s notice regarding a drug-free workplace. [See DI(EXHIBIT)]

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

**Arrests, Indictments,  
Convictions, and  
Other Adjudications**

An employee shall notify the employee's immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony or offense involving moral turpitude.

Moral Turpitude

Moral turpitude includes but is not limited to:

1. Dishonesty, fraud, deceit, theft, or misrepresentation;
2. Deliberate violence;
3. Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
4. Felony possession, transfer, sale, distribution, or conspiracy to possess, transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
5. Acts constituting public intoxication, operating a motor vehicle while under the influence of alcohol, or disorderly conduct, if any two or more acts are committed within any 12-month period; or
6. Acts constituting abuse under the Texas Family Code.

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
<b>B.</b>	<b>Proposed Changes to DM (LOCAL) Termination of Employment</b>	<b>Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Chena Spencer</b>

## RECOMMENDATION

Approve the proposed revisions to DM (LOCAL) Termination of Employment, as set forth in the attached.

## COMPELLING REASON AND BACKGROUND

Language related to dismissal of noncontractual employees has been added to this policy to consolidate language related to termination of At-Will Employees.

The proposed changes are recommended by TASB, except the Administration recommends adding a reference from DCC (Legal) to define “at-will” employment.

## STRATEGIC ALIGNMENT

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

### ATTACHMENTS:

Description	Upload Date	Type
DM (LOCAL)	4/21/2026	Attachment

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

TERMINATION OF EMPLOYMENT

DM  
(LOCAL)

**At-Will Employees**

All College District employees who do not hold written employment contracts authorized by the Board are employed at will and have no entitlement to continued employment. At-will employees shall be hired by the Chancellor or designee.

The Board delegates to the Chancellor final authority to dismiss noncontractual employees on an at-will basis. At-will employees may be dismissed at any time for any reason not prohibited by law or for no reason, as determined by the needs of the College District. See DCC (Legal).

**Commented [JL1]:** The revision was made by TASB, and Board Counsel and the Administration are in concurrence.

**Commented [JL2]:** The Administration recommends this change to clarify 'at-will' under this section.

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
C.	Proposed Changes to EGA (LOCAL) Academic Achievement: Grading and Credit	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Chena Spencer

## RECOMMENDATION

Approve the revisions to EGA (LOCAL) Academic Achievement: Grading and Credit, recommended by TASB and the Administration, as set forth in the attached.

## COMPELLING REASON AND BACKGROUND

A cross reference has been added to policy code FB to incorporate provisions related to the Academic Fresh Start program. The proposed changes are recommended by TASB, except the Administration recommends the following:

- Under the Transfer of Course Credit section, the edits to the second paragraph reflect that HCC now offers baccalaureate degrees.

## STRATEGIC ALIGNMENT

1. *Student Success*, 3. *Academic Rigor*

### ATTACHMENTS:

Description	Upload Date	Type
EGA (LOCAL)	4/21/2026	Attachment

This item is applicable to the following: District

The vice chancellor of instruction and chief academic officer, in collaboration with faculty, shall establish the manner by which grades shall be determined and credit shall be awarded. These provisions shall include the methods for reporting student grades, the calculation of a student's grade point average (GPA), the classification of students based on credits earned, the transfer of credits, student standards of performance, grade appeal procedures, and any other relevant matters. The provisions shall be published in the College District catalog. The Chancellor shall develop written procedures to implement the grading and credit provisions. [For class rank calculations and honors determinations, see EGB; [For transfer of credit under the Academic Fresh Start program, see FB.](#)]

**Transfer of Course  
Credit**

The College District shall publish guidelines regarding the transfer of course credit in the course catalog and on the College District website. The College District shall identify a course in the guidelines by using any common course numbering system adopted by the Coordinating Board.

