



# **AGENDA**

## **BOARD OF TRUSTEES REGULAR MEETING**

**May 20, 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**

**May 20, 2026**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Houston City College will be held on Wednesday, May 20, 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 April 2026

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

- A. Check Presentation by Valero
- B. Recognition of HCC Students Selected as 2026 World Impact Scholars
- C. Recognition of United Student Council Officers for 2025-2026
- D. Recognition of Cinco De Mayo
- E. Recognition of Asian American and Pacific Islander Heritage Month

**V. Chair's Report**

- A. Trustees District Report

**VI. Chancellor's Report**

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

**VII. Hearing of Citizens**

**VIII. Consent Agenda**

1. Acceptance of Donated Item by Academy Sports & Outdoors
2. Acceptance of Donated Item by ADI Global
3. Acceptance of Donated Item by Dr. Roderick Dunn

4. Acceptance of Donated Item by Texas Children's Hospital
5. Approve Quality Assurance and Improvement Program
6. Proposed Changes to DH (LOCAL) Employee Standards of Conduct
7. Proposed Changes to DM (LOCAL) Termination of Employment
8. Proposed Changes to EGA (LOCAL) Academic Achievement: Grading and Credit
9. Proposed Changes to FB (LOCAL) Admissions
10. Proposed Changes to FC (LOCAL) Registration and Attendance
11. Proposed Changes to FLB (LOCAL) Student Rights and Responsibilities: Student Conduct
12. Proposed Changes to FLBE (LOCAL) Student Conduct: Alcohol and Drug Use
13. Proposed Changes to DHB (LOCAL) Employee Standards of Conduct: Child Abuse and Neglect Reporting
14. Monthly Investment Report, Financial Statement and Budget Review for March 2026

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

- A. Acreage Tractor Mowing and Related Services (Project No. RFP 26-15)
- B. Ratify Approval Letter of Support Regarding Call for Presentations for 2026 ACCT Annual Conference
- C. Ratify Approval of Resolution in Memoriam of Mr. Isidro Tamez
- D. HCC Foundation Quarterly Report
- E. Capital Improvement Projects Report
- F. Enterprise Resource Planning (ERP) Update
- G. Approve the First Amendment to the Employment Contract of the Houston City College System Chancellor, and Authorize the Board Chair to Negotiate and Execute Amendment

**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.

1. Discuss the First Amendment to the Employment Contract of the Houston City College System Chancellor

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. Personnel Agenda - Staff**

**CERTIFICATE OF POSTING OR GIVING NOTICE**

On this **14th Day of May**, 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: May 20, 2026

Approval of Minutes

ITEM #	ITEM TITLE	PRESENTER
A.	Approval of Minutes for April 2026	Dr. Margaret Ford Fisher Sharon Wright

## RECOMMENDATION

Approve meeting minutes for the minutes for April 2026.

## 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 April 2026:

- Academic and Student Affairs Committee on April 1, 2026
- Audit Committee on April 1, 2026
- Board Governance Committee on April 1, 2026
- External Relations Committee on April 1, 2026
- Committee of the Whole on April 1, 2026
- Regular Meeting on April 15, 2026
- Special Meeting (Board Retreat) on April 23, 2026

## 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 - April 2026	5/13/2026	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**

**April 1, 2026**

**Minutes**

The Academic and Student Affairs Committee of Houston City College Board of Trustees met on Wednesday, April 1, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

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

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Vice Chancellor, Strategic Communications and Marketing  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, HCC Global Online  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, HCC Northeast  
Frances Villagran-Glover, President, HCC Southeast  
Lutricia Harrison, President, HCC Coleman  
Edmond "Butch" Herod, President, HCC Central  
Zachary Hodges, President, HCC Northwest  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, Chief Information Officer, Information Technology  
Bob McCracken, Vice Chancellor, Administration and Operations  
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer  
Nicole Montgomery, General Counsel  
Rodney Nathan, 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, HCC Southwest  
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 1:31 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, Patterson, Richart, Tamez, and VanDible Stallworth)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Board.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**AVIATION MAINTENANCE TECHNOLOGY PROGRAM UPDATE**

Dr. Ford Fisher noted that the item provides an update on the implementation of the Aviation Maintenance Program. She apprised that Dr. Betty Fortune, President, HCC Northeast, would provide an overview.

Dr. Fortune provided an overview of the following:

- Phase I launch in Fall 2026 with the C1 Level One Certificate
- Phase II in Fall 2027 to include the AAS in Aviation

Trustee Cheben requested the 5-year projection to see what it would take to scale the program to satisfy the market demand to include the pipeline and timeline.

Trustee Richart inquired about the nexus of the Northeast location. Dr. Fortune apprised that the goal is to expand into areas where suitable locations can be identified. She noted that the advisory board would assist in identifying appropriate programs and apprised that the program was developed as part of the Transportation Center of Excellence. Dr. Michael Webster, President, HCC Southwest noted that Dr. Marc Smith, Fort Bend ISD Superintendent, expressed interest in implementing the program and was apprised of its development.

Trustee Richart requested additional information on how such programs align with the broader portfolio of offerings. Dr. Ford Fisher noted that an assessment was conducted to determine program needs, as well as opportunities for partnerships with four-year institutions. She apprised that the model and related information can be scaled, including a representative mix of programs. Dr. Ford Fisher noted that Phase II will include a presentation to the Board outlining programming needs, such as required equipment.

Trustee Patterson expressed concerns regarding students being bused to the program. Dr. Fortune apprised that students from Fort Bend ISD will be bused to the program at the HCC Southwest.

Trustee Patterson inquired about the measures taken to notify students who expressed an interest in the aviation program proposed for the HCC Northeast. Dr. Fortune apprised that ISD counselors and advisors have been informed of the program's implementation and that notifications have been provided to prospective students.

### **DUAL CREDIT CERTIFICATE PATHWAYS**

Dr. Ford Fisher noted that the item provides an overview of the Dual Credit Certificate Pathways. She apprised that Dr. Desmond Lewis, Associate Vice Chancellor, College Readiness would provide the update.

Dr. Lewis reported on the following:

- Overview
- Partnerships
- Program Options - C1 and C2 Pathways
- Partner Systems
- C1 and C2 Opportunities
- HCC Dual Credit Program Cost Analysis (FY23-FY25)
- Partnership Outcomes

Trustee Cheben noted that AI was not mentioned in the program listing. He inquired whether there had been any interest or inquiries regarding AI-related opportunities. Dr. Lewis responded that efforts are underway to implement new opportunities and that the institution is working closely with HISD to develop the program offerings.

(Trustee Loreda joined the meeting at 1:51 p.m.)

### **NEW BACCALAUREATE DEGREE STATUS UPDATE**

Dr. Ford Fisher noted that the item provides an overview of the New Baccalaureate degree programs and apprised that Dr. Miguel Ramos, Vice Chancellor, Instructional Services, would provide an overview.

Dr. Ramos provided an update on the following:

- Proposed Bachelor of Applied Science - Project Management
- Proposed Bachelor of Applied Technology - Information Technology Pathways
- Proposed Bachelor of Applied Science - Early Childhood Education and Teaching

Dr. Ramos apprised that the most significant update is the change from a Bachelor of Science (BSN) to a Bachelor of Applied Science (BAS) in Early Childhood. He noted that the College will

not be able to pursue the BSN for a couple of years and stated that the BAS in Early Childhood has already been included in the program pipeline.

Dr. Ramos also provided an overview of the program development timeline, including the proposed date for Board approval in June 2026.

Trustee Richart inquired as to how the Bachelor of Applied Technology (BAT) and Bachelor of Applied Science (BAS) in Early Childhood are differentiated to ensure they do not compete with four-year partner institutions. Dr. Ramos noted that labor market demand is also reviewed and apprised that the (BAT) is in a high-demand field in information technology. He further noted that the Early Childhood degree is also in high demand and provides clear pathways for student progression.

(Dr. Tamez stepped out at 2:03 p.m.)

Trustee Cheben recommended engaging staffing agencies in the field of project management to gain insight into curriculum needs for project management programs. He also noted that artificial intelligence is already beginning to impact computer science.

#### **OUTREACH AND RECRUITMENT UPDATE**

Dr. Ford Fisher noted that the report provides an update on the Outreach and Recruitment and apprised that Dr. Lisa Alcorta, Vice Chancellor, Student Services, would provide the update.

(Dr. Tamez returned at 2:08 p.m.)

Dr. Alcorta provided an overview of the following:

- Enrollment Management Communications' General
- Fall 2026 Students Pipeline - Dual Credit and Non-dual Credit
- P16 & Recruitment: Supporting the Dual Credit Pipeline
- Eagle Promise Outreach to High School Seniors

(Dr. VanDible Stallworth joined the meeting at 2:13 p.m.)

- High School Seniors in the Eagle Promise
- Summer Campaign for Transient (Visiting) and Transfer Students
- Returning Student Outreach and Communications

#### **ADJOURNMENT**

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

Minutes submitted by Sharon Wright, Executive Director, Board Services

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

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

**April 1, 2026**

**Minutes**

The Audit Committee of Houston City College Board of Trustees met on Wednesday, April 1, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

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

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, 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, HCC Online  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, HCC Northeast  
Frances Villagran-Glover, President, Southeast  
Lutricia Harrison, President, HCC Coleman  
Edmond "Butch" Herod, President, HCC Central  
Zachary Hodges, President, HCC Northwest  
Warren Hurd, Vice Chancellor, Administrative Services  
Bob McCracken, Vice Chancellor, Administration and Operations  
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer  
Nicole Montgomery, General Counsel  
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer  
Nathan Smith, Faculty Senate President  
Michael Webster, President, HCC Southwest  
Morgan Yette, Staff Senate President  
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

**OTHER PRESENT**

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

**CALL TO ORDER**

Dr. Pretta VanDible Stallworth, Committee Chair, called the meeting to order at 2:15 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, Loreda, Richart, Tamez, and VanDible Stallworth)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Committee.

(Trustee Wilson joined the meeting at 2:16 p.m.)

**TOPICS FOR DISCUSSION AND/OR ACTION**

**APPROVE INTERNAL AUDIT DEPARTMENT CHARTER**

Motion – Trustee Monica Richart motioned, and Trustee David Wilson seconded.

Dr. Ford Fisher noted that the item is requesting approval of the Internal Audit Department Charter and apprised that Terrance Corrigan, Executive Director of Internal Auditing, would provide an overview.

Mr. Corrigan apprised that the Internal Audit Department Charter was provided at the Audit Committee meeting on February 4, 2026.

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

**APPROVE AUDIT COMMITTEE CHARTER**

Motion – Trustee Monica Richart motioned, and Trustee David Wilson seconded.

Dr. Ford Fisher noted that the item is requesting approval of the Internal Audit Committee Charter and apprised that Terrance Corrigan would provide the overview.

Mr. Corrigan apprised that the Audit Committee Charter was provided at the Audit Committee meeting on February 4, 2026.

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

**QUALITY ASSURANCE AND IMPROVEMENT PROGRAM**

Dr. Ford Fisher noted that the item provides an update on the Quality Assurance and Improvement Program. She apprised that Mr. Terrance Corrigan would provide an overview.

Mr. Corrigan noted that the Global Internal Audit Standards now require the Audit Committee to approve the Quality Assurance and Improvement Program (QAIP) standards. He provided an overview of the QAIP, including:

- Purpose of QAIP
- Scope of QAIP
- Requirements of QAIP
- EQA Methods
- Full External Quality Assessment
- Self-Assessment with Independent Validation (SAVIV)
- Quality Assessment Four Point Rating Scale
- EQA Provider Selection Process
- Minimum Qualifications
- Preferred Experience
- Performance Measurement Methodology
- Unity Core Functions and Assessment
- IA Goals, Initiatives, and Activities Tracking Matrix

Mr. Corrigan noted that the QAIP standards are scheduled to be presented at the Audit Committee for approval at the meeting on May 6, 2026.

#### **ERM RISK REPORTING - MINORS ON CAMPUS UPDATE**

Dr. Ford Fisher noted that the item provides an update on ERM Risk Management regarding Minors on Campus and apprised that Dr. Lisa Alcorta, Vice Chancellor, Student Services, would provide the update.

Dr. Alcorta provided an update as follows:

- Areas Related to Youth and Minors on Campus
- Working in Partnership
- Update: In 2024, a task team developed the following materials that are in practice
- Minors on Campus Checklist
- Minors on Campus Chart
- Mental Health Support Services at HCC

Trustee Wilson inquired about the definition of a “minor”. Dr. Alcorta noted that the term includes young students from birth through age 17, including dual credit and early childhood students, and may also encompass students on campus participating in events and programs.

Dr. Nicole Montgomery, General Counsel, noted that applicable statutes most likely refer to individuals 17 and under and mentioned that additional clarification could be provided. She further apprised that students within the minor age group are generally required to be accompanied by an adult on campus, with exceptions for dual credit and early college students.

Dr. Ford Fisher noted that minors are typically considered individuals 18 years and under and apprised that younger students are generally required to be accompanied by a parent or guardian, with exceptions for Early College High School students. She apprised that guidelines are in place and are reviewed as needed.

Dr. VanDible Stallworth requested that the Academic Affairs Committee Chair review how minors on campus impact academic programs.

**FINANCIAL AID DEPARTMENT COMPREHENSIVE STUDENT LOAN DEBT REPORT**

Dr. Ford Fisher noted that the item provides an update on the Financial Aid and student loan debts and apprised Boni Jacobs, Executive Director, Financial Aid, would provide an overview.

Ms. Jacobs reported on the following:

- Student Loan Requirements
- Requirements of College and Student
- Student Loan Disbursements (Annual)
- HCC Students – Aggregate Loan Borrowing (All Schools)
- HCC Student Total Cost Per Semester
- Default and Student Outreach
- Impact of the Pandemic
- Default Rates
- Why FY 2023 Matters So Much
- Factors That May Affect FY 2023 Cohort Default Rates

Trustee Loredó expressed appreciation to the College for working with students who do not qualify for grants and may need to consider student loans. She emphasized the importance of ensuring students understand the difference between Pell Grants and loans and noted that the College's role is to provide information to students.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 2:51 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

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

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

**April 1, 2026**

**Minutes**

The Board Governance Committee of Houston City College Board of Trustees met on Wednesday, April 1, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

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

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Vice Chancellor, Strategic Communications and Marketing  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, HCC Online  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, HCC Northeast  
Frances Villagran-Glover, President, HCC Southeast  
Lutricia Harrison, President, HCC Coleman  
Edmond "Butch" Herod, President, HCC Central  
Zachary Hodges, President, HCC Northwest  
Warren Hurd, Vice Chancellor, Administrative Services  
Bob McCracken, Vice Chancellor, Administration and Operations  
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer  
Nicole Montgomery, General Counsel  
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer  
Nathan Smith, Faculty Senate President  
Michael Webster, President, HCC Southwest  
Morgan Yette, Staff Senate President  
Remmele Young, Vice Chancellor of External & Governmental Relations, Transfer/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 3:01 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

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

**HEARING OF THE CITIZENS**

No citizens signed up to speak before the Committee.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**PROPOSED CHANGES TO BOARD OFFICERS AND OFFICIALS' POLICIES: BCA, BCAB, BCAC, BCAD, BCB, AND BCE**

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

Dr. Ford Fisher noted that the item is a recommendation to approve the proposed changes to Board Officers and Officials Policies: BCA, BCAB, BCAC, BCAD, BCB, and BCE and apprised that the Dr. Nicole Montgomery, General Counsel, would provide the overview.

Dr. Montgomery apprised that revisions to policies BCA, BCAB, BCAC, BCAD, and BCB were recommended by TASB; however, they are consistent with HCC bylaws and current practice. She noted that BCAD and BCB have been deleted and consolidated into BCA Local. She further apprised that BCE (Local) is a new policy addressing Board Advisory Committees.

Trustee Cheben inquired about the establishment of the new advisory committee in alignment with the new policy. Ms. Melissa Mihalick, Board Counsel, noted that advisory committees differ from Board committees. She apprised that Board committees are appointed by the Board Chair; however, advisory committees appointed by the Board require approval.

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

(Dr. Adriana Tamez joined the meeting at 3:12 p.m.)

**PROPOSED CHANGES TO BOARD GOVERNANCE (LOCAL) POLICIES: BA, BAA, BBE, AND BD**

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

Dr. Ford Fisher noted that the item is a recommendation to approve proposed changes to local policies: BA, BAA, BBE, and BD relating to board governance and apprised that Dr. Nicole Montgomery, would provide an overview.

Dr. Montgomery noted a typographical error in policy BAA referencing “Houston Community College” instead of “Houston City College.” She further noted that local policies BA, BAA, BBE, and BD do not result in any changes to current operations.

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

**PROPOSED CHANGES TO CM (LOCAL) FACILITIES CONSTRUCTION**

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

Dr. Ford Fisher noted that the item is a recommendation to approve the proposed changes to CM (Local) relating to facilities construction and apprised that Dr. Nicole Montgomery would provide an overview.

Dr. Montgomery noted that the policy increases the statutory threshold for contracts to \$100,000.

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

**PROPOSED CHANGES TO CS (LOCAL) INFORMATION SECURITY**

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

Dr. Ford Fisher noted that the item is a recommendation to approve the proposed changes to CS (Local) relating to Information Security and apprised that Dr. Nicole Montgomery would provide the overview.

Dr. Montgomery noted that the proposed changes are recommended by TASB and include replacing the term “incident” with “cybersecurity incident.”

Trustee Cheben commented that it would be beneficial to identify and communicate to the Board any policy implications should incidents occur.

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

**BOARD EXPENDITURES REPORT FOR FISCAL YEAR 2026 (SEPTEMBER 1, 2025 THROUGH FEBRUARY 28, 2026)**

Dr. Ford Fisher noted that the item provides a report on the Board travel and BACA expenditures for the period of September 1, 2025 through February 28, 2026. She apprised that Sharon Wright, Executive Director of Board Services, would provide an overview and entertain any questions.

Ms. Wright highlighted that the expenditure is \$50,512 for Board travel under BACA for the fiscal year as of February 28, 2026. She further noted that ACCT reimbursed the college \$2,326 for hotel expenses incurred by Dr. Pretta VanDible Stallworth for attendance at the ACCT Board of Directors meetings.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 3:12 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

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

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

**April 1, 2026**

**Minutes**

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, April 1, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

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

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, Vice Chancellor, Strategic Communications and Marketing  
Lisa Alcorta, Vice Chancellor, Student Services  
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness  
Jerome Drain, President, HCC Global Online  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, HCC Northeast  
Frances Villagran-Glover, President, Southeast  
Lutricia Harrison, President, Coleman  
Edmond "Butch" Herod, President, Central  
Zachary Hodges, President, Northwest  
Warren Hurd, Vice Chancellor, Administrative Services  
Barry Sullivan, Chief Information Officer, Information Technology  
Bob McCracken, Vice Chancellor, Administration and Operations  
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer  
Nicole Montgomery, General Counsel  
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer  
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer  
Nathan Smith, Faculty Senate President  
Michael Webster, President, Southwest  
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 Loredo, 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: Cheben, Davies, Lenton-Gary, Loredo, Patterson, Richart, VanDible Stallworth, Tamez, and Wilson)*

**HEARING OF THE CITIZENS**

No citizens signed up to speak before the Board.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**MONTHLY INVESTMENT REPORTS, FINANCIAL STATEMENTS AND BUDGET REVIEWS FOR JANUARY AND FEBRUARY 2026**

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

Dr. Ford Fisher noted that the item is to accept the monthly financial statement and investment report. She apprised that Mr. Robert McCracken, Vice Chancellor, Administration and Operations, would provide an overview and entertain questions.

Trustee Cheben referenced the Variance Code A in the summary and inquired how much above budget is anticipated. Mr. McCracken noted that an exact amount cannot be projected at this time.

(Dr. Tamez stepped out at 4:08 p.m.)

Trustee Wilson inquired whether the college is projected to be over budget relating to tuition and fees. Mr. McCracken noted that the college is expected to be over budget, but the exact amount remains uncertain.

(Dr. Tamez returned at 4:12 p.m.)

Trustee Davies referenced the weighted average and inquired how closely macroeconomic factors are being considered relating to the investment portfolio. Mr. McCracken noted that the college recently met with its investment advisors and was informed that some increase is expected by taking advantage of long-term investments. He further noted that the minimum days cash on hand must be maintained at 180 days.

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

**BUDGET WORKSHOP #3: OVERVIEW OF FY2027 OPERATING BUDGET**

Dr. Ford Fisher noted that the item presents the Budget Workshop #3 for the Preliminary FY27 Operating Budget and apprised that Robert McCracken would provide an overview.

Mr. McCracken provided an overview of the timeline and noted that a proposed budget is anticipated for approval at the COTW in June 2026. He provided an overview of the following:

- Budget Development Timeline for BOT Review, Discussion, and Approval
- State Appropriations - Outcome Trend
- Technology Fee Expenditures

Trustee Loreda recommended reviewing excess funds at the end of the fiscal year related to technology fees. She noted the importance of ensuring that funding is properly used and allocated. Mr. McCracken apprised that there will be an excess of funds resulting from underspending that the Chancellor may reallocate. He further noted that any excess revenue must be approved by the Board prior to utilization.

Mr. McCracken continued with the budget presentation to include:

- Tuition and Fees Options
- FY27 Proposed Tax Revenue
- Operating Expense – Annual Compensation Recommendation
- FY27 Proposed Known Commitments
- FY27 Proposed New Funding Request
- FY27 Proposed Known Commitments and New Funding Requests by Category
- FY27 Major Operating Expenses
- FY27 Preliminary Operating (Unrestricted) Budget
- FY27 Preliminary Operating (Unrestricted) Budget - Summary
- FY27 Preliminary Auxiliary Budget
- FY27 Preliminary Restricted Budget
- FY27 Preliminary Capital & Technology Plan Budget
- FY27 IT/Technology Replacement Plan Request

(Dr. Tamez stepped out at 4:34 p.m.)

Trustee Richart referenced slide 16 and noted that it appears the largest increase is under the Chancellor's Division. Mr. McCracken noted that there is an allocation for new funding under AI operations, among other items.

(Dr. Tamez returned at 4:36 p.m.)

Trustee Cheben inquired about Enterprise Resource Planning (ERP) and when it is expected to be included in the budget. Mr. McCracken noted that the RFP process is underway and advised that funding is anticipated to be set aside from the current fiscal year budget excess to cover a portion of the ERP expense.

Trustee Cheben referenced the technology fee and inquired whether AI applications are included in the budget requests. Mr. Barry Sullivan, Chief Information Officer, Information Technology, noted that the college is exploring free service options, such as Google for Education.

Trustee Cheben inquired whether there is sufficient funding in the technology fee to keep pace with enrollment growth. Mr. McCracken noted that the budget includes various components within the information technology area.

Trustee Cheben noted that an upside-contingency plan may be needed to avoid a situation involving a significant surplus.

Trustee Davies inquired about the ERP process. Mr. Sullivan noted that the intent is to issue an RFP for the ERP, with a presentation to the Board anticipated after May 2026.

Trustee Davies inquired about a possible \$10 million decrease in technology fees. Mr. Sullivan noted that he would need to review the details further and advised that there are options that may provide savings.

Trustee Davies noted the importance of maintaining AI momentum and inquired whether the technology funding is sufficient to stay ahead. Mr. Sullivan noted that if licenses were secured for all users, the proposed allocation may not be sufficient.

Dr. Ford Fisher acknowledged Ms. Elizabeth McGree, Chief Artificial Intelligence Transformation Officer, for her work in bringing forward Google for Education and noted that she is leading the task team to review and assess opportunities.

Dr. VanDible Stallworth inquired about the average class size. Mr. Warren Hurd, Vice Chancellor, Administrative Services noted that the average is 19.5 students.

Dr. VanDible Stallworth inquired about the average class size among peer institutions. Dr. Ford Fisher noted that approximately 23 to 25 students.

Dr. VanDible Stallworth noted the need to better manage student-to-classroom ratios and requested a review of class sizes, as well as consideration of adding faculty and adjuncts to accommodate enrollment growth. Dr. Ford Fisher apprised that the college has historically had more workforce classes and that strict limitations exist on enrollment in those courses. She added that the administration is currently reviewing strategies to manage and potentially increase average class sizes.

Trustee Wilson inquired about the tax rate per student. Mr. McCracken apprised that, except for Alamo College, all peer institutions have increased their tax rates more than HCC and noted that the homestead exemptions and commercial property considerations must be factored in.

**ADJOURNED TO CLOSED SESSION**

Trustee Eva Loreda adjourned the meeting to Executive Session at 4:57 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 6:07 p.m. and entertained any motions on pending matters.

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

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 6:08 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

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

DRAFT

**MEETING OF THE  
EXTERNAL RELATIONS COMMITTEE  
OF THE BOARD OF TRUSTEES  
HOUSTON CITY COLLEGE**

**April 1, 2026**

**Minutes**

The External Relations Committee of Houston City College met on Wednesday, April 1, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

David Wilson, Committee Chair  
Laolu Davies, Committee Member  
Eva Loreda, Committee Member  
Cynthia Lenton-Gary, Alternate Member  
Sean Cheben  
Renee Patterson  
Monica Richart  
Pretta VanDible Stallworth  
Adriana Tamez

**CHANCELLOR'S COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, 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, HCC Global Online  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, HCC Northeast  
Frances Villagran-Glover, President, HCC Southeast  
Lutricia Harrison, President, HCC Coleman  
Edmond "Butch" Herod, President, HCC Central  
Zachary Hodges, President, HCC Northwest  
Warren Hurd, Vice Chancellor, Administrative Services  
Bob McCracken, Vice Chancellor, Administration and Operations  
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer  
Nicole Montgomery, General Counsel  
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer  
Nathan Smith, Faculty Senate President  
Michael Webster, President, HCC Southwest  
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

**CALLED TO ORDER**

Trustee Dave Wilson, Committee Chair, called the meeting to order at 3:34 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, Loreda, Tamez, and Wilson)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Committee.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**STATE AND FEDERAL RELATIONS REPORT**

Dr. Ford Fisher noted that the item provides an update relating to state and federal relations activities and apprised that Dr. Remmele Young, Vice Chancellor, External Affairs, would provide the update and entertain questions.

Dr. Young provided an overview of the following:

State Relations:

- Executive Summary and Key Considerations
- Interim Session Period and Opportunities
- Building HCC Policy Priorities
- Proposed Association Strategic Priorities
- Next Steps

(Trustee Richart joined the meeting at 3:51 p.m.)

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

Federal Relations:

- Appropriations and Grants
- Strengthening Community College Training Grants
- HCC Legislative Timeline 2026

(Dr. Lenton-Gary joined the meeting at 3:59 p.m.)

(Dr. VanDible Stallworth joined the meeting at 3:59 p.m.)

Trustee Cheben referenced the timeline and noted that it would be helpful to receive updates and the intent relating to the engagement of community partners to understand potential alliances going into the next legislative session.

Trustee Cheben added that he would like to hear more about plans for rolling out short-term programs. Dr. Young noted that Governor Greg Abbott has assigned responsibilities to the Texas Higher Education Coordinator Board (THECB) and other agencies.

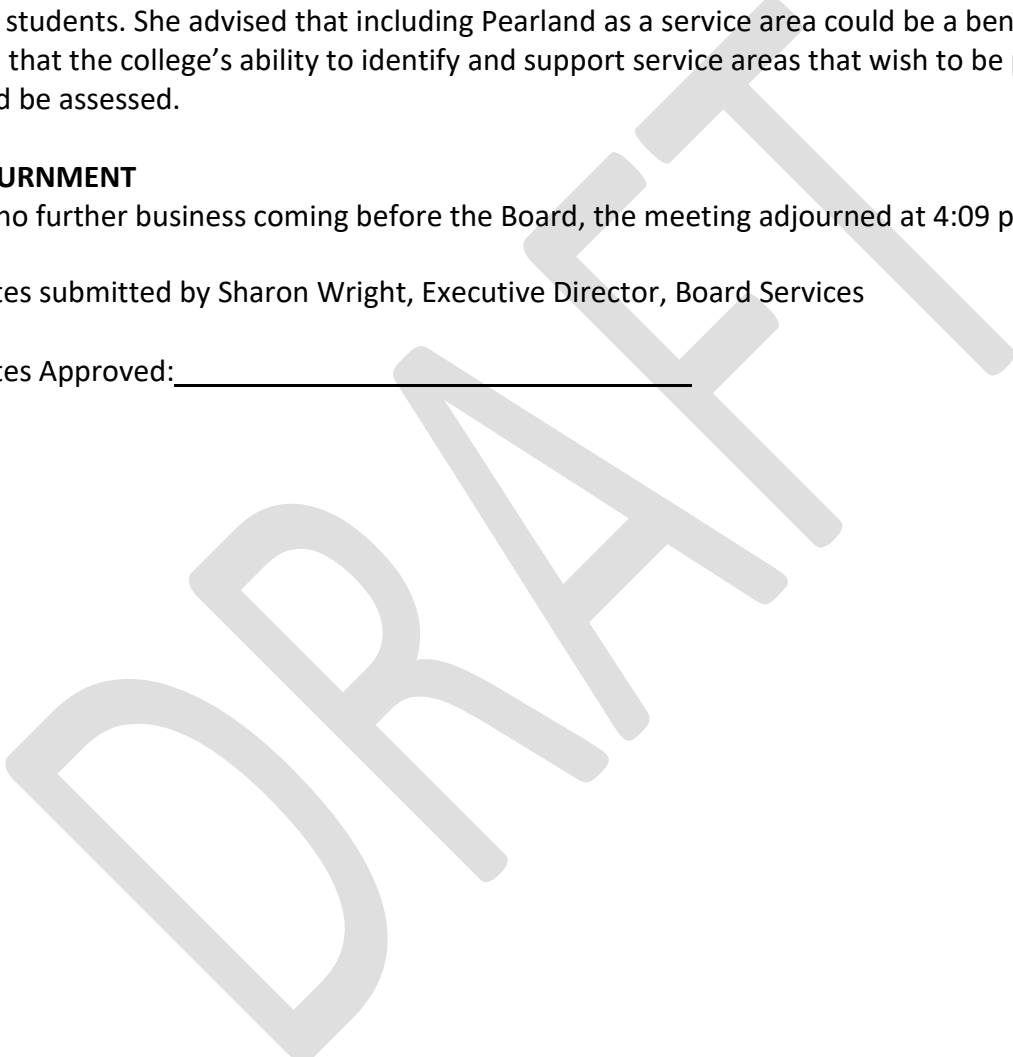
Dr. VanDible Stallworth noted that the Chancellor has expressed a desire to engage 9th–12th grade students. She advised that including Pearland as a service area could be a benefit. She also noted that the college’s ability to identify and support service areas that wish to be part of HCC should be assessed.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 4:09 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved: \_\_\_\_\_



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

**April 15, 2026**

**Minutes**

The Board of Trustees of Houston City College held a Regular Meeting on Wednesday, April 15, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

**MEMBERS PRESENT**

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

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Rima Adil, 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, HCC Online  
Michael Edwards, Office of the Ombudsman  
Betty Fortune, President, HCC Northeast  
Frances Villagran-Glover, President, HCC Southeast  
Lutricia Harrison, President, HCC Coleman  
Edmond "Butch" Herod, President, Central  
Zachary Hodges, President, HCC Northwest  
Warren Hurd, Vice Chancellor, Administrative Services  
Bob McCracken, Vice Chancellor, Administration and Operations  
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer  
Nicole Montgomery, General Counsel  
Rodney Nathan, 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, HCC Southwest  
Morgan Yette, Staff Senate President  
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations 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.

*(Present: Trustees Cheben, Davies, Loreda, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson)*

**PRAYER AND PLEDGE OF ALLEGIANCE**

Trustee Sean Cheben led in the prayer and pledges.

**APPROVAL OF MINUTES FOR FEBRUARY 2026**

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

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

**AWARDS, PRESENTATIONS, AND RECOGNITIONS**

- Resolution in Recognition of Mr. Ryan F. McCauley
- Recognition for PNC Foundation
- Recognition of NISOD Excellence Awards Recipients for 2025-2026

**CHAIR'S REPORT**

**TRUSTEE DISTRICT REPORT**

District III – Trustee Renee Patterson expressed appreciation to faculty and staff.

District IV – Trustee Davies referenced the Community Partnership meetings held district-wide to provide insight on HCC programs and apprised that he attended the Community Partnership meeting held at HCC Coleman. He noted that Simulation Day was held at HCC Coleman College on April 10, 2026, with medical students from Texas A&M. He acknowledged the Financial Aid Department regarding the preparation of frontline customer service representatives and expressed compliments to one of the financial aid representatives, Daisy, who answered an inquiry call regarding Financial Aid Services. He noted that it was an illustration of what staff do on a regular basis to assist our students.

District V – Trustee Cheben apprised that HCC Southwest College held another successful AI conference on April 1, 2026, and acknowledged the enthusiasm from those who attended. He extended congratulations to the team collaborating on the Tesla initiative, including Dr. Michael Webster, President of HCC Southwest College, and Dr. Frances Villagran-Glover, President of

HCC Southeast College. He also acknowledged that the first cohort would be graduating in May 2026.

District VI – Trustee Wilson apprised of Texas Certified landscape courses in landscaping certification. He noted that HCC Media and Visual Arts celebrated Trans Li, who is a cohort member and scholarship recipient. He apprised that the Media and Film-Making Production program was also highlighted. Trustee Wilson noted that HCC Northwest College Career Services hosted a hiring event for the film *HPD Breaking and Entering*, which will air in Spring 2027. Trustee Wilson apprised that the Faculty Senate invited the Trustees to a meet-and-greet session held on April 10, 2026.

District VIII – Trustee Loredo expressed a warm welcome to visitors arriving in the city to participate in Fleet Week Houston. She expressed appreciation to each service member. She also expressed appreciation to the senior citizens and noted that East End will be hosting a prom night for those senior citizens who were not able to attend their original prom.