The College District shall offer college-level freshman and sophomore academic transfer courses leading to two-year Associate of Arts (AA), Associate of Science (AS), Associate of Science Engineering Science (ASES), and Associate of Arts in Teaching (AAT) degrees. ~~The associate degree reflects the highest level of educational attainment the College District awards students.~~ All academic courses and degrees are designed to transfer to baccalaureate programs in four-year colleges and universities. [The College District shall also offer baccalaureate degrees leading to a Bachelor of Applied Technology \(BAT\) in Artificial Intelligence and Robotics and Bachelor of Applied Science \(BAS\) in Healthcare Management.](#)

Academic course offerings are based on the Coordinating Board Academic Course Guide Manual (ACGM).

**Transfer Dispute  
Resolution**

The College District shall adhere to procedures adopted by the Coordinating Board to resolve any disputes concerning the transfer of lower division course credit. The procedures shall be published in the College District course catalog.

**Effective Date**

~~This policy shall be effective as of the adoption date, November 6, 2019.~~

**Commented [JL1]:** This change is recommended by TASB.

**Commented [JL2]:** The Administration recommends this change as the current language does not accurately reflect that HCC offers baccalaureate degrees.

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
D.	Proposed Changes to FB (LOCAL) Admissions	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Norma Perez Dr. Chena Spencer

## RECOMMENDATION

Approve the revisions to FB (LOCAL) regarding Academic Achievement: Grading and Credit, which are recommended by TASB and the Administration, as reflected in the attached document.

## COMPELLING REASON AND BACKGROUND

Recommended revisions address SB 37, clarifying that the board must develop admission procedures in collaboration with the college's chief executive officer.

The proposed changes are recommended by TASB, except the Administration recommends the following:

- SB 365 made an adjustment to allow institutions of higher education to disregard coursework older than 5 years under the Academic Fresh Start Program which is reduced from the previous policy of 10 years.
- If an institution elects to disregard credits earned during the 5-10 years period preceding enrollment, it must exclude all such credits and is prohibited from awarding credit for those courses.
- Adoption of this recommendation will expand access for students seeking to return to higher education whose previous coursework may adversely affect their grade point average. It may also contribute to increased enrollment and completion rates, consistent with the institution's commitment to student success.
- **This new adopted policy will begin for the Fall 2026 semester.**

## STRATEGIC ALIGNMENT

1. Student Success, 3. Academic Rigor, 5. College of Choice

### ATTACHMENTS:

Description	Upload Date	Type
FB (LOCAL)	4/21/2026	Attachment

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

**Admissions  
Generally**

The College District has an open admissions policy that ensures that all persons who can benefit from postsecondary education have an opportunity to enroll. The College District shall not discriminate on the basis of race, color, sex, national origin, religion, disability, age, or military status in admissions.

Admission to the College District does not guarantee admittance to a particular course or program of study. A student may be required to satisfy certain requirements before enrolling in particular courses of study.

The Board, in collaboration with the Chancellor, shall develop procedures for student admissions, including any additional course admission requirements. The procedures shall be published in the College District catalog and other relevant College District publications.

**Academic Fresh  
Start**

A resident of Texas may apply for admission and enroll as a student under the Academic Fresh Start program pursuant to the admissions procedures.

If an applicant elects to seek admission under the Academic Fresh Start program, the College District, in considering an applicant for admission, shall not consider academic course credits or grades earned by the applicant ~~405~~ or more years prior to the starting date of the semester in which the applicant seeks to enroll. The College District shall disregard all course credits or grades earned during the ~~405~~ years prior to the student's enrollment and may not award any credit for those courses. [See EGA]

**Commented [JL1]:** All revisions are recommended by TASB, and both Board Counsel and the Administration concur.

**Commented [JL2]:** This revision is recommended by the Administration.

**Commented [JL3]:** This revision is recommended by the Administration.

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
E.	Proposed Changes to FC (LOCAL) Registration and Attendance	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Chena Spencer

## RECOMMENDATION

Approve the proposed revisions to FC(LOCAL) Registration and Attendance, as set forth in the attached.

## COMPELLING REASON AND BACKGROUND

Language has been added and reorganized to address administrative procedures related to registration. The proposed changes are recommended by TASB, except the Administration recommends the following:

- The deletion in the first paragraph was made by the Administration to ensure alignment with HCC practice.