District IX – Dr. VanDible Stallworth thanked Mr. Bob McCracken, Vice Chancellor, Administration and Operations and Mr. Terrance Corrigan, Executive Director of Internal Auditing for their presentation at the AACC Convention, Washington, DC on “Integrating Risk.” Dr. VanDible Stallworth also noted HCC Central had representation at the Ministers Alliance meeting held on April 14, 2026.

#### **ANNUAL TRUSTEES REQUIRED TRAINING**

Trustee Loredo reminded the Trustees that the annual required Trustees training should be completed by April 30, 2026.

#### **BOARD MEETING SCHEDULE**

Trustee Loredo announced the next Committees/COTW meetings will be held on Wednesday, May 6, 2026, with the Regular meeting on Wednesday, May 20, 2026.

#### **CHANCELLOR’S REPORT**

Dr. Ford Fisher provided a report on the following:

- Appreciation to Mr. Ryan McCauley, Immediate Past Chair for HCC Foundation Board
- Appreciation to PNC Foundation for their contribution establishing the Entrepreneurship Center at Brays Oaks
- Highlights of the Listening Sessions (Internal) and Community Partnership Meetings
- Greater Houston Partnership Future of Healthcare: Thought Leaders Series
- HCC General Commencement will be held on May 8, 2026, at NRG Arena, 9am and 3pm
- Attended AACC 2026 Annual Conference where Dr. VanDible Stallworth presented along with Bob McCracken and Terrance Corrigan; Chancellor Ford Fisher and Dr. Andrea Burrige also presented at the convention on The Challenges of Urban College
- HCC Total Enrollment Comparison: Spring 2025 vs. Spring 2026
- HCC Total Enrollment Comparison: Summer 2025 vs. Summer 2026

- Student Success Outcomes: Gateway Course Completion in First Year

#### **UNITED STUDENT COUNCIL**

Ms. Jia Jones, President of USC, provided a report on the following:

- Overview of USC officers and appointments
- Texas Junior College Student Government Association Game Changers Convention will be held April 17-19, 2026, in Dallas, Texas

#### **FACULTY SENATE REPORT**

Dr. Nathan Smith, Faculty Senate President, provided a report on the following:

- Hosted the Student Success Summit on March 27, 2026, with over 270 faculty and staff members in attendance.
- Hosted the Faculty Conference on April 10, 2026, featuring 32 presentations by faculty and staff, with 220 full-time and part-time faculty in attendance.
- Expressed appreciation to the Trustees who attended the Faculty Senate Meet and Greet held on April 10, 2026.

#### **STAFF SENATE REPORT**

Ms. Flowers provided the following Staff Report on behalf of Ms. Morgan Yette, Staff Senate President:

- Onboard 19 new Staff Senators
- Hosting Homeowner and Wealth Seminar on April 16
- Staff Emergency Fund
- Wellness and Community Outreach Initiative
- Upcoming Staff Conference

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

There were no citizens present to speak before the Board.

#### **CONSENT AGENDA**

Motion – Trustee Sean Cheben motioned, and Trustee Laolu Davies seconded to approve the Consent Agenda with the exception of Item #16.

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

The following items were approved:

- Acceptance of Donated Item by Wolfram
- Acceptance of Donated Item by Bricks & Minifigs Meyerland
- Acceptance of Donated Item by Frito-Lay

- Acceptance of Donated Item by Sean Thomas Jones
- Acceptance of Donated Item by Coca-Cola
- Acceptance of Donated Item by PJs Coffee
- Acceptance of donated item by Eric Gruetzner
- Acceptance of donated item by James Cowan
- Acceptance of donated item by PepsiCo Foundation
- Acceptance of donated item by H-E-B
- Acceptance of Donated Item by Password Productions
- Acceptance of Donated Item by KC Events & Florals
- Acceptance of Donated Item by Splash Productions
- Approve Internal Audit Department Charter
- Approve Audit Committee Charter
- Proposed Changes to Board Governance (LOCAL) Policies: BA, BAA, BBE, and BD
- Proposed Changes to CM (LOCAL) Facilities Construction
- Proposed Changes to CS (LOCAL) Information Security
- Monthly Investment Reports, Financial Statements and Budget Reviews for January and February 2026

**PROPOSED CHANGES TO BOARD OFFICERS AND OFFICIALS POLICIES: BCA, BCAB, BCAC, BCAD, BCB, AND BCE**

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

Trustee Davies requested clarification regarding the item. Dr. Ford Fisher noted that the item is to approve the proposed changes to the policies as recommended by TASB.

Dr. Nicole Montgomery, General Counsel, noted that the item was reviewed and approved at the Board Governance Committee level. She apprised that the review was undertaken to ensure the policy aligns with the Board's current practices.

Ms. Melissa Mihalick, Board Counsel, noted that the policies were reviewed to ensure alignment with TASB, including the removal of language regarding the posting of notices by the Board Secretary, as this function is performed administratively by Board Services.

Trustee Loreda noted that Board Officers meet as an Executive Team with Board Services and Dr. Ford Fisher to set the agenda. Ms. Mihalick concurred that there is coordination in setting the agenda.

Trustee Davies noted the change in language regarding the appointment of advisory boards from "might" to "shall." Ms. Mihalick apprised that the revision reflects an update to align with current practice in which meetings are posted accordingly. She added that the intent is to ensure attentiveness to public meetings, while the Chair retains the ability to bring forward matters as appropriate.

Dr. VanDible Stallworth inquired whether TASB includes a confidentiality agreement statement in its policy language. Ms. Mihalick noted that any language included in policy must be publicly available. She added that TASB may include a confidentiality statement within its policy framework.

Dr. VanDible Stallworth inquired about the existence of language regarding redaction. Dr. Montgomery clarified that the language reflects an existing practice related to requests for confidential information. She added that TASB includes a requirement that Board members sign an agreement acknowledging the confidentiality of certain information.

Dr. VanDible Stallworth inquired whether a statement should be included indicating that the policy revisions are TASB recommendations. Ms. Mihalick noted that the language is recommended by TASB and apprised that such attribution is included going forward.

Dr. VanDible Stallworth emphasized that when policies are revised based on TASB recommendations, it should be clearly stated as such. Trustee Loredo noted that the agenda item reflects that all revisions are TASB recommendations.

Dr. Montgomery noted that HCC was already operating under the policy, and TASB adjusted in response to statutory changes.

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

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

#### **WEBSITE REDESIGN UPDATE: READY, SET, LAUNCH WEBSITE REDESIGN UPDATE: READY, SET, LAUNCH**

Dr. Ford Fisher noted that the item provides an update on the Website Redesign Project. She noted that Dr. Rima Adil, Strategic Communications and Marketing, would provide the update.

Dr. Adil noted that the new website will launch on Thursday, April 16, 2026, and reported on the following:

- College Stakeholder Involvement
- Project Deliverables Overview

Dr. Adil noted that the website demonstration is available for the Trustees to preview in Seminar Room A.

#### **ICE MACHINE SERVICES, CLEANING, REPAIRS, AND PREVENTATIVE MAINTENANCE (PROJECT NO. RFP 26-09)**

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

Dr. Ford Fisher noted that the item is a recommendation to execute a contract to provide ice machine services, cleaning, repairs, and preventative maintenance (Project No. RFP 26-09)

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

*(Dr. Tamez stepped out at 5:20 p.m.)*

**AMMUNITION (PROJECT NO. RFP-C 26-11)**

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

Dr. Ford Fisher noted that the item is a recommendation to execute a contract with GT Distributors, Inc., SA Smart Solutions, and SSD International, Inc. to provide Ammunition to the Police Academy and the HCC Police Department in accordance with RFP-C 26-11.

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

**PRE-OWNED SEMI TRACTORS (PROJECT NO. RFP-C 26-10)**

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

Dr. Ford Fisher noted that the item is to authorize the Chancellor to approve a contract with SelecTrucks of Houston, LLC for the purchase of three (3) Pre-Owned Semi-Tractors in accordance with RFP-C 26-10.

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

*(Dr. Tamez returned at 5:25 p.m.)*

*(Dr. VanDible Stallworth stepped out at 5:26 p.m.)*

**PERSONNEL AGENDA – FACULTY**

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

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

**ADJOURNED TO CLOSED SESSION**

Trustee Eva Loredo adjourned the meeting to Executive Session at 5:27 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 6:37 p.m. and entertained any motions on pending matters.

*(Present: Trustees Loredo and Wilson)*

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 6:37 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**

**April 23, 2026**

**Minutes**

The Board of Trustees of Houston City College held a Special Meeting on April 23, 2026, at the HCC Administration Building, HCC Administration Building, 3100 Main Street, 9th Floor, Pacific Ocean Room, Houston, TX 77002.

**MEMBERS PRESENT**

Eva Loredo, Chair  
Sean Cheben, Vice Chair  
Laolu Davies  
Renee Patterson  
Adriana Tamez (via Video Conference)  
Pretta VanDible Stallworth (via Video Conference)  
Dave Wilson

**CHANCELLOR COUNCIL**

Margaret Ford Fisher, Chancellor  
Christopher Burnett for Andrea Burrige, Strategy, Planning and Institution Effectiveness  
Robert McCracken, Vice Chancellor, Operations and Administration  
Nicole Montgomery, General Counsel

**CALL TO ORDER**

Trustee Eva Loredo, Chair, called the meeting to order at 11:04 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: Loredo, Tamez, and Wilson)*

**OPPORTUNITY FOR PUBLIC COMMENTS**

No citizens signed up to speak before the Committee.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**ASPEN PRESIDENTS AND TRUSTEES COLLABORATIVE - SESSION 3**

Dr. Ford Fisher noted that the Aspen Presidents & Trustees Collaborative: Session 3 will convene to collaborate on the previous session held on January 28, 2026, as well as the in-person session attended by the Executive Committee and Chancellor on December 5, 2025.

Josh Wyner, Executive Director of the Aspen Institute College Excellence Program, introduced the meeting session goals and workshop tracks for Presidents & Trustees Collaborative: Session 3. Mr. Wyner provided a summary of the January Session 2:

- Defined the Board's Role in institutionalizing and sustaining priority student success reforms
- Identify ways to increase focus of Board meetings and student success metrics
- Aspen Trustee Framework
  - Why and What of Reform - Ensure every Board member understands why reform is needed and what reform strategies the college is prioritizing
  - Goals and Metrics -Set student success goals and regularly monitor a limited number of aligned leading and lagging indicators
  - Policies and Budgets - Advanced policies and budgets to support the prioritized reform strategies
  - Advance Policies and Budgets
  - Policies - Adopt policies to understand policies that affect student success

*(Trustee Cheben joined the meeting at 11:18 a.m.)*

- Transformational Student Success Policies
- Budget- Reallocate resources to visibly support progress on what matters most
- Reflections and Group Discussion
  - Making changes to Board time
- Texas Presidents and Trustees discussed action and next steps that have been taken based on the discussions held during the previous sessions relating to the student success model.

*(Trustee Davies joined the meeting at 11:25 a.m.)*

- CEO-Board Relationship
- Sustaining Reforms Through Leadership Cycles

Dr. Ford Fisher noted that the playbook has been helpful and reported that data on student success outcomes have been provided and remain a high-priority. She also apprised that EAB Navigate 360 will be implemented as a student touchpoint initiative. She noted that the alignment of all programs is being reviewed to ensure coordination among faculty and student advising services.

Mr. Wyner provided an overview of the Southwest Wisconsin Technical College - 2025 Winner Aspen Prize as a model.

### **Texas Presidents and Trustees Collaborative Workshop 1 - Track A: Sustaining Reforms**

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

A discussion was held on the following:

- Possible changes to reflect the relationship between Board and CEO
- What want to do to move forward

Trustee Cheben reflected on institutional scale and noted that aligning with reform efforts will be

challenging. He added that the budget may differ from that of Pascal and that making such decisions within the budget process will be difficult. He asked how the process can be made productive, given the size of the institution.

Mr. Wyner noted that the college has more opportunities than smaller colleges. He apprised that budget cover sheets showing trend lines could help identify the most prioritized items or potentially allow for grouping related items together.

*(Dr. Tamez joined the meeting at 12:08 p.m.)*

Mr. Wyner noted that functional reasons for budget changes should be considered rather than focusing solely on itemized line items. He also recommended reviewing multi-year budgets to evaluate potential investments over a three-year timeframe or longer. Additionally, he suggested considering the use of ratios in relation to the budget rather than approving a budget with itemized line items.

Trustee Cheben noted that he is intrigued by the concept of a multi-year budget and finds it difficult to identify examples. Mr. Wyner apprised that he would review entities that may be using a multi-year budgeting model.

Dr. VanDible Stallworth noted that she was interested in the explanation between the direction given to the CEO and what the Board understood would be done regarding student outcomes. She inquired how the two perspectives could be reconciled.

Mr. Wyner noted that this relates to the relationship between the Board and the CEO. He apprised that there may need to be a greater focus on identifying the priorities that the Board wants to see advanced. He noted that the college leadership should determine how to implement changes and keep the Board informed.

Mr. Wyner provided the example of expanding nursing programs, noting that while the CEO is responsible for determining the approach, the Board should be informed even though they are not directly involved in operational decisions. He further noted that items may need to be considered individually, emphasizing that the CEO is responsible for executing the work, while the Board is responsible for setting goals.

Trustee Loredó noted the importance of collaboration among the Board and the CEO and noted that one challenge is the reliance on one-on-one relationships. She expressed concern that Trustees may not be receiving all relevant information. She reiterated her focus on student success and reminded the Board that they function as a team of 10 that includes the nine Trustees and Chancellor.

The Board entered a discussion on identifying priorities of focus that require monitoring by the Board.

Mr. Wyner noted that the key question is whether initiatives support student success and whether

they align with institutional priorities or represent higher priorities. He apprised that one-on-one meetings should be structured to preserve daily operations and focus on broader strategic topics or programs. He further noted that the Chancellor cannot meet with each Trustee on every agenda item and that there should be clarity on which topics warrant focused discussion.

Dr. Ford Fisher expressed encouragement, noting that significant positive strides have been made in student success due to the resources provided. She apprised that some initiatives are driven by HB8, which focuses on student outcomes. She noted that efforts have been scaled in several areas based on an environmental scan to improve access to programs across geographic districts. Additionally, she noted that workforce alignment and guided pathways to four-year institutions have been identified and developed.

Dr. Ford Fisher apprised that the college has hired a Chief AI Officer and that she is reviewing tools for training faculty and staff in artificial intelligence. She added that a SWOT analysis is currently being conducted in collaboration with the Chief AI Officer and Chief Information Officer to align software systems and support future expansion.

Dr. Ford Fisher noted that the Board-approved goals indicated a review of alignment between workforce and academic courses. She apprised that the college is currently aligning online academic courses to better support workforce programs, with the intent to streamline pathways so students can easily identify programs and complete certificates.

Dr. Ford Fisher acknowledged Dr. Chris Burnett, Associate Vice Chancellor, Research Analytics and Dual Enrollment and Credit Support who was available to provide supporting data. Mr. Wyner requested that the data be sent.

Mr. Wyner noted that the unique challenge is that the college is a large system with many moving parts, which can make it difficult for the Board to track and meaningfully contribute across all areas. He stated that the Board can only focus on a limited number of priorities and should identify those that are most significant and require Board attention. He mentioned that the Board should identify those three to four high priorities items to focus on.

Trustee Davies noted that a structural problem had been identified earlier and that simply requiring the Chancellor to meet individually with each Trustee may miss the underlying issue. He recommended that the Chancellor may need to designate supporting staff, such as a Chief of Staff or Board Liaison, to assist in ensuring coordination and communication with the Board.

Trustee Davies further noted the opportunity to establish a role focused on maintaining institutional priorities, such as serving hard-to-reach student populations, including those with no prior higher education experience or workforce connection. He apprised the importance of focusing on long-term goals, particularly a five-year outlook. He noted that the structural issue must be addressed first, noting that it is not feasible to rely solely on the Chancellor as a single point of contact for all Board-related needs.

Mr. Wyner recommended entering into a discussion on the issues raised by Trustee Davies. He noted that the completion of credentials aligned to regional economic needs, as well as tracking

those credentials would be more important than focusing solely on enrollment numbers. He added that this could serve as a priority the Board may wish to monitor.

Trustee Dave Wilson noted that healthcare is a major priority area, along with workforce trades, which he identified as key focus areas for his priorities.

Dr. VanDible Stallworth noted the size of the college's reach and emphasized the need to better ascertain how to effectively offer available programs and services. She apprised that there is a need to properly identify demographic needs across the geographic areas served.

*(Trustee Wilson stepped out at 12:52 p.m.)*

Dr. VanDible Stallworth noted that the institution must review how it meets the needs of the community in terms of location and how to minimize access barriers for certain workforce and degree programs.

*(Trustee Davies stepped out at 12:55)*

*(Trustee Wilson returned at 12:59 p.m.)*

Mr. Wyner apprised that there is a need to measure the demographics of students enrolled and/or review pathways that lead to improved wage outcomes. He noted the importance of determining whether the focus should be on students in seats or on program completions.

*(Trustees Davies returned at 1:00 p.m.)*

Trustee Davies noted that programs should align with future workforce needs for the region, while also emphasizing the importance of identifying areas in which the institution can be known as first in its class. He apprised that healthcare, as mentioned by Trustee Wilson, as well as artificial intelligence and robotics/engineering programs as potential areas of distinction. He recommended that these three program areas could serve as signature strengths for the institution and may represent an additional focus for Board consideration.

Mr. Wyner noted that the college must review unmet demand in the fields mentioned by Trustee Davies, including identifying where targets exist and where growth is occurring. He apprised that the first step would be to assess labor market demand in those areas. He also noted the importance of ensuring that access remains part of the discussion.

Mr. Wyner noted the need to review the focus of the meeting and suggested that the Chancellor may wish to return with additional information to address the issues raised. He also expressed concerns regarding discussions occurring outside of Board meetings and noted the importance of considering alternative structures to ensure Board members feel adequately informed.

Trustee Loredó noted that Board members have been given the opportunity to contact the Board Chair and the Chancellor between meetings. She apprised that consideration could be given to

longer-range engagement, such as meetings with Trustees on a six-month basis.

Trustee Wilson expressed concern with the Chancellor meeting individually with Trustees, noting that the Board should function as a collective body rather than through individual engagements.

Mr. Wyner noted that the Board may need to clarify expectations for such meetings. He expressed concern that discussions between a Trustee and the Chancellor could potentially lead to requests that are not aligned with the Board's collective position or could create perceptions of undue influence or coercion, which should be avoided. He apprised that meetings could instead focus on broad priorities, identifying areas where Board time may be better used based on agenda alignment, and exploring whether community stakeholders could assist in advancing initiatives. He emphasized the importance of Trustee Wilson's point regarding establishing a shared understanding of the purpose of these meetings and what topics are appropriate for discussion.

Mr. Wyner further noted that the Board should collectively set the tone for these engagements and may need to clearly document the goals of such conversations, including any prohibited topics. He apprised that it should be clearly understood that no decisions will be made and no commitments should be implied or discussed during these meetings.

Dr. Ford Fisher noted a question regarding the data source used to identify students below the poverty level and how other institutions are scaling efforts to make pathways more accessible for their constituents. She inquired whether there is any evidence or best practices demonstrating how this approach could be effectively implemented.

*(Trustee Davies stepped out at 1:14 p.m.)*

Mr. Wyner concurred and apprised that a playbook is currently being developed using two models: one from Lorraine Community College and another from Valencia College's accelerated skills training program.

*(Trustee Davies returned at 1:15 p.m.)*

Trustee Wilson noted that the Attorney General has issued a ruling regarding credentialing and that there may be a need to work more closely with the legislature in areas that could affect licensing agencies. He added that these actions have not impacted community colleges at this time.

Mr. Wyner noted that employers need skilled labor and apprised that most successful workforce initiatives originate with employers. HE emphasized that while the college can help organize and facilitate efforts, the employers will ultimately need to take the lead.

Dr. Ford Fisher expressed appreciation to Mr. Wyner for facilitating the session and presentation. She introduced Dr. Burnett to provide data on the key performance indicators scheduled to be presented at the COTW meeting on May 6.

Dr. Burnett provided an overview of data that will be presented as part of the strategic plan update on key performance indicators (KPIs).

Trustee Cheben referenced the discussion raised by Trustees Wilson and Trustee Davies earlier during the session and expressed interest in reviewing the top five pathways and associated outcome variables, with a focus on trades and apprenticeships. He apprised that this review could help clarify the role of HCC in addressing these areas. He noted that this information does not necessarily need to be included in the upcoming data update.

Dr. Burnett noted that the data aligns to some extent with labor market needs and could potentially be incorporated into Board priorities. He noted that benchmark data will be reviewed for alignment. He apprised that there is currently no data on specific occupational alignment, and that existing data relates to HCC graduates who have achieved increased livable wages. He also presented data on occupational skills.

Trustee Loreda mentioned staff salary levels and noted that the Board must consider improving salary ranges. She stated that no salary should be below \$25,000.

Dr. Ford Fisher noted that academic and workforce pathways could incorporate stackable credentials as part of student progression.

Trustee Cheben inquired about student pathways that may lead to lower-wage outcomes and expressed concern that some students could end up in occupations that do not provide livable wages. He noted the need to better understand these outcomes in order to inform the approach to resource allocation.

Trustee Loreda inquired whether it is preferable to prioritize offering stackable credentials for employees or to focus on pathways that lead to increased livable wages.

Dr. Ford Fisher apprised of a conversation with Mr. Rodney Nathan, Chief Human Resource Officer for Talent Engagement, regarding salary structure concerns, including individuals who earn credentials but may not receive corresponding compensation, as well as the alignment between compensation and educational attainment levels.

Mr. Burnett provided an overview of persistence rates and transfer rates, including the percentage of students who successfully transfer into bachelor's degree programs.

The Board rejoined the group session of the Presidents and Trustees Collaborative: Session 3. The Aspen Presidents & Trustees Collaborative: Session 3 concluded with a closing discussion on next steps.

Mr. Wyner apprised the Board of the next steps regarding the Change Artifacts due October 1, 2026.

Mr. Wyner provided closing remarks on the importance of community colleges. He recommended

that Trustees and CEOs remain mindful of the “why” and focus on how to align their work together. He noted that the work is ongoing and not a one-time effort, and apprised that continued conversations will be necessary to advance and sustain progress. He apprised of the need for organization and structure in order to effectively achieve institutional goals.

*Trustee Loredo recessed the meeting at 1:55 p.m. and reconvened at 2:02 p.m.*

*(The following Trustees were present: Cheben, Loredo, Davies, Tamez via video conference, and Wilson)*

**RIC CONSTRUCTION ROBOT R-0 WITH EDUCATIONAL PACKAGE (3DCP) (SOLE SOURCE AWARD)**  
Motion – Trustee Sean Cheben motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item was to authorize the Chancellor to execute a sole source contract with RIC Technology to provide the RIC-0 3D Printer with Education Package, in support of Northwest College - West Houston Institute. She apprised that Mr. Robert McCracken, Vice Chancellor, Operations and Administration, will provide an overview and entertain questions.

Mr. McCracken noted that the item will print up to 2.7 centimeters in height. He stated that it is funded through a Perkins Grant and must be purchased before April 30, 2026, in order to utilize Perkins funds. He apprised that the institution was awaiting the vendor confirmation on the delivery and apprised that delivery was not confirmed until after the April 15<sup>th</sup> board meeting.

*(Trustee Patterson joined the meeting at 2:06 p.m. via video conference)*

Trustee Davies inquired whether a printer of such capacity would also be at other college locations. He noted that it may be appropriate to consider acquiring one for Central College since that is where the construction trades program is located.

*(Dr. Pretta Stallworth joined the meeting at 2:09 p.m.)*

Trustee Davies recommended reviewing the option of purchasing a printer for Central College. Mr. McCracken confirmed that he would review the request with Dr. Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer and Dr. Butch Herod, President, Central College.

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

#### **ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 2:02 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

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

# ACTION ITEM

Meeting Date: May 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
1.	Acceptance of Donated Item by Academy Sports & Outdoors	Dr. Margaret Ford Fisher Dr. Michael Webster

## RECOMMENDATION

Acceptance of the following donated items from Academy Sports and Outdoors:

- Gift Cards to shop at their Missouri City location

## COMPELLING REASON AND BACKGROUND

This gift will support HCC's Southwest College Career Closets and provide students with workforce attire.

## FISCAL IMPACT

Donation Value: in-kind contribution at a total of \$4,000.00

Additional Costs: no additional costs included in HCC Budget

## STRATEGIC ALIGNMENT

1. *Student Success*

### ATTACHMENTS:

Description	Upload Date	Type
Academy Acknowledgement Letter	4/9/2026	Attachment

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

**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*

April 9, 2026

Kaci Hancock  
Manager, Community Relations  
Academy Sports & Outdoors  
1540 N Mason Rd.  
Katy, Texas 77449

Ms. Hancock:

Thank you for the wonderful in-kind donation of gift cards for the Houston City College Southwest Career Closets. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the May 20, 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 \$4,000.00. 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: May 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
2.	Acceptance of Donated Item by ADI Global	Dr. Margaret Ford Fisher Dr. Butch Herod

## RECOMMENDATION

Acceptance of the donation of the following:

- Multiple items from ADI Global including several items from WattBox.

## COMPELLING REASON AND BACKGROUND

This gift will support HCC's Smart Building Technology program and provide a range of devices that students can learn on.

## FISCAL IMPACT

Donation Value: in-kind contribution at a total of \$2,628.62.

Additional Costs: no additional costs included in HCC Budget

## STRATEGIC ALIGNMENT

1. *Student Success*

### ATTACHMENTS:

Description	Upload Date	Type
ADI Global Acknowledgement Letter	4/9/2026	Attachment

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

**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

May 20, 2026

ADI Global  
ATTN: Mr. Brett Provenzano

Dear Mr. Provenzano,

Thank you for ADI Global's in-kind donation of several items from WattBox to HCC's Smart Building Technology program. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the May 20, 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 \$2,628.62. Your generosity has furthered the efforts of the Smart Building Technology program at Houston City College by providing valuable equipment that will make our classes and learning opportunities more accessible to students. We appreciate your generosity in helping outfit our lab and providing our students the latest equipment to learn on and gain hands-on experience.

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

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

Sincerely,



Karen L. Schmidt, M.B.A., CFRE  
President, HCC 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: May 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
3.	Acceptance of Donated Item by Dr. Roderick Dunn	Dr. Margaret Ford Fisher Dr. Lutricia Harrison

## RECOMMENDATION

Acceptance of the donation of the following:

- One Freedom Scientific Topaz OCR (Optical Character Recognition) machine.

## COMPELLING REASON AND BACKGROUND

This gift will support student success in the Occupational Therapy Assistant program at Coleman College by helping students train with brand new equipment.

## FISCAL IMPACT

Donation Value: in-kind contribution at a total of \$4,872.00.

Additional Costs: no additional costs included in HCC Budget

## STRATEGIC ALIGNMENT

1. *Student Success*

### ATTACHMENTS:

Description	Upload Date	Type
Dr. Roderick Dunn Acknowledgement Letter	4/9/2026	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*

May 20, 2026

Dr. Roderick Dunn  
8622 Quail Feather Dr.  
Missouri City, TX 77489

Dear Dr. Dunn,

Thank you for the wonderful in-kind donation of one Freedom Scientific Topaz OCR machine to the Occupational Therapy Assistant program at HCC. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the May 20, 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 this machine at \$4,872.00. Your generosity has furthered the efforts of the Occupational Therapy Assistant program 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. As a faculty member, you know that education changes lives and is an equalizer, creating opportunities for all. We appreciate your additional support in providing this donated item 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: May 20, 2026

Consent Agenda

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

## RECOMMENDATION

Acceptance of the donation of the following:

- One Capnostream 20p, one Respironics BiPAP Focus machine, and one Pulmonetic LTV 1150 for the benefit of training Respiratory Therapy 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 \$8,995.00.

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	4/9/2026	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

May 20, 2026

Texas Children's Hospital  
ATTN: Mr. Richard Nguyen, BSHA, RRT  
Respiratory Care – Business Operations Manager  
6621 Fannin St.  
Houston, TX 77030

Dear Mr. Nguyen,

Thank you for the wonderful in-kind donation of one Capnostream 20p machine, one Respiromics BiPAP Focus machine, and one Pulmonetic LTV 1150 machine for the Respiratory Therapy Program at HCC. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the May 20, 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 \$8,995.00. Your generosity has furthered the efforts of the Respiratory Therapy Program 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: May 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
5.	Approve Quality Assurance and Improvement Program	Dr. Margaret Ford Fisher Terry Corrigan

## RECOMMENDATION

Approve the HCC Internal Audit Department (IA) Quality Assurance and Improvement Program (QAIP), including the following:

1. Using the Self-Assessment with Independent Validation method for performing the External Quality Assessment (EQA).
2. IA working with Procurement Operations to select the best qualified provider for the EQA professional services.
3. IA's performance measurement methodology.

## COMPELLING REASON AND BACKGROUND

To allow time for the current Audit Committee members to review the proposed internal audit QAIP, the information and methodology used for developing the QAIP was presented in the April 1, 2026, Audit Committee Meeting with the QAIP being brought forward for Board of Trustees approval in the May 2026 board meetings.

HCC's internal audit QAIP is written for conformance with The Institute of Internal Auditors (IIA) International Professional Practices Framework (IPPF) comprised of Global Internal Audit Standards (GIAS), Topical Requirements, and Global Guidance. The QAIP is anchored to the relevant standards on Quality, Internal Quality Assessment, and External Quality Assessment (notably GIAS 8.3, 8.4, and 12.1). The GIAS's requires that the CAE review and discuss HCC's Internal Audit Department's QAIP with the BOT's and seek approval.

## FISCAL IMPACT

Department functions per approved operating budget.

## STRATEGIC ALIGNMENT

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

### ATTACHMENTS:

Description	Upload Date	Type
Quality Assurance and Improvement Program	4/2/2026	Attachment

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

**Houston City College System  
Internal Audit  
Quality Assurance and Improvement Program**

rev. 02/2026

---

HCC's internal audit Quality Assurance and Improvement Program (QAIP) is written for conformance with The Institute of Internal Auditors (IIA) International Professional Practices Framework (IPPF) comprised of Global Internal Audit Standards (GIAS), Topical Requirements, and Global Guidance. The QAIP is anchored to the relevant standards on Quality, Internal Quality Assessment, and External Quality Assessment (notably GIAS 8.3, 8.4, and 12.1).

### **1. Purpose**

Establishes the Internal Audit function's QAIP to evaluate and enhance:

- Working in accordance with the department's charter and conforming with the GIAS, and
- Achievement of Internal Audit performance objectives, and
- Continuous improvement across all aspects of Internal Audit.

The QAIP provides assurance to the board and senior management regarding the quality of Internal Audit performance and supports board oversight through quality assessment results, including external quality assessment results.

### **2. Scope**

The QAIP covers all aspects of the Internal Audit function, including governance, management, and performance of internal audit services across assurance and advisory work, and includes both internal and external assessments.

This includes (where applicable):

- Risk-based planning, engagement planning/execution, reporting, and follow-up;
- Methodology, templates, tools, and technology used to perform internal audits; and
- Resource management, competency, and professional development.

### **3. QAIP Requirements**

#### **3.1 QAIP Establishment, Maintenance, and Coverage (Standard 8.3 – Quality)**

The CAE develops, implements, and maintains a QAIP that covers all aspects of the Internal Audit function.

At least annually, the CAE must communicate the results of the internal quality assessment to the board and senior management, and the results of external quality assessments must be reported when completed.

These communications will include:

- The Internal Audit function's conformance with the GIAS and achievement of performance objectives;
- Compliance with laws/regulations relevant to internal auditing; and
- Plans to address deficiencies and opportunities for improvement.

#### **3.2 Internal Quality Assessment (Standard 12.1)**

The CAE must develop and conduct internal assessments of the Internal Audit function's conformance with the GIAS and progress toward performance objectives.

Internal assessments will include:

**Houston City College System  
Internal Audit  
Quality Assurance and Improvement Program**

rev. 02/2026

---

**A. Ongoing Internal Assessments** — Ongoing internal assessments are conducted through the following activities:

- Supervision of engagements by lead auditor,
- Regular, documented review of workpapers during engagements by lead auditor and internal audit team members,
- The standard internal audit process being uploaded into each engagement in TeamMate EWP to ensure compliance with applicable planning, process documentation, testing, and reporting standards,
- Feedback through customer surveys on individual engagements, and
- Review and approval of all final reports and observation action plans by the CAE.

**B. Periodic Internal Assessments** — Periodic internal assessments are designed to assess conformance with internal audit's charter, the GIAS, and the efficiency and effectiveness of internal audit in meeting the needs of its various stakeholders.

Periodic assessments are conducted through the following activities:

- Annual self-assessment of conformance with the GIAS (using program guides and evaluation summaries as found in *The IIA Quality Assessment Manual* with documented results and improvement actions,
- Review and update of the Internal Audit Policy and Procedures Manual (Manual), of which this QAIP is a part, to ensure it remains consistent with any changes in the GIAS or other organizational operating requirements,
- Quarterly Fiscal Year Audit Plan status reporting to the chancellor, executive council and the audit committee, and
- Annual fiscal year activity and performance reporting to the chancellor, executive council and the audit committee.

**3.3 External Quality Assessment (Standard 8.4 – External Quality Assessment)**

The CAE must develop a plan for an external quality assessment and discuss the plan with the board.

The external assessment must:

- Be performed at least once every five years;
- By a qualified, independent assessor or assessment team;
- With at least one assessor holding an active Certified Internal Auditor (CIA) designation; and
- With results reported to the board and senior management when completed.

Type of Assessment — A determination should be made as to the form of the external assessment. Either a full independent assessment or a self-assessment with independent validation (SAIV) can be used to conform with the external assessment requirement.