## STRATEGIC ALIGNMENT

1. Student Success, 3. Academic Rigor, 5. College of Choice

## ATTACHMENTS:

Description	Upload Date	Type
FC (LOCAL)	4/21/2026	Attachment

This item is applicable to the following: District

REGISTRATION AND ATTENDANCE

FC  
(LOCAL)

Registration and Attendance

The general requirements for registration and attendance are included herein and in the current College District catalog as mandated by the state and approved by the Board. The College District reserves the right to modify any statement concerning registration or attendance as necessitated by the College District or legislative action.

**Commented [JL1]:** All Revisions are recommended by TASB, and the Board Counsel and Administration are in concurrence.

**Commented [JL2]:** This deletion was made by the Administration to ensure alignment with HCC practice.

The Chancellor shall develop procedures addressing registration and attendance requirements, including procedures for all excused absences consistent with applicable law.

Attendance Expectations

The Board shall foster an atmosphere of optimal academic achievement. To that end, student attendance in class is important for the educational experience, and students are expected to attend all classes in which they are enrolled.

~~The general requirements for attendance are included herein and in the current College District catalog as mandated by the state and approved by the Board. The College District reserves the right to modify any statement concerning attendance as necessitated by the College District or legislative action. The College District reserves the right to cancel classes on any given day and/or evening due to current conditions and/or necessity.~~

Religious Holy Days

The College District shall include in its catalog and official bulletins a statement regarding its specific attendance policies and procedures for religious holy days.

~~The Chancellor shall develop procedures addressing attendance requirements, including procedures for all excused absences consistent with applicable law.~~

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
F.	Proposed Changes to FLB (LOCAL) Student Rights and Responsibilities: Student Conduct	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Chena Spencer

## RECOMMENDATION

Approve the proposed revisions to **FLB (LOCAL)** Student Rights and Responsibilities: Student Conduct, as recommended in TASB Update 50.

## COMPELLING REASON AND BACKGROUND

At Behavior Targeting Others, a cross reference has been added to policy code FM to incorporate the definition of antisemitism required to be used in discipline for Student Code of Conduct violations, as provided by SB 326.

All proposed changes are recommended by TASB.

## STRATEGIC ALIGNMENT

### ATTACHMENTS:

Description	Upload Date	Type
FLB (LOCAL)	4/21/2026	Attachment

This item is applicable to the following:

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FLB  
(LOCAL)

The Board views college-level students as adults who subscribe to a basic standard of conduct, which requires that they not violate any municipal, state, or federal laws. Furthermore, no student may disrupt or otherwise interfere with any educational activity or fellow students' right to pursue academic goals to the fullest in an atmosphere appropriate to a community of scholars.

Any student failing to abide by appropriate standards of conduct during scheduled College District activities may be subject to disciplinary action. Students suspected of violating the Student Code of Conduct shall be subject to the disciplinary process. Students have the right to due process. Violations of the Student Code of Conduct include, but are not limited to: infractions related to bullying, smoking, drug-free school, scholastic dishonesty, misuse of electronic devices, disruptive behavior, threatening behavior, organizational discipline, and general student conduct. [For detailed information regarding violations of the Student Code of Conduct and the disciplinary and appeal process and penalties, consult the Student Code of Conduct and Discipline Procedures]

**Definitions**

Definitions of terms used in this policy shall be as follows.

Student

A "student" shall mean an individual who is currently enrolled in the College District and any prospective or former student who has been accepted for admission or readmission to any component institution while on the premises of any component institution.

Premises

The "premises" of the College District is defined as all real property over which the College District has possession and control.

Scholastic Dishonesty

"Scholastic dishonesty" shall include, but not be limited to, cheating, plagiarism, and collusion.

"Cheating" shall include, but not be limited to:

1. Copying from another student's test or class work;
2. Using test materials not authorized by the person administering the test;
3. Collaborating with or seeking aid from another student during a test without permission from the test administrator;
4. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test, paper, or another assignment;
5. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test;

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FLB  
(LOCAL)

6. Substituting for another student, or permitting another student to substitute for oneself, to take a test;
7. Bribing another person to obtain an unadministered test or information about an unadministered test;
8. Manipulating a test, assignment, or final course grades; or
9. The unauthorized use of Artificial Intelligence (AI).