**Houston City College System  
Internal Audit  
Quality Assurance and Improvement Program**

rev. 02/2026

---

**4. METHODOLOGY FOR DELIVERING RESULTS**

In a mature function that has well-established and documented controls, providing assurance may mean testing the controls to ensure that they are working as intended. In less mature functions, providing assurance may mean reviewing the design of the risk management processes and evaluating them to determine if the controls and maturity level are adequate to effectively mitigate risks. In some cases where the control design is inadequate, testing may be unnecessary if it would not provide valuable feedback. There may also be circumstances where IA determines we cannot provide any assurance because internal controls are immature, inadequate or nonexistent. In these cases, with the agreement of the business unit management and the Audit Committee (if necessary), IA's role may take on a consultative nature to help management evaluate the risks they face and the types of controls that would effectively mitigate these risks to an acceptable level.

Certain projects undertaken by IA may be unique. Working collaboratively with functional management to understand the business objectives and risks to those objectives is important to developing an effective and efficient project scope. Some projects can be challenging when the maturity level of processes and controls is different than anticipated or believed inappropriate based on the risks being managed. IA has a quality assurance process that is used to evaluate the effectiveness of the audit process at key points. This process is relied upon to ensure that the proper type of service is determined, and the scope of the project is appropriate to fulfill the purpose of IA and to comply with the Institute of Internal Auditors (IIA) GIAS by which IA is bound. Consequently, when there is a question regarding the appropriate scope and action to take during a project, IA will work together with functional management to understand the issues and determine the best course of action in accordance with the GIAS.

**5. Performance Measurement Methodology**

Performance measurement consists of recurring assessments on two documents as follows:

1. Unit Core Functions and Assessment
2. IA Goals, Initiatives, and Activities Matrix

**6. Records and Retention**

Internal Audit will retain documentation supporting:

- Internal assessments and annual results reporting; and
- External assessment planning, execution, and reporting; and
- Corrective action tracking and completion evidence.

**7. Program Exceptions**

Any exception to this QAIP must be documented by the CAE and, if material, communicated to the board and senior management in the next QAIP reporting cycle.

**8. Review and Maintenance**

**Houston City College System  
Internal Audit  
Quality Assurance and Improvement Program**

rev. 02/2026

---

The QAIP will be reviewed at least annually, or sooner if changes to the GIAS or Internal Audit operations warrant updates.

Document History:

- Established 11/2017
- Revised 06/2021
- Revised 02/2026

# ACTION ITEM

Meeting Date: May 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
6.	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)]

Houston City College  
101506

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 20, 2026

Consent Agenda

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

## 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 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
8.	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

	<p>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; <a href="#">For transfer of credit under the Academic Fresh Start program, see FB.</a>]</p>
<b>Transfer of Course Credit</b>	<p>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.</p>
	<p>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. <del>The associate degree reflects the highest level of educational attainment the College District awards students.</del> All academic courses and degrees are designed to transfer to baccalaureate programs in four-year colleges and universities. <a href="#">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.</a></p>
	<p>Academic course offerings are based on the Coordinating Board Academic Course Guide Manual (ACGM).</p>
<b>Transfer Dispute Resolution</b>	<p>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.</p>
<b>Effective Date</b>	<p><del>This policy shall be effective as of the adoption date, November 6, 2019.</del></p>

**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 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
9.	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 ~~105~~ 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 ~~105~~ 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 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
10.	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 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
11.	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  
STUDENT CONDUCT

FLB  
(LOCAL)

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.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FLB  
(LOCAL)

<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.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FLB  
(LOCAL)

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>

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FLB  
(LOCAL)

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.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FLB  
(LOCAL)

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

Houston City College  
101506

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT CONDUCT

FLB  
(LOCAL)

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 20, 2026

Consent Agenda

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

## 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.

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

Houston City College  
101506

STUDENT CONDUCT  
ALCOHOL AND DRUG USE

FLBE  
(LOCAL)

<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 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
13.	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.

EMPLOYEE STANDARDS OF CONDUCT  
CHILD ABUSE AND NEGLECT REPORTING

DHB  
(LOCAL)

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.

Houston City College  
101506

EMPLOYEE STANDARDS OF CONDUCT  
CHILD ABUSE AND NEGLECT REPORTING

DHB  
(LOCAL)

**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>

# ACTION ITEM

Meeting Date: May 20, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
14.	Monthly Investment Report, Financial Statement and Budget Review for March 2026	Dr. Margaret Ford Fisher Robert McCracken

## RECOMMENDATION

Accept the Investment Report, Financial Statement and Budget Review for the month of March 2026.

## 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 55% 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 March, the interest income earned for the month and fiscal year to date totaled \$3,281,476 and \$14,854,127, respectively. The weighted average interest rate (WAR) on March 31, 2026, was 3.72% compared to 3.74% last month and 4.24% a year ago.

Interest expense on outstanding debt was \$1,330,266 for the month of March 2026.

## 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	4/21/2026	Presentation
Investment Report - March 2026	4/21/2026	Attachment
Financial Statement - March 2026	4/29/2026	Attachment

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



# **FY 2026**

## **Summary of February 2026**

### **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

May 6, 2026

# Fund 1: Unrestricted Revenues

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru March 31, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru March 31, 2026	Year-to-Date Actuals Thru March 31, 2025	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
<b>REVENUES</b>							
State Appropriations	\$ 72,938,399	\$ 55,866,734	76.6% <b>A</b>	\$ 55,866,734	\$ 53,869,664	\$ 1,997,070	3.7%
Ad Valorem Taxes	242,337,151	234,495,398	96.8% <b>B</b>	234,495,398	219,361,038	15,134,360	6.9%
Tuition & Fees, Net	114,395,960	123,296,649	107.8% <b>C</b>	123,296,649	116,425,064	6,871,585	5.9%
Other Local Income	19,406,390	13,217,469	68.1% <b>D</b>	13,217,469	9,361,978	3,855,491	41.2%
Tuition & Fees, Net -- Extended Learning	7,609,984	6,959,278	91.4% <b>E</b>	6,959,278	6,486,393	472,885	7.3%
Grant Revenue - Indirect Cost	650,000	458,940	70.6% <b>F</b>	458,940	469,528	(10,588)	-2.3%
<b>Total Revenues</b>	<b>457,337,884</b>	<b>434,294,468</b>	<b>95.0%</b>	<b>434,294,468</b>	<b>405,973,665</b>	<b>28,320,803</b>	<b>7.0%</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>17,809,983</b>	<b>(240,607)</b>	<b>-1.4%</b>
<b>Total Revenues and Fund Balance Transfers</b>	<b>\$ 474,907,260</b>	<b>\$ 451,863,844</b>	<b>95.1%</b>	<b>\$ 451,863,844</b>	<b>\$ 423,783,648</b>	<b>\$ 28,080,196</b>	<b>6.6%</b>

# Fund 1: Unrestricted Expenses

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru March 31, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru March 31, 2026	Year-to-Date Actuals Thru March 31, 2025	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
<b>EXPENSES</b>							
Salaries	262,284,857	154,171,631	58.8%	154,171,631	146,650,994	7,520,637	5.1%
Employee Benefits	39,768,492	19,410,235	48.8%	19,410,235	17,854,041	1,556,194	8.7%
Supplies & General Expense	6,446,261	3,052,105	47.3% <b>G</b>	3,052,105	2,899,945	152,161	5.2%
Travel	1,386,375	303,710	21.9% <b>H</b>	303,710	324,802	(21,092)	-6.5%
Marketing Costs	3,733,538	1,455,585	39.0% <b>I</b>	1,455,585	1,465,539	(9,955)	-0.7%
Rentals & Leases	467,359	95,137	20.4% <b>J</b>	95,137	259,756	(164,619)	-63.4%
Insurance/Risk Mgmt.	10,618,231	8,160,768	76.9% <b>K</b>	8,160,768	8,162,186	(1,418)	0.0%
Contracted Services	40,209,315	18,259,479	45.4% <b>L</b>	18,259,479	18,570,572	(311,094)	-1.7%
Utilities	11,659,309	5,748,091	49.3%	5,748,091	4,580,119	1,167,972	25.5%
Other Departmental Expenses	6,027,505	2,284,132	37.9% <b>M</b>	2,284,132	1,242,176	1,041,956	83.9%
Instructional & Other Materials	10,727,081	5,161,905	48.1% <b>N</b>	5,161,905	5,229,070	(67,165)	-1.3%
Maintenance & Repair	2,763,476	931,017	33.7% <b>O</b>	931,017	1,563,961	(632,945)	-40.5%
Transfers\Debt	43,562,510	28,445,759	65.3%	28,445,759	22,149,986	6,295,773	28.4%
Contingency/Initiatives	6,692,649	-	0.0%	-	-	-	0.0%
Capital Outlay	17,061,889	6,997,780	41.0% <b>P</b>	6,997,780	11,015,137	(4,017,357)	-36.5%
Scholarship Distribution	11,498,412	4,372,415	38.0% <b>Q</b>	4,372,415	-	4,372,415	100.0%
<b>Total Expenses</b>	<b>\$ 474,907,260</b>	<b>\$ 258,849,749</b>	<b>54.5%</b>	<b>\$ 258,849,749</b>	<b>\$ 241,968,286</b>	<b>\$ 16,881,463</b>	<b>7.0%</b>
<b>NET REVENUE/(EXPENSES)</b>		<b>\$ 193,014,096</b>		<b>\$ 193,014,096</b>	<b>\$ 181,815,363</b>	<b>\$ 11,198,733</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 higher as expected, due to increases in property valuations.
C	Tuition and Fees collections have increased due an increase in enrollment.
D	Other Local Income includes investment income and unrealized gains and losses and reflects the volatility of the financial market.
E	Tuition and Fees, Extended Learning collections fluctuate as course offerings fluctuate.
F	Grant Revenue - It is contingent on activity for the year.
G	Supplies and General expenses are incurred as needed throughout the year, leading to periodic spending fluctuations.
H	Travel expenses varies due to timing differences in recording transactions from year-to-year.
I	Marketing expenses varies due to timing differences in recording transactions from year-to-year.
J	Rental expenses occur based on events during the year and vary from year-to-year.
K	Insurance Premiums are paid at irregular intervals, leading to inconsistent monthly costs.
L	Contracted Services is trending down but is expected to be with budget at year-end.
M	Other Departmental expenditures is trending up but is expected to be with budget at year-end.
N	Instructional & Other Material expenses occur at irregular intervals, causing inconsistent monthly costs.
O	Maintenance & Repairs occur as needed and vary from month to month.
P	Capital Outlays occur at irregular intervals based on construction schedules and needs.
Q	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 March 2026

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**  
**March 31, 2026**

Beginning Book Value (March 1, 2026)	\$	629,137,087
Beginning Market Value (March 1, 2026)	\$	631,898,151
Additions/Subtractions (Book Value - Net)	\$	(5,101,774)
Change in Market Value	\$	27,014,366
Ending Book Value (March 31, 2026)	\$	624,035,313
Ending Market Value (March 31, 2026)	\$	624,647,145
Unrealized Gain/(Loss)	\$	611,832
WAM (55% of Portfolio's Weighted Average Maturity )		1 day
WAM (43% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)		371

* Net amount provided/(for) operations	\$	(5,016,671)
* Net amount provided/(for) CIP/others		(94,287)
	\$	<u>(5,110,958)</u>

**EXECUTIVE SUMMARY**  
**INVENTORY HOLDINGS REPORT**  
**March 31, 2026**

	<b>Ending Book Value</b>	<b>Ending Market Value</b>	<b>Unrealized Gain (Loss)</b>
US Treasuries	\$ 247,839,674	\$ 248,378,673	\$ 538,999
US Agencies	35,030,116	35,102,948	72,832
Local Government Pools	152,400,453	152,400,453	-
Money Market Funds	138,720,903	138,720,903	-
Certificate of Deposit	50,000,000	50,000,000	-
Interest Bearing Checking	44,168	44,168	-
Total	<u>\$ 624,035,313</u>	<u>\$ 624,647,145</u>	<u>\$ 611,832</u>
WAR (Weighted Average Interest Rate)		<u>3.72%</u>	

**INVESTMENTS**  
**INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)**  
**March 31, 2026**

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	4,964	\$ (3,577)	\$ 4,964	\$ 5,058	\$ 1,319	\$ 6,378	\$ 5,058	\$ (2,223)	\$ (1,319)
Fannie Mae ARM Pool 805454	Bank of America	4.6720%	0.0000%	12/23/04	12/01/34	8,047	(5,918)	8,047	8,264	5,644	13,908	8,264	(80)	(5,644)
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	10,152,601	9,980,570	-	9,980,570	10,087,158	(65,442)	106,588
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	9,991,797	9,966,406	-	9,966,406	9,933,203	(58,594)	(33,203)
U.S. Treasury Note US Govt Treasury	Bank of America	2.7500%	4.0060%	10/25/24	07/31/27	15,000,000	489,150	14,857,031	14,510,850	-	14,510,850	14,787,891	(69,141)	277,041
U.S. Treasury Note US Govt Treasury	Bank of America	3.8800%	3.8800%	10/15/24	10/15/27	10,000,000	3,516	10,071,094	9,996,484	-	9,996,484	10,005,469	(65,625)	8,984
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	3.6300%	3.5600%	09/13/24	09/13/27	15,000,000	(27,510)	15,026,344	15,027,510	-	15,027,510	14,960,681	(65,663)	(66,829)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	4.3500%	4.3430%	02/12/25	01/28/28	10,000,000	(1,750)	10,114,899	10,001,750	-	10,001,750	10,041,786	(73,113)	40,036
U.S. Treasury Note US Govt Treasury	Bank of America	3.7500%	4.1240%	12/5/2024	8/31/2026	10,000,000	62,500	10,003,828	9,937,500	-	9,937,500	9,999,531	(4,297)	62,031
U.S. Treasury Note US Govt Treasury	Bank of America	3.7500%	4.1640%	12/5/2024	8/31/2026	10,000,000	69,141	10,003,828	9,930,859	-	9,930,859	9,999,531	(4,297)	68,672
U.S. Treasury Note US Govt Treasury	Bank of America	0.8800%	4.1540%	12/5/2024	6/30/2026	10,000,000	493,750	9,907,943	9,506,250	-	9,506,250	9,929,453	21,510	423,203
U.S. Treasury Note US Govt Treasury	Bank of America	4.5000%	4.2080%	1/29/2025	3/31/2026	15,000,000	(48,633)	15,008,562	15,048,633	(15,048,633)	0	0	-	-
U.S. Treasury Note US Govt Treasury	Bank of America	3.5000%	4.0790%	2/26/2025	1/31/2028	30,000,000	475,781	30,062,109	29,524,219	-	29,524,219	29,826,563	(235,547)	302,344
U.S. Treasury Note US Govt Treasury	Bank of America	2.7500%	4.0810%	2/26/2025	2/15/2028	10,000,000	368,750	9,881,641	9,631,250	-	9,631,250	9,807,422	(74,219)	176,172
U.S. Treasury Note US Govt Treasury	Bank of America	3.8800%	4.0150%	3/19/2025	3/15/2028	10,000,000	39,063	10,096,875	9,960,938	-	9,960,938	10,010,547	(86,328)	49,609
U.S. Treasury Note US Govt Treasury	Bank of America	3.5000%	3.6574%	1/22/2026	3/16/2028	10,000,000	42,188	10,031,250.00	9,957,812.50	-	9,957,813	9,916,406	(114,844)	(41,406)
U.S. Treasury Note US Govt Treasury	Bank of America	1.7500%	3.6656%	1/22/2026	3/17/2028	10,000,000	543,750	9,548,437.50	9,456,250.00	-	9,456,250	9,446,094	(102,344)	(10,156)
U.S. Treasury Note US Govt Treasury	Bank of America	1.7500%	3.6700%	1/22/2026	3/18/2028	20,000,000	1,087,160	19,096,875.00	18,912,840.00	-	18,912,840	18,892,188	(204,687)	(20,652)
U.S. Treasury Note US Govt Treasury	Bank of America	1.7500%	3.6700%	1/22/2026	3/19/2028	20,000,000	1,084,600	19,096,875.00	18,915,400.00	-	18,915,400	18,892,188	(204,687)	(23,212)
U.S. Treasury Note US Govt Treasury	Bank of America	0.6250%	3.4790%	2/20/2026	3/31/2027	20,000,000	614,804	19,397,656.20	19,385,196.00	-	19,385,196	19,393,125	(4,531)	7,929
U.S. Treasury Note US Govt Treasury	Bank of America	2.3750%	3.4603%	2/20/2026	3/31/2029	30,000,000	951,900	29,110,546.80	29,048,100.00	-	29,048,100	28,769,531	(341,015)	(278,569)
U.S. Treasury Note US Govt Treasury	Bank of America	2.3800%	3.6950%	3/19/2026	3/31/2029	15,000,000	396,945	-	-	14,603,055	14,603,055	14,384,766	14,384,766	(218,290)
U.S. Treasury Note US Govt Treasury	Bank of America	2.3800%	3.7110%	3/19/2026	3/31/2029	15,000,000	403,737	-	-	14,596,263	14,596,263	14,384,766	14,384,766	(211,498)
Debt Service 2001A Bond Interest Checking	Bank of America		1.8000%				-	1,316.74	1,316.74	2	1,319	1,319	-	-
HCCS Merchant Service	Bank of America		0.6600%				-	25,809.08	25,809.08	(22)	25,788	25,788	-	-
LTD 2013 Tax Bond General Checking	Bank of America		1.8000%				-	1,223.26	1,223.26	2,303	3,526	3,526	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs)	Bank of America		3.6000%				-	3,227.71	3,227.71	9	3,237	3,237	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America		3.6000%				-	3,191,416	3,191,416	8,799	3,200,215	3,200,215	-	-
LTD 2013 Tax Bond General Checking	JP Morgan Chase		3.6000%				-	184,062.52	184,062.52	(170,526.80)	13,535.72	13,535.72	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs)	JP Morgan Chase		0.0000%				-	155,104,633.87	155,104,633.87	(19,587,182.50)	135,517,451.37	135,517,451.37	-	-
Money Market 2006 Jr. Lien Debt Reserve	JP Morgan Chase		1.8000%				-	-	-	-	-	-	-	-
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		3.7961%				-	69,593,508.98	69,593,508.98	223,270.14	69,816,779.12	69,816,779.12	-	-
TexPool - General Funds	State Street Bank		3.6916%				-	13,075,288.93	13,075,288.93	540,077.85	13,615,366.78	13,615,366.78	-	-
TexPool - Prime	State Street Bank		3.8182%				-	69,244,460.30	69,244,460.30	(276,153.61)	68,968,306.69	68,968,306.69	-	-
<b>TOTAL</b>								<b>\$ 631,898,151</b>	<b>\$ 629,137,087</b>	<b>\$ (5,101,774)</b>	<b>\$ 624,035,313</b>	<b>\$ 624,647,145</b>	<b>\$ 27,014,366</b>	<b>\$ 611,832</b>



# **Summary Operating Statements**

**For the Period  
September 1, 2025 - March 31, 2026**

**For the Meeting of the Board of Trustees - May 6, 2026**

**for  
Houston City College**

# Table of Contents

For the Period September 1, 2025 - March 31, 2026

## 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 March 31, 2026**

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 March 31, 2026, total revenues and fund balance transfer-ins are \$451.9 million. This represents 95.1% of the budgeted total of \$474.9 million. Expenses total \$258.8 million to date, which is 54.5% of the total expense budget of \$474.9 million. Compared with the same period last year, revenues and transfers are higher by 6.6% and expenses are higher by 7%. Actual net revenue is \$193 million to date.

Ad Valorem tax revenue collections are higher when compared to last year mainly due to increases in property valuations. Tax revenue will normalize and fall within budget by year end.

State appropriations are 3.7% higher when compared to prior year due to an increase in HCC's performance tier allotment.

Tuition and fees, net, which include revenues for semester credit hour (SCH) courses, are 5.9% higher than last year at this time. Gross tuition and fee revenues are up 9.8% 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 34.1% primarily due to Dual Credit waivers.

Continuing Education/Non-credit tuition and fees, net are 7.3% higher than last year at this time. Gross tuition and fees revenues are up by 7.3%.

Actual salaries for FY 2026 are 5.1% 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. An increase in PT faculty, due to enrollment growth, also contributed to the increase. Employee benefits are higher by 8.7% 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.

Debt interest expense for the month totaled 1,330,266 compared to this time in FY 2025 of \$1,550,824.

**HOUSTON CITY COLLEGE**  
**Statement of Revenues, Expenses and Fund Balances - All Funds**  
**As of March 31, 2026**

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
<b>Revenues</b>	\$ 434,294,468	\$ 23,377,101	\$ 5,612,396	\$ 61,772,946	\$ 123,720,068	\$ (27,496,463)	\$ 28,687,500	\$ 41,221,450	\$ 269,832	\$ 691,459,297
<b>Expenses</b>										
Salaries	154,171,631	3,033,153	593,779	-	2,289,163	-	24,254	-	-	160,111,980
Employee Benefits	19,410,235	12,716,109	116,122	-	-	-	-	-	-	32,242,466
Supplies & General Expense	3,052,105	213,501	436,965	-	-	27,505	164,102	-	-	3,894,178
Travel	303,710	50,908	13,261	-	-	-	-	-	-	367,880
Marketing Costs	1,455,585	28,560	1,564	-	-	-	-	-	-	1,485,708
Rentals & Leases	95,137	-	4,606	-	-	1,229	-	-	-	100,972
Insurance/Risk Mgmt.	8,160,768	98	777	-	-	-	-	-	-	8,161,643
Contracted Services	18,259,479	239,536	704,660	-	-	88,988	218,763	258,760	-	19,770,186
Utilities	5,748,091	-	306,514	-	-	-	-	-	-	6,054,605
Other Departmental Expenses	2,284,132	321,430	217,893	-	216,171	-	-	-	-	3,039,626
Instructional & Other Materials	5,161,905	119,016	454	-	-	62,611	422,642	-	-	5,766,628
Maintenance & Repair	931,017	57,073	11,099	-	-	-	9,131	-	-	1,008,319
Transfers (In)/Out <sup>1</sup>	28,437,084	-	-	-	(3,081,650)	(29,265,716)	970,216	2,940,066	-	-
Debt	8,675	-	-	-	-	-	-	31,996,674	-	32,005,349
Capital Outlay	6,997,780	421,678	267,581	-	-	3,820,494	7,039,791	-	-	18,547,325
Amortization/Depreciation	-	-	-	-	-	-	-	-	20,735,346	20,735,346
Scholarship Distribution	4,372,415	-	1,541,153	61,772,946	124,435,862	-	-	-	-	192,122,375
<b>Total Expenses</b>	<b>258,849,749</b>	<b>17,201,061</b>	<b>4,216,428</b>	<b>61,772,946</b>	<b>123,859,545</b>	<b>(25,264,889)</b>	<b>8,848,898</b>	<b>35,195,501</b>	<b>20,735,346</b>	<b>505,414,585</b>
<b>Net Revenues/(Expenses)</b>	<b>175,444,720</b>	<b>6,176,039</b>	<b>1,395,968</b>	<b>-</b>	<b>(139,477)</b>	<b>(2,231,574)</b>	<b>19,838,602</b>	<b>6,025,949</b>	<b>(20,465,515)</b>	<b>186,044,712</b>
<b>Other Adjustments and Transfers</b>										
Debt Principal Payments <sup>2</sup>	-	-	-	-	-	-	-	-	-	-
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP <sup>2</sup>	-	-	-	-	-	457,972	4,090,036	-	29,671,663	34,219,671
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>457,972</b>	<b>4,090,036</b>	<b>-</b>	<b>29,671,663</b>	<b>34,219,671</b>
<b>Beginning Fund Balances, Audited</b>	<b>42,783,470</b>	<b>897,080</b>	<b>23,605,096</b>	<b>238,698</b>	<b>4,017,685</b>	<b>126,030,418</b>	<b>-</b>	<b>20,049,079</b>	<b>590,834,013</b>	<b>808,455,539</b>
<b>Ending Fund Balances</b>	<b>\$ 218,228,190</b>	<b>\$ 7,073,119</b>	<b>\$ 25,001,064</b>	<b>\$ 238,698</b>	<b>3,878,208</b>	<b>\$ 124,256,816</b>	<b>\$ 23,928,638</b>	<b>\$ 26,075,028</b>	<b>\$ 600,040,162</b>	<b>\$ 1,028,719,923</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 March 31, 2026**  
**58.3% of Year**

	<b>Budget Comparison</b>			<b>Previous Fiscal Year Comparison</b>			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru March 31, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru March 31, 2026	Year-to-Date Actuals Thru March 31, 2025	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
<b>REVENUES</b>							
State Appropriations	\$ 72,938,399	\$ 55,866,734	76.6%	\$ 55,866,734	\$ 53,869,664	\$ 1,997,070	3.7%
Ad Valorem Taxes	242,337,151	234,495,398	96.8%	234,495,398	219,361,038	15,134,360	6.9%
Tuition & Fees, Net	114,395,960	123,296,649	107.8%	123,296,649	116,425,064	6,871,585	5.9%
Other Local Income	19,406,390	13,217,469	68.1%	13,217,469	9,361,978	3,855,491	41.2%
Tuition & Fees, Net -- Extended Learning	7,609,984	6,959,278	91.4%	6,959,278	6,486,393	472,885	7.3%
Grant Revenue - Indirect Cost	650,000	458,940	70.6%	458,940	469,528	(10,588)	-2.3%
<b>Total Revenues</b>	<b>457,337,884</b>	<b>434,294,468</b>	<b>95.0%</b>	<b>434,294,468</b>	<b>405,973,665</b>	<b>28,320,803</b>	<b>7.0%</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>17,809,983</b>	<b>(240,607)</b>	<b>-1.4%</b>
<b>Total Revenues and Fund Balance Transfers</b>	<b>\$ 474,907,260</b>	<b>\$ 451,863,844</b>	<b>95.1%</b>	<b>\$ 451,863,844</b>	<b>\$ 423,783,648</b>	<b>\$ 28,080,196</b>	<b>6.6%</b>
 <b>EXPENSES</b>							
Salaries	262,284,857	154,171,631	58.8%	154,171,631	146,650,994	7,520,637	5.1%
Employee Benefits	39,768,492	19,410,235	48.8%	19,410,235	17,854,041	1,556,194	8.7%
Supplies & General Expense	6,446,261	3,052,105	47.3%	3,052,105	2,899,945	152,161	5.2%
Travel	1,386,375	303,710	21.9%	303,710	324,802	(21,092)	-6.5%
Marketing Costs	3,733,538	1,455,585	39.0%	1,455,585	1,465,539	(9,955)	-0.7%
Rentals & Leases	467,359	95,137	20.4%	95,137	259,756	(164,619)	-63.4%
Insurance/Risk Mgmt.	10,618,231	8,160,768	76.9%	8,160,768	8,162,186	(1,418)	0.0%
Contracted Services	40,209,315	18,259,479	45.4%	18,259,479	18,570,572	(311,094)	-1.7%
Utilities	11,659,309	5,748,091	49.3%	5,748,091	4,580,119	1,167,972	25.5%
Other Departmental Expenses	6,027,505	2,284,132	37.9%	2,284,132	1,242,176	1,041,956	83.9%
Instructional & Other Materials	10,727,081	5,161,905	48.1%	5,161,905	5,229,070	(67,165)	-1.3%
Maintenance & Repair	2,763,476	931,017	33.7%	931,017	1,563,961	(632,945)	-40.5%
Transfers\Debt	43,562,510	28,445,759	65.3%	28,445,759	22,149,986	6,295,773	28.4%
Contingency/Initiatives	6,692,649	-	100.0%	-	-	-	0.0%
Capital Outlay	17,061,889	6,997,780	41.0%	6,997,780	11,015,137	(4,017,357)	-36.5%
Scholarship Distribution	11,498,412	4,372,415	38.0%	4,372,415	-	4,372,415	100.0%
<b>Total Expenses</b>	<b>\$ 474,907,260</b>	<b>\$ 258,849,749</b>	<b>54.5%</b>	<b>\$ 258,849,749</b>	<b>\$ 241,968,286</b>	<b>\$ 16,881,463</b>	<b>7.0%</b>
<b>NET REVENUE/(EXPENSES)</b>	<b>-</b>	<b>\$ 193,014,096</b>		<b>\$ 193,014,096</b>	<b>\$ 181,815,363</b>	<b>\$ 11,198,733</b>	

**HOUSTON CITY COLLEGE**  
**Auxiliary Revenues and Expenses by Fund**  
**As of March 31, 2026**

**Auxiliary Funds - Uncommitted Portion**

	Main Leasing	Misc. Auxiliary *	Bookstore Commission	Scholarships	<b>Subtotal Uncommitted</b>
<b>Revenues</b>	\$ 3,087,597	\$ 167,168	\$ 619,850	\$ -	<u>\$ 3,874,615</u>
<b>Expenses</b>					
Salaries	189,469	61,513	-	48,694	299,676
Employee Benefits	44,541	8,157	-	490	53,189
Supplies & General Expense	43,657	65,154	-		108,811
Travel			-		-
Marketing Costs			-		-
Rentals & Leases			-		-
Insurance/Risk Mgmt.			-		-
Contracted Services	751,066.14	7,423.24	-		758,489
Utilities			-		-
Other Departmental Expenses	402,357	181,525.50	-		583,883
Instructional & Other Materials			-		-
Maintenance & Repair			-		-
Transfers/Debt			-		-
Capital Outlay			-		-
Scholarship Distribution			-	1,519,126	1,519,126
<b>Total Expenses</b>	<u>1,431,091</u>	<u>323,773</u>	<u>-</u>	<u>1,568,311</u>	<u>3,323,174</u>
<b>Contribution to Fund Balance</b>	<u>\$ 1,656,506</u>	<u>\$ (156,605)</u>	<u>\$ 619,850</u>	<u>\$ (1,568,311)</u>	<u>551,440</u>
<b>Beginning Fund Balance, Audited</b>					<u>19,421,438</u>
<b>Ending Fund Balance</b>					<u>\$ 19,972,879</u>

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

**HOUSTON CITY COLLEGE**  
**Auxiliary Revenues and Expenses By Fund**  
**As of March 31, 2026**

**Auxiliary Funds - International and Committed Portions**

	<u>International</u>		<u>Committed</u>				<u>Total</u>
	Other International Initiatives	<b>Subtotal International</b>	Student Vending Commission	Student Activity Fee	Student Athletic Fee	<b>Subtotal Committed</b>	<b>Total Auxiliary</b>
<b>Revenues</b>	\$ -	\$ -	\$ -	\$ 972,147	\$ 765,634	\$ 1,737,781	\$ 5,612,396
<b>Expenses</b>							
Salaries	-	-	-	68,920	246,818	315,738	615,414
Employee Benefits	-	-	-	3,700	59,233	62,933	116,122
Supplies & General Expense	20,498	20,498	-	270,214	64,211	334,425	463,735
Travel	-	-	-	-	-	-	-
Marketing Costs	-	-	-	-	-	-	-
Rentals & Leases	-	-	-	-	-	-	-
Insurance/Risk Mgmt.	-	-	-	-	-	-	-
Contracted Services	-	-	-	27,499	38,814	66,313	824,803
Utilities	-	-	-	-	-	-	-
Other Departmental Expenses	2,586	2,586	-	44,066.55	46,693	90,760	677,228
Instructional & Other Materials	-	-	-	-	-	-	-
Maintenance & Repair	-	-	-	-	-	-	-
Transfers/Debt	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Scholarship Distribution	-	-	-	-	-	-	1,519,126
<b>Total Expenses</b>	<b>23,084</b>	<b>23,084</b>	<b>-</b>	<b>414,399</b>	<b>455,770</b>	<b>870,169</b>	<b>4,216,428</b>
<b>Contribution to Fund Balance</b>	<b>(23,084)</b>	<b>(23,084)</b>	<b>-</b>	<b>557,748</b>	<b>309,864</b>	<b>867,612</b>	<b>1,395,968</b>
<b>Beginning Fund Balance, Audited</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>\$ 1,376,338</b>	<b>\$ (1,284,080)</b>	<b>\$ 2,641,045</b>	<b>\$ 2,294,882</b>	<b>\$ 3,651,847</b>	<b>\$ 25,001,064</b>

**HOUSTON CITY COLLEGE**  
**Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison**  
**As of March 31, 2026**  
**58.3% of Year**

<b>Division</b>	<b>FY 2026 Adjusted Budget</b>	<b>Actuals as of March 31, 2026</b>	<b>% Spent</b>	<b>FY 2025 Adjusted Budget</b>	<b>Actuals as of March 31, 2025</b>	<b>% Spent</b>
Central College	\$ 16,503,530	\$ 9,673,183	58.6%	\$ 15,621,634	8,742,969	56.0%
Northwest College	20,213,266	11,557,249	57.2%	19,344,834	10,128,309	52.4%
Northeast College	18,465,329	10,912,932	59.1%	17,429,944	9,935,626	57.0%
Southwest College	19,507,919	11,265,967	57.8%	16,911,967	10,167,041	60.1%
Southeast College	17,827,161	11,007,034	61.7%	17,367,517	10,601,483	61.0%
Coleman College	23,744,661	12,998,332	54.7%	22,306,950	12,307,326	55.2%
Academic Instruction	85,558,665	53,812,903	62.9%	83,345,022	50,954,327	61.1%
Office of the Chancellor	12,224,251	6,275,751	51.3%	11,397,890	5,835,690	51.2%
Instructional Services	27,024,715	10,685,197	39.5%	18,983,598	8,283,953	43.6%
Online College	3,556,050	1,954,517	55.0%	3,256,453	1,748,946	53.7%
Student Services	11,055,750	5,340,073	48.3%	11,738,850	4,584,259	39.1%
Strategy, Planning & Institutional Effectiveness	5,159,320	2,400,506	46.5%	5,371,372	2,445,857	45.5%
External & Governmental Relations, Transfers and Alumni Relations	2,296,292	1,031,104	44.9%	2,220,585	808,872	36.4%
Legal & Compliance	19,019,988	11,864,736	62.4%	17,518,991	11,693,042	66.7%
Finance & Accounting	71,055,060	37,348,423	52.6%	75,263,574	44,196,321	58.7%
System	113,160,291	57,179,453	50.5%	123,175,338	46,556,072	37.8%
<b>Grand Total</b>	<b>\$ 474,907,260</b>	<b>\$ 258,849,749</b>	<b>54.5%</b>	<b>\$ 467,949,237</b>	<b>\$ 241,968,286</b>	<b>51.7%</b>