“Plagiarism” shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work including the unauthorized use of work generated by AI.

“Collusion” shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

Scholastic dishonesty shall also include fraud, unethical conduct, or intentional misconduct by administrators, faculty, staff, or students, including but not limited to, the falsification or unauthorized altering of information of a student record (including information in an official student information system).

“Unauthorized disclosure” occurs when any student provides instructional materials and/or assessments to other students in violation of a clear prohibition by the instructor. Examples include: posting assessment items to online sites such as Chegg or CourseHero; asking exam questions in forums like Reddit or Yahoo Answers; discussions of confidential questions using WeChat or GroupMe, etc.

Disorderly Conduct

“Disorderly conduct” shall include any of the following activities occurring on premises owned or controlled by the College District:

1. Behavior of a boisterous and tumultuous character such that there is a clear and present danger of alarming persons where no legitimate reason for alarm exists.
2. Interference with the peaceful and lawful conduct of persons under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.
3. Violent and forceful behavior at any time such that there is a clear and present danger that free movement of other persons will be impaired.

STUDENT RIGHTS AND RESPONSIBILITIES  
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4. Behavior involving personal abuse or assault when such behavior creates a clear and present danger of causing assaults or fights.
5. Violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.
6. Willful and malicious behavior that interrupts the speaker of any lawful assembly or impairs the lawful right of others to participate effectively in such assembly or meeting when there is reason to believe that such conduct will cause or provoke a disturbance.
7. Willful and malicious behavior that obstructs or causes the obstruction of any doorway, hall, or any other passageway in a College District building to such an extent that the employees, officers, and other persons, including visitors, having business with the College District are denied entrance into, exit from, or free passage in such building.

**Responsibility**

Each student shall be charged with notice and knowledge of, and shall be required to comply with, the contents and provisions of the College District's policies, procedures, handbooks, rules, and regulations concerning student conduct.

All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. Each student shall be expected to:

1. Demonstrate courtesy, even when others do not;
2. Behave in a responsible manner, always exercising self-discipline;
3. Attend all classes, regularly and on time;
4. Prepare for each class and take appropriate materials and assignments to class;
5. Obey all classroom rules;
6. Respect the rights and privileges of students, faculty, and other College District staff and volunteers;
7. Respect the property of others, including College District property and facilities; and
8. Cooperate with and assist the College District staff in maintaining safety, order, and discipline.

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<b>Prohibited Conduct</b>	Violations of federal, state, or local law or College District policies, procedures, or rules, including the student handbook and/or the Student Code of Conduct and Discipline Procedures shall be prohibited.
Federal, State, and Local Law	
Prohibited Weapons and Devices	Possession, distribution, sale, or use of firearms, location-restricted knives, clubs, knuckles, firearm silencers, or other prohibited weapons or devices in violation of law or College District policies and procedures shall be prohibited. [See CHF]
Drugs and Alcohol	Behaviors regarding drugs and alcohol and associated paraphernalia shall be prohibited as described in policy FLBE.
Debts	Owing a monetary debt to the College District that is considered delinquent or writing an "insufficient funds" check to the College District shall be prohibited. Appropriate personnel at the College District may be designated by College District officials to notify students of dishonored checks, library fines, nonpayment of loans, and similar debts. Such personnel may temporarily block admission or readmission of a student until the matter is resolved. If the matter is not settled within a reasonable time, such personnel shall refer the matter to the Vice Chancellor of Student Services or designee for appropriate action. Such referral does not prevent or suspend proceeding with other appropriate civil or criminal remedies by College District personnel.
Disruptions	"Disorderly conduct," as defined above, or disruptive behavior shall be prohibited.
Behavior Targeting Others	The following behavior targeting others shall be prohibited: <ol style="list-style-type: none"><li>1. Threatening another person, including a student or employee;</li><li>2. Intentionally, knowingly, or negligently causing physical harm to any person;</li><li>3. Engaging in conduct that constitutes harassment, sexual assault, dating violence, stalking, or bullying directed toward another person, including a student or employee; [See DIA series, FFD series, FFE, and FFEFM as appropriate]</li><li>4. Hazing with or without the consent of a student; [See FLBC]</li><li>5. Initiations by organizations that include features that are dangerous, harmful, or degrading to the student, a violation of which also renders the organization subject to appropriate discipline; and</li><li>6. Endangering the health or safety of members of the College District community or visitors to the premises.</li></ol>