# HOUSTON CITY COLLEGE

## Balance Sheet by Fund

As of March 31, 2026

	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	\$ 206,287,549	\$ 128,896,206	\$ 335,183,755	\$ 222,525,282
Accounts receivable (net)	57,910,558	3,120,068	61,030,626	33,361,251
Deferred charges	25,095	-	25,095	12,374,580
Prepays	8,754,402	-	8,754,402	9,098,114
Total Current Assets	272,977,604	132,016,274	404,993,878	277,359,227
Non-current Assets:				
Restricted cash & cash equivalents	-	24,212,554	24,212,554	34,810,115
Restricted long-term investments	-	13,322	13,322	-
Long-term investments	283,134,197	-	283,134,197	219,554,291
Long-term lease receivable	18,734,515	-	18,734,515	18,241,761
Capital assets, net	9,020,405	1,113,701,610	1,122,722,015	1,134,300,351
Total Non-current Assets	310,889,117	1,137,927,486	1,448,816,603	1,406,906,518
<b>Total Assets</b>	<b>\$ 583,866,721</b>	<b>\$ 1,269,943,760</b>	<b>\$ 1,853,810,481</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
Total Deferred Outflows of Resources	\$ 32,508,116	\$ 1,300,727	\$ 33,808,843	\$ 33,808,843
<b>Total Assets and Deferred Outflows of Resources</b>	<b>\$ 616,374,837</b>	<b>\$ 1,271,244,487</b>	<b>\$ 1,887,619,324</b>	<b>\$ 1,718,074,587</b>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	31,615,576	504,873	32,120,449	17,734,123
Accrued Interest- SBITA	466,208	-	466,208	466,208
Accrued liabilities	661,357	39,462	700,819	8,552,333
Compensated absences	15,972,276	-	15,972,276	15,972,276
Funds held for others	2,723,617	189,208	2,912,825	841,776
Deferred revenue	746,593	-	746,593	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	-	365,541	365,541	728,033
Bonds payable-current portion	-	12,600,000	12,600,000	37,570,000
Total Current Liabilities	61,630,441	13,699,084	75,329,525	124,430,213
Non-current Liabilities:				
SBITA Liability	3,120,956	-	3,120,956	3,120,956
Net OPEB liability	137,226,159	-	137,226,159	137,226,159
Net pension liability	91,994,941	-	91,994,941	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
Total Non-current Liabilities	232,342,056	474,888,622	707,230,678	707,230,678
<b>Total Liabilities</b>	<b>\$ 293,972,497</b>	<b>\$ 488,587,706</b>	<b>\$ 782,560,203</b>	<b>\$ 831,660,891</b>
Deferred Inflows of Resources:				
Leases	19,609,316	-	19,609,316	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
Total Deferred Inflows of Resources	\$ 67,983,061	\$ 8,356,137	\$ 76,339,198	\$ 77,958,157
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>\$ 361,955,558</b>	<b>\$ 496,943,843</b>	<b>\$ 858,899,401</b>	<b>\$ 909,619,048</b>
<b>Beginning Fund Balances, Audited</b>	71,542,029	736,913,510	808,455,539	734,321,025
Net Revenue/(Expenses)				
Unrestricted	176,840,688	-	176,840,688	(24,597,751)
Restricted	6,036,562	-	6,036,562	674,395
Net Investment in Plant	-	37,387,134	37,387,134	98,057,870
<b>Ending Fund Balances</b>	<b>\$ 254,419,279</b>	<b>\$ 774,300,644</b>	<b>\$ 1,028,719,923</b>	<b>\$ 808,455,539</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 616,374,837</b>	<b>\$ 1,271,244,487</b>	<b>\$ 1,887,619,324</b>	<b>\$ 1,718,074,587</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 March 31, 2026

	FY 2025		FY 2026		Actuals % Increase/ (Decrease)YTD vs. Prior YTD
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 03/31/2025	Year-to-Date Activity thru 03/31/2026	Year-to-Date Activity thru 03/31/2026	
<b>Tuition &amp; Fees</b>					
<b>Budget:</b>					
Adjusted Budget, Annual*	\$ 126,237,802	\$ 116,425,064	\$ 114,395,960		-1.7%
<b>Revenues:</b>					
Gross Tuition & Fees	151,515,167	135,333,930	148,651,239		9.8%
<b>Waivers &amp; Exemptions:</b>					
Dual Credit & Early College HS	(19,222,225)	(16,677,814)	(22,654,614)		35.8%
Other	(2,947,494)	(2,231,052)	(2,699,976)		21.0%
Total Waivers & Exemptions	(22,169,719)	(18,908,866)	(25,354,590)		34.1%
<b>Total Tuition &amp; Fees Revenue, Net</b>	<b>\$ 129,345,448</b>	<b>\$ 116,425,064</b>	<b>\$ 123,296,649</b>		<b>5.9%</b>

<b>Tuition &amp; Fees - Extended Learning (EL)</b>					
<b>Budget:</b>					
Adjusted Budget, Annual*	\$ 7,885,993	\$ 6,486,393	\$ 7,609,984		17.3%
<b>Revenues:</b>					
Gross Tuition & Fees	8,435,498	6,486,393	6,959,278		7.3%
<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>\$ 6,486,393</b>	<b>\$ 6,959,278</b>		<b>7.3%</b>

	FY 2025		FY 2026		Actuals % Increase/ (Decrease)YTD vs. PriorYTD
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 03/31/2025	Year-to-Date Activity thru 03/31/2026	Year-to-Date Activity thru 03/31/2026	
<b>Exemptions &amp; Waivers</b>					
Dual Credit & Early College HS Waiver	19,222,225	16,677,814	22,654,614		35.8%
<b>Other Exemptions:</b>					
Employee Fee Exemptions	46,164	36,253	45,803		26.3%
Firemen	43,929	35,226	19,832		-43.7%
Hazelwood	1,265,115	1,024,899	1,144,446		11.7%
Deaf & Blind	141,103	118,319	121,080		2.3%
High Ranking High School Grad	1,364	1,364	-		-100.0%
Good Neighbor Program	104,266	67,527	30,998		-54.1%
Child of Disabled Vet	2,817	2,642	3,501		32.5%
Employee of State College & University	4,703	4,275	1,283		-70.0%
Non-resident Teach/Research Assistant	10,602	5,045	12,718		152.1%
Non-resident Competitive Scholarships	6,555	6,555	12,526		91.1%
Senior Citizens	445,900	361,211	496,961		37.6%
Misc Tuition/Fees Waivers	-	-	368		100.0%
Department of Corrections	-	-	779		100.0%
Concurrent Enrollment	222	-	-		0.0%
Foster Children-Resident	301,126	236,567	296,074		25.2%
TX Tomorrow Waiver	277	278	-		100.0%
Surviving Spouse/Children	-	-	1,146		100.0%
Peace Officer Exemption	16,211	10,461	17,573		68.0%
Adopted Student Waiver	357,878	295,701	322,900		9.2%
FAST Book & OD Fees	199,262	24,729	171,988		595.5%
<b>Total Other Exemptions</b>	<b>2,947,494</b>	<b>2,231,052</b>	<b>2,699,976</b>		<b>21.0%</b>
<b>Grand Total Exemptions &amp; Waivers</b>	<b>\$ 22,169,719</b>	<b>\$ 18,908,866</b>	<b>\$ 25,354,590</b>		<b>34.1%</b>

\*Amount net of exemptions & waivers.

# ACTION ITEM

Meeting Date: May 20, 2026

## Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
A.	Acreage Tractor Mowing and Related Services (Project No. RFP 26-15)	Dr. Margaret Ford Fisher Robert McCracken

### RECOMMENDATION

Authorize the Chancellor to execute a contract with Seril Inc. dba Houston Grotech, to provide acreage tractor mowing and related services, in accordance with RFP 26-15.

### COMPELLING REASON AND BACKGROUND

- The College solicited proposals from qualified firms to provide system-wide acreage tractor mowing and related services. Delivery will be in accordance with the terms, conditions and requirements set forth in the Request for Proposal. The successful proposer will provide the specified requirements in accordance with all applicable federal, state and local laws, standards and regulations necessary to perform the scope of services.
- The College requires a contractor to provide large parcel mowing and related maintenance services. The college has multiple locations with acreage that need to be mowed to meet regulatory requirements and keep the campuses in good aesthetics condition. This is a separate service from regular mowing in that it occurs on a different schedule, is accomplished with large equipment and is performed seasonally as needed.
- This contract will support the beautification and general upkeep of college campuses and land parcels. The work comprises general grounds keeping for annual brush hog/bush-hog mowing of several HCC campuses and/or properties.
- The recommended Contractor shall remove all trash and debris prior to mowing or tractor cutting and is responsible for properly disposing of any debris/trash. The mowing services are to be performed once per month on a scheduled basis.

### FISCAL IMPACT

Based on the current scope of services, the estimated annual cost of services under the resulting contract is projected to be eighty-eight thousand two hundred dollars (\$88,200) to provide acreage tractor mowing and related services. An additional thirteen thousand dollars (\$13,000) annually is requested for ancillary services outside of the scheduled scope of work on an as-needed basis.

The total projected annual cost is one hundred and one thousand, two hundred dollars (\$101,200). The total Contract Value is five hundred and six thousand dollars (\$506,000). The funding source shall be the Facilities Departmental Operating Budget.

## LEGAL REQUIREMENT

The recommendation to the Board of Trustees is being made to the highest-ranked firm(s) offering the best value in accordance with Chapter 44.031(a) of the Texas Education Code and pursuant to the published RFP 26-15.

## STRATEGIC ALIGNMENT

5. *College of Choice*

### ATTACHMENTS:

Description	Upload Date	Type
Summary of Procurement - RFP 26-15	5/13/2026	Attachment
Summary of Composite Scores - RFP 26-15	5/13/2026	Attachment

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

**SUMMARY OF PROCUREMENT  
BOARD ACTION ITEM**

**PROJECT TITLE:** RFP 26-15 Acreage Tractor Mowing and Related Services

**PROCUREMENT METHOD:** Request for Proposal (Overall Best Value)

**PROJECT DEPARTMENT:** Facilities Department

**NAME OF BUYER:** Nikole Cruz, Buyer of Record

**PURPOSE:** The College solicited proposals from qualified firms to provide system-wide Acreage Tractor Mowing and Related Services. Delivery will be in accordance with the terms, conditions and requirements set forth in the Request for Proposal. The successful proposer will provide the specified requirements in accordance with all applicable federal, state and local laws, standards and regulations necessary to perform the scope of services.

The College requires a contractor to provide large parcel mowing and related maintenance services. The college has multiple locations with acreage that needs to be mowed to meet regulatory requirements and keep the campuses in good aesthetics condition. This is a separate service from regular mowing in that it occurs on a different schedule, is accomplished with large equipment and is performed seasonally as needed. This contract will support the beautification and general upkeep of college campuses and land parcels.

Recommended Awarded Contractor's Responsibilities:

The work comprises general grounds keeping for annual brush hog/bush-hog mowing of several HCC campuses and/or properties. The recommended Contractor shall remove all trash and debris prior to mowing or tractor cutting and is responsible for properly disposing of any debris/trash. The mowing services are to be performed once per month on a scheduled basis.

The recommended contractor has over forty-three (43) years of acreage tractor mowing and related services experience.

**RECOMMENDED VENDOR:** Seril Inc. dba Houston Grotech

**PRIOR VENDOR:** Jinks & Alexander, LLC dba Texan Tractor Mowing Service

**PROPOSED SUBCONTRACTORS:** One Great Lawn, LLC

**LEGAL**

**REQUIREMENTS:**

This recommendation to the Board of Trustees is being made to the highest-ranked proposal offering the best value in accordance with Chapter 44.031 (a) of the Texas Education Code.

Pursuant to the published RFP 26-15 document and in accordance with Chapter 44.031 (a) of the Texas Education Code, the proposal offering the best value is being recommended for award.

**LOCATION**

**INFORMATION:**

In performing the work under RFP 26-15, the recommended firm will be working from its Houston, TX office.

**PROJECTED VALUE:**

The estimated annual cost of services under the resulting contract is projected to be eighty-eight thousand and two hundred dollars **(\$88,200)** to provide acreage tractor mowing and related services. An additional thirteen thousand dollars **(\$13,000)** annually is requested for ancillary services outside of the scheduled scope of work on an as-needed basis. The total projected annual cost is one hundred one thousand, two hundred dollars with no cents **(\$101,200)**.

Total Contract Value of five hundred and six thousand dollars **(\$506,000)**. The funding source shall be the Facilities Departmental Operating Budget.

**PRIOR YEAR'S SPEND:**

Ninety-five thousand dollars **(\$95,000)**.

**CONTRACT TERM:**

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

**PROCUREMENT  
ADVERTISEMENT  
& NOTICE:**

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

- HCC Procurement Operations Website on February 5, 2026
- Texas State Procurement Website on February 5, 2026
- The Daily Court Review on February 10, 2026, and February 17, 2026
- Notice to HCC Board of Trustees on February 9, 2026

**SOLICITATION**

**INFORMATION:**

RFP 26-15 was issued on February 5, 2026, and the solicitation document was distributed electronically in addition to being published in the local newspaper. Notice of advertisement was provided, and the solicitation was duly posted on the Electronic State Business Daily (ESBD) website. A pre-proposal meeting was held on February 18, 2026, and a question-and-answer period was allowed through February 25, 2026. Eleven (11) proposals were received by the solicitation due date of March 11, 2026, at 2:00 p.m. Eleven (11) proposals were evaluated in accordance with RFP 26-15.

**COMPETITIVE:**

Yes

**PROPOSAL  
EVALUATION:**

Responses were evaluated by the Evaluation Committee, which consisted of HCC representatives with relevant subject matter understanding who evaluated and scored proposals in accordance with the published evaluation criteria noted below.

<b>Evaluation Criteria</b>	<b>Available Points</b>
Firm’s qualifications and experience and, demonstrated qualifications of personnel and team	5
Proposed approach and methodology	15
Past performance & references	15
Price Proposal	50
Small business practices	15
	<hr/> <b>Total 100</b>

**EVALUATION  
COMMITTEE  
QUALIFICATIONS:**

Evaluator 1 – Represents the Facilities Department; is business owner who will manage the work effort following contract award and has in-depth understanding of the commodity and service requirements.

Evaluator 2 – Represents the Facilities Department; and has in-depth understanding of the commodity and service requirements.

Evaluator 3 – Represents the SE College, Eastside Campus Management Department and has in-depth understanding of the commodity and service requirements.

Evaluator 4 – Represents the NW College, Katy Campus Management Department and has in-depth understanding of the commodity and service requirements.

**PRIOR HCC  
EXPERIENCE:**

No

**REFERENCES:**

Evaluated and found to be favorable.

**LOCAL GOVERNMENT &  
CORPORATE EXPERIENCE:**

The recommended firm has acreage tractor mowing and related services experience with the following institutions:

- City of League City Manicured Mowing Services, Public Works
- Lawn Care Services for Buyout Lots for Harris County Flood Control District
- Grounds Maintenance at Various Locations of Harris Health System
- Lawn Care and Landscape Maintenance at Various Locations for Harris County Facilities
- City of Deer Park Grounds Maintenance at City Facilities

**SMALL BUSINESS**

**GOAL:**

In accordance with the Houston City College - Small Business Development Program, for this solicitation, HCC advertised a 25% – Small Business Participation Goal.

The recommended firm is NOT certified SBE and will be self-performing seventy-five percent (75%) of all work. The recommended firm will also be subcontracting twenty-five percent (25%) of the work to a certified subcontractor, One Great Lawn, LLC, Certified MBE, City of Houston & METRO.

***INTENTIONALLY LEFT BLANK.***

## RFP 26-15 Acreage Tractor Mowing and Related Services

Summary Composite Score Sheet

Firm	Evaluation Criteria					Total
	Firm's Qualification and Experience & Demonstrated Qualifications of Personnel and Team	Proposed Approach and Methodology	Past Performance & References	Price Proposal	Small Business Practices	
<i>Available Points</i>	<b>5</b>	<b>15</b>	<b>15</b>	<b>50</b>	<b>15</b>	<b>100</b>
Seril Inc. dba Houston Grotech	4.00	12.75	12.75	45.93	10.00	85.43
Smartscaping	4.38	12.75	11.25	42.64	10.00	81.02
Earthworks Landscape and Maintenance LLC	4.38	11.63	12.38	42.01	0.00	70.40
Rotolo Consultants, Inc.	4.50	13.88	13.88	32.97	0.00	65.23
Ambassador Services LLC	3.63	7.87	9.38	33.64	10.00	64.52
TUF Industrial	2.63	7.13	9.75	34.10	10.00	63.61
Texan Tractor Mowing Services	1.00	3.75	3.00	50.00	0.00	57.75
360 Landscaping LLC	0.25	0.75	0.75	44.43	10.00	56.18
KSNL Consulting LLC	4.38	12.75	9.75	17.75	0.00	44.63
Wolf Creek Landscape Services	0.00	0.00	0.00	38.20	0.00	38.20
ABM Education Services, LLC	4.50	12.38	13.50	5.79	0.00	36.17

# ACTION ITEM

Meeting Date: May 20, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
<b>B.</b>	<b>Ratify Approval Letter of Support Regarding Call for Presentations for 2026 ACCT Annual Conference</b>	<b>Dr. Margaret Ford Fisher Dr. Pretta VanDible Stallworth</b>

## RECOMMENDATION

Ratify approval of a letter of support to submit a proposal to present at the 2026 Association for Community College Trustees (ACCT) Annual Leadership Congress scheduled for October 21-24, 2026, in Chicago, IL.