**Commented [JL1]:** Revisions are recommended by TASB and Board Counsel and Administration are in concurrence.

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Property	<p>The following behavior regarding property shall be prohibited:</p> <ol style="list-style-type: none"><li>1. Intentionally, knowingly, or negligently defacing, damaging, misusing, or destroying College District property or property owned by others;</li><li>2. Stealing from the College District or others; and</li><li>3. Theft, sabotage, destruction, distribution, or other use of the intellectual property of the College District or third parties without permission.</li></ol>
Directives	<p>Failure to comply with directives given by College District personnel and failure to provide identification when requested to do so by College District personnel shall be prohibited.</p>
Tobacco	<p>Use of tobacco products on College District property shall be prohibited. [See FLBD]</p>
Misuse of Technology	<p>The following behavior regarding misuse of technology shall be prohibited:</p> <ol style="list-style-type: none"><li>1. Violating policies, rules, or agreements signed by the student regarding the use of technology resources;</li><li>2. Attempting to access or circumvent passwords or other security-related information of the College District, students, or employees or uploading or creating computer viruses;</li><li>3. Attempting to alter, destroy, disable, or restrict access to College District technology resources, including but not limited to, computers and related equipment, College District data, the data of others, or other networks connected to the College District's system without permission;</li><li>4. Using the internet or other electronic communications to threaten College District students, employees, or volunteers;</li><li>5. Sending, posting, or possessing electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal;</li><li>6. Using electronic means to engage in or encourage illegal behavior or threaten the safety of the College District, students, employees, or visitors; and</li><li>7. Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten the safety of the College District, students, employees, or visitors.</li></ol>
Dishonesty	<p>The following behavior regarding dishonesty shall be prohibited:</p>

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1. Scholastic dishonesty, as defined above;
2. Making false accusations or perpetrating hoaxes regarding the safety of the College District, students, employees, or visitors;
3. Intentionally or knowingly providing false information to the College District; and
4. Intentionally or knowingly falsifying records, passes, or other College District-related documents.

**Gambling and Other Conduct**

Gambling or engaging in any other conduct that College District officials might reasonably believe will substantially disrupt the College District program or incite violence including offenses outlined in the Student Code of Conduct and Discipline Procedures shall be prohibited.

**Discipline**

A student shall be subject to discipline, including suspension, if the student violates this policy:

1. While on College District premises;
2. While attending a College District activity; or
3. While elsewhere if the behavior adversely impacts the educational environment or otherwise interferes with the College District's operations or objectives.

**Penalties for Student Misconduct**

A student shall be subject to discipline for violations of College District policies and procedures, including the Student Code of Conduct and Discipline Procedures. If a student commits an infraction or engages in misconduct, the College District may impose one or more of the following penalties:

1. Warning: A verbal or written warning to the student following a rule violation. Repetition of such misconduct may result in more severe disciplinary action.
2. Restitution: Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.

**Scholastic Penalties**

Scholastic penalties include the following:

1. Withholding Transcript or Degree: Imposed upon a student who fails to pay a debt owed to the College District or who has a disciplinary case pending final disposition. The penalty terminates upon payment of the debt or final disposition of the case.

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2. Denial of Degree: Imposed upon a student found guilty of scholastic dishonesty and can be imposed for any length of time, up to and including permanent denial.
3. Disciplinary Probation: The placing of a student on notice that continued infraction of regulations may result in suspension or expulsion from the College District. Disciplinary probation may include restrictions on a student's rights and privileges, educational activities, or required counseling. Disciplinary probation can be imposed for any length of time up to one calendar year, and the student will be automatically removed from probation when the imposed period expires. Failure to fulfill the terms of the probation may lead to suspension or expulsion.

Suspension

Suspension includes the following:

1. From the College District: Forced withdrawal from the College District for any length of time up to two calendar years. Suspension prohibits, during the period of suspension, the student from being initiated into an honorary or service organization; from entering the College District campus except in response to an official summons; and from registering, either for credit or for non-credit, for scholastic work at or through the College District.
2. Rights and Privileges: Limitations or restrictions on rights or privileges to fit the particular case.
3. From Activities: The student being prohibited from joining a registered student organization, taking part in a registered student organization's activities or attending its meetings or functions, or participating in an official cocurricular activity. Such suspension can be imposed for any length of time up to two calendar years.

Expulsion

Expulsion is the permanent forced withdrawal from the College District. A student receiving disciplinary expulsion shall have the action noted on his or her permanent record.

**Suspended or Expelled Students**

No former student who has been suspended or expelled from the College District for disciplinary reasons shall be permitted on the campus or other facilities of the College District; initiated into an honorary, service, or other organization; or permitted to receive credit for academic work done in residence or by correspondence or extension during the period of suspension or expulsion without the prior written approval of the Chancellor or a designated representative.

**Disciplinary Record**

The College District shall maintain for every student alleged or determined to have committed misconduct at the College District, a

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disciplinary record that shall reflect the charge, the disposition of the charge, the sanction assessed, if any, and any other pertinent information. The disciplinary record shall be separate from the student's academic record and shall be treated as confidential; the contents shall not be revealed except on request of the student or in accordance with applicable state or federal laws.

The disciplinary record shall be maintained permanently in the event that a student is expelled or subject to an extended suspension. In all other cases, the disciplinary record shall be maintained in accordance with the College District's record retention schedule.

**Publication**

The student conduct rules contained in this policy and any other conduct rules of the College District developed by the Chancellor shall be published in the student handbook and/or the Student Code of Conduct and Discipline Procedures.

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
<b>G.</b>	<b>Proposed Changes to FLBE (LOCAL) Student Conduct: Alcohol and Drug Use</b>	<b>Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Chena Spencer</b>

## RECOMMENDATION

Approve the proposed revisions to FLBE (LOCAL) Student Conduct: Alcohol and Drug Use, as recommended in TASB Update 50.

## COMPELLING REASON AND BACKGROUND

Recommended revisions address HB 46, which prohibits a college from restricting the storage of low-THC cannabis authorized by state law. Additionally, the proposed revisions prohibit storage of alcohol or controlled substances on College property.

## STRATEGIC ALIGNMENT

*2. Personalized Learning , 5. College of Choice*

### ATTACHMENTS:

Description	Upload Date	Type
FLBE (LOCAL)	4/21/2026	Attachment

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

**Alcohol**

A student shall be prohibited from using, possessing, controlling, manufacturing, transmitting, distributing, selling, or being under the influence of intoxicating beverages on College District property, in College District vehicles, and at College District-related activities. With the prior consent of the Board or the Chancellor, these provisions may be waived with respect to a specific location on College District property or a specific event that is authorized by the College District.

State law shall be strictly enforced at all times on all property controlled by the College District in regard to the possession and consumption of alcoholic beverages.

**Controlled Substances**

No student shall possess, use, control, ~~store~~, manufacture, transmit, distribute, sell, or attempt to possess, use, control, ~~store~~, manufacture, transmit, distribute, sell, or be under the influence of, any of the following substances on College District property, in College District vehicles, or at College District-related activities:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Any abusable glue, aerosol paint, or any other volatile chemical substance for inhalation.
3. Any performance-enhancing substance, including steroids.
4. Any designer drug.
5. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

The transmittal, sale, or attempted sale of what is represented to be any of the above-listed substances shall also be prohibited under this policy.

Exceptions

It shall not be considered a violation of this policy if the student:

1. Uses ~~or possesses~~, ~~possesses~~, or ~~stores~~ a controlled substance or drug authorized by a licensed physician through a prescription specifically for that student's use;
2. Possesses or stores a controlled substance or drug that a licensed physician has prescribed for the student's child or other individual for whom the student is a legal guardian;
3. Cultivates, possesses, transports, or sells hemp as authorized by law; or
4. Possesses, sells, or distributes Dextromethorphan.

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<b>Paraphernalia</b>	The use, possession, control, <a href="#">storage</a> , manufacture, transmission, distribution, or sale of paraphernalia related to any prohibited substance is prohibited.
<b>Violation</b>	Students who violate this policy shall be subject to appropriate disciplinary action. [See FLB(LOCAL) and FM(LEGAL)] Such disciplinary action may include referral to drug and alcohol counseling or rehabilitation programs or student assistance programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution.
<b>Notice</b>	Each student taking one or more classes for any type of academic credit except for continuing education units shall be given a copy of the College District's policy prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol, a description of the applicable legal sanctions under local, state, or federal law, and a description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
<b>Effective Date</b>	<del>This policy shall be effective as of the adoption date, April 19, 2023.</del>

# ACTION ITEM

Meeting Date: May 6, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
H.	Proposed Changes to DHB (LOCAL) Employee Standards of Conduct: Child Abuse and Neglect Reporting	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Chena Spencer

## RECOMMENDATION

Approve the revisions to **DHB (LOCAL) Employee Standards of Conduct: Child Abuse and Neglect Reporting**, as recommended in TASB Update 50.

## COMPELLING REASON AND BACKGROUND

Recommended revisions incorporate SB 571, which requires the Reporting of instances of child abuse or neglect to a law enforcement agency within 24 hours and amends the definition of law enforcement agency.

All proposed changes are recommended by TASB.

## STRATEGIC ALIGNMENT

*1. Student Success, 3. Academic Rigor, 5. College of Choice*

### ATTACHMENTS:

Description	Upload Date	Type
DHB (LOCAL)	3/23/2026	Attachment

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

**Reporting**

Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a responsibility under state law to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child has an additional legal obligation to submit a written or oral report within ~~48~~24 hours after the professional first has reasonable cause to believe the abuse or neglect has occurred or may be occurring. A "professional" is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

**Oral Reports**

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

**Making a Report**

Reports may be made to any of the following:

1. A ~~state or local~~ law enforcement agency, [as defined by law](#);
2. The Child Protective Services (CPS) division of DFPS at (800) 252-5400 or the [Texas Abuse Hotline Website](#)<sup>1</sup>;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility.

An individual does not fulfill the person's responsibilities under the law by only reporting suspicion of abuse or neglect to the

**Commented [JL1]:** All revisions have been made by TASB, and Board Counsel and Administration are in concurrence.

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Chancellor or another College District staff member. The College District shall not require an employee to first report the employee's suspicion to a College District or campus administrator.

In accordance with law, an individual must provide the individual's name and telephone number. If the individual making the report is a professional, as defined by law, the individual must also provide the individual's business address and profession.

Confidentiality

The identity of a person making a report of suspected child abuse or neglect shall be kept confidential and shall be disclosed only in accordance with law and the rules of the investigating agency.

Immunity

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

Failure to Report

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report; and
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

**Responsibilities  
Regarding  
Investigations**

In accordance with law, College District officials shall be prohibited from:

1. Denying an investigator's request to interview a child on campus in connection with an investigation of child abuse or neglect;
2. Requiring a parent or College District employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

College District personnel shall cooperate fully and without parental consent with an investigation of reported child abuse or neglect.

**Adverse  
Employment Action  
Prohibited**

The College District prohibits any adverse employment action, including termination or discrimination, against any employee who in good faith reports child abuse or neglect or participates in a related investigation.

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**Training**

The College District shall provide training to employees as required by law. Training shall address reporting requirements and techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children.

**Effective Date**

~~This policy shall be effective as of the adoption date, August 17, 2022.~~

<sup>1</sup> Texas Abuse Hotline Website: <https://www.txabusehotline.org>