## COMPELLING REASON AND BACKGROUND

- Association for Community College Trustees (ACCT) opened the Call for Presentations to community college board members, CEOs and other ACCT members to submit presentation proposals for the ACCT 2026 Annual Leadership Congress.
- The deadline for submission of presentation proposals was Friday, May 15, 2026.
- The submission requires a letter of support from the presenter's institution.

## FISCAL IMPACT

Expenses associated with attending the ACCT conference are integrated in the operating budget.

## LEGAL REQUIREMENT

N/A

## STRATEGIC ALIGNMENT

4. *Community Investment*

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

# ACTION ITEM

Meeting Date: May 20, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
C.	Ratify Approval of Resolution in Memoriam of Mr. Isidro Tamez	Board of Trustees

## RECOMMENDATION

Approve resolution in memoriam of Mr. Isidro Tamez.

## COMPELLING REASON AND BACKGROUND

Mr. Isidro Tamez passed on Monday, December 11, 2023. The Celebration of Life service for Mr. Isidro Tamez was held on Saturday, February 21, 2026.

Dr. Adriana Tamez, the daughter of Mr. Tamez, has faithfully served on the Houston City College Board of Trustees since being elected in November 2013 representing District III.

Mr. Tamez demonstrated extraordinary strength and character with perseverance and good humor, and in the face of physical adversity, he embraced each day with gratitude, faith, and an indomitable spirit.

The Board of Trustees presented a resolution to Dr. Adriana Tamez and family in memoriam to acknowledge the life and legacy of Mr. Isidro Tamez.

## STRATEGIC ALIGNMENT

4. *Community Investment*

### ATTACHMENTS:

Description	Upload Date	Type
Resolution - Mr. Isidro Tamez	5/12/2026	Attachment

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

HOUSTON CITY COLLEGE  
BOARD OF TRUSTEES

*Resolution*

HONORING THE LIFE AND LEGACY OF  
MR. ISIDRO TAMEZ SR.

- Whereas,* Mr. Isidro Tamez Sr. was born in 1930 in Allende, Nuevo León, Mexico, and immigrated to the United States in 1955 in search of opportunity and a better life, embodying the courage and determination that define the American dream; and
- Whereas,* Through hard work, faith and perseverance, he built a life rooted in love, gratitude and devotion to the country he proudly called home; and
- Whereas,* He was united in holy matrimony for 66 years to the love of his life, Elva Herrera Tamez, their marriage marked by steadfast devotion, shared laughter and unwavering support, and together, they raised five children: Isidro Tamez Jr., Luis Manuel Tamez, Adriana Tamez Brock, Oscar Tamez, and Nancy Tamez Colorado instilling in each the enduring values of education, integrity, faith, and service.
- Whereas,* His daughter, Dr. Adriana Tamez Brock, has faithfully served on the Houston City College Board of Trustees since being elected in November 2013 representing District III; and
- Whereas,* Mr. Tamez dedicated 30 years of service to Houston Belt and Terminal before retiring in 1993, exemplifying diligence and commitment in his work; and after retirement, he embraced life with joy, traveling throughout the United States and Mexico, participating in senior social clubs including Ripley House, Hester House, and Los Abuelitos; and,
- Whereas,* He was a devout Catholic whose life reflected deep faith, humility and appreciation for the many blessings bestowed upon him; and
- Whereas,* He demonstrated extraordinary strength and character, overcoming significant injuries with perseverance and good humor, and in the face of physical adversity, he embraced each day with gratitude, faith, and an indomitable spirit; and
- Whereas,* His warm wit, his fondness for sharing jokes, and his remarkable gift for lifting the spirits of all who knew him will be remembered and cherished; and

*Now, therefore, be it resolved that we, the Houston City College Board of Trustees, honor and celebrate the life of Mr. Isidro Tamez Sr., as a testament to faith, perseverance, family, devotion, and enduring joy, and may his legacy of love, laughter, resilience, and unwavering faith continue to inspire all who knew him on this 20th day of February 2026.*

IN WITNESS WHEREOF, I have hereunto set my hand and have caused the seal of Houston City College to be affixed.

*Eva Loreda*

Eva L. Loreda  
Chair, HCC Board of Trustees



*Cynthia Lenton-Gary*

Cynthia Lenton-Gary, Ph.D.  
Secretary, HCC Board of Trustees

# REPORT ITEM

Meeting Date: May 20, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
D.	HCC Foundation Quarterly Report	Dr. Margaret Ford Fisher Karen L. Schmidt

## DISCUSSION

Provide quarterly report regarding the HCC Foundation.

## COMPELLING REASON AND BACKGROUND

HCC Foundation provides student scholarships and enhances students' educational experience.

## STRATEGIC ALIGNMENT

*1. Student Success, 4. Community Investment*

### ATTACHMENTS:

Description	Upload Date	Type
HCC Foundation Quarterly Report - May 2026	4/14/2026	Presentation

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

# HCC FOUNDATION QUARTERLY REPORT

INVEST IN  
HOUSTON'S  
FUTURE

**Karen L. Schmidt**  
President, HCC Foundation

FY2025 Report thru  
December 31, 2025



ANNUAL HCC FOUNDATION

# *Scholarship Luncheon*



## HIGHLIGHTS

[hccsfoundation.org/ScholarshipLuncheonHighlights](https://hccsfoundation.org/ScholarshipLuncheonHighlights)



# HCC FOUNDATION



## MISSION

---

HCC Foundation empowers HCC student success through philanthropic support, aligned with key HCC institutional initiatives.

## VISION

---

The HCC Foundation will serve as a philanthropic force supporting high quality educational experiences for HCC students of all backgrounds to help them improve the trajectory of their lives.

**HCC FOUNDATION BOARD OF DIRECTORS (as of 12/31/2025)**

**David D. Itz**  
**Board Chair**  
*Community Volunteer*

**Tracy Janda**  
**Board Chair-Elect**  
*Community Volunteer*

**Melissa Vela**  
**Vice Chair of Board Relations**  
*JPMorganChase*

**Ed Fierro**  
**Vice Chair of Governance**  
*Bracewell*

**Jennifer Waldner Grant**  
**Vice Chair of Philanthropic Strategy**  
*AIG*

**Juanita S. Parker**  
**Secretary**  
*Williams*

**Cecelia Allen**  
**Treasurer**  
*Kinder Morgan, Inc.*

Claudia Arias  
*PNC Bank*

Hue Du  
*HD LEO*

Stacy Lindley  
*HCA Healthcare*

Leslie Nagy  
*Waste Management*

Dr. Antrece L. Baggétt  
*HCC, Faculty Liaison*

Javeed Gire  
*Richmond Printing*

Lona McManus  
*Morgan Stanley – The Journey Groups*

Al M. Payton  
*CenterPoint Energy*

Dr. Nichole Boutté-Heiniluoma  
*HCC, Faculty Liaison*

Sophie Hacı  
*HCC, Faculty Liaison*

Arturo G. Michel  
*City of Houston*

Nicole Riley, CPA, CFE  
*Withum*

Dr. Brenda Rios Brombacher  
*Office of Harris County Judge Lina Hidalgo*

Jessica Herbst  
*Deloitte & Touche LLP*

Sara Montelongo-Oyervidez  
*Valero Energy*

Lina Sabouni  
*AUTOARCH Architects*

Vanessa Carter  
*Angels On Call Home Care*

Dr. Mary Lawson  
*HCC, Faculty Liaison*

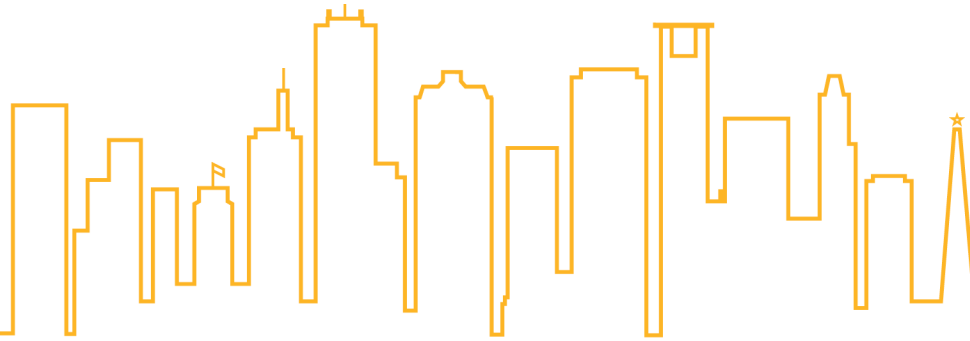
Darrell S. Morris  
*The Morris Capital Group, LLC*

Dr. Cynthia Lenton-Gary, Trustee District VII  
*(Ex-Officio)*

Monica Flores Richart, Trustee District I  
*(Ex-Officio)*

Dr. Margaret Ford Fisher  
*Chancellor, HCC*

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



**FY2026**  
**Financial Highlights**  
**YTD 12/31/2025 Unaudited**

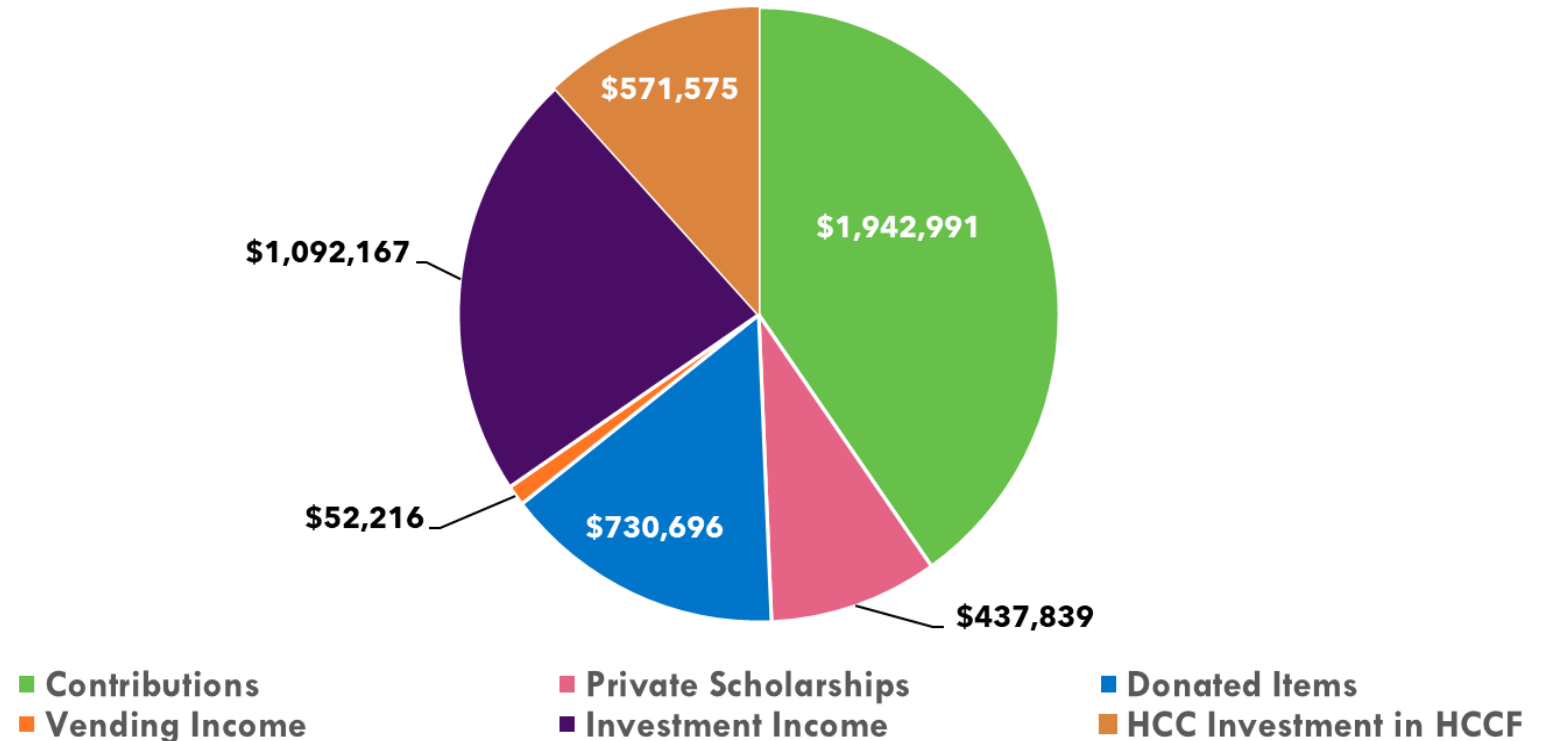
<b>Total Revenues:</b>	<b>\$4,827,485</b>
<b>Total Contributions:</b>	<b>\$3,111,527</b>
<b>Funds Provided to HCC:</b>	<b>\$2,500,287</b>
<b>HCC Investment in HCCF:</b>	<b>\$571,575</b>
<b>Total Net Assets:</b>	<b>\$26,546,430</b>
<b>ROI:</b>	<b>\$4.37 to \$1.00 or 337%</b>

HCC  
FOUNDATION

# FY2026 Funds Raised YTD 12/31/2025 Unaudited

HCCF Raised  
**\$3,111,527**  
for HCC Student  
Success.

HCC Foundation Total Revenue  
**\$ 4,827,485**  
FY 2026 YTD THRU 12/31/2025

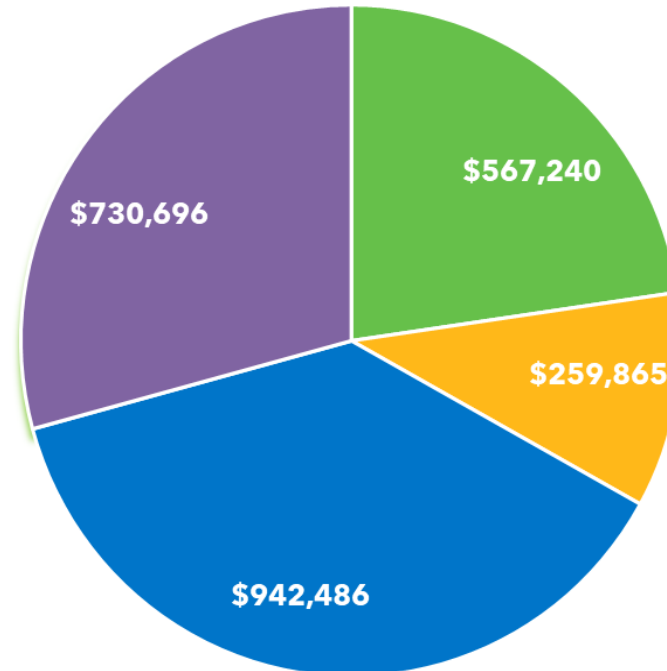


HCC  
FOUNDATION

# FY2026 Funds Provided to HCC YTD 12/31/2025 Unaudited

HCCF Provided  
**\$2,500,287**  
to HCC for HCC  
Student Success.

HCCF Provided to HCC  
**\$ 2,500,287**  
FY 2026 YTD Thru 12/31/25



■ Scholarships ■ Private Scholarships ■ Grants ■ Donated Items

The logo for HCC FOUNDATION is enclosed in a thin orange rectangular border. To the right of the logo is a stylized orange skyline graphic consisting of various rectangular shapes of different heights and widths, resembling a cityscape. A thin orange horizontal line extends from the right side of the skyline graphic across the top of the page.

HCC  
FOUNDATION

**FY25 GOLDEN EAGLE SOCIETY**  
**SUMMA CUM LAUDE EAGLES**  
**\$100,000 and above**

**Adaptive Computing Enterprises, Inc.**

**Apple, Inc.**

**Bank of America**

**Brochsteins, Inc.**

**Houston Endowment Inc.**

**The Marvy Finger Family Foundation**

**Trehan Charitable Foundation**



HCC  
FOUNDATION

**FY25 GOLDEN EAGLE SOCIETY**  
**MAGNA CUM LAUDE EAGLES**  
**\$50,000 - \$99,999**

Capital One

Moody Foundation

National Association for Community College Entrepreneurship  
(Various Donors)

Valero Energy Corporation



HCC  
FOUNDATION

**FY25 GOLDEN EAGLE SOCIETY**  
**DEAN'S LIST EAGLE**  
**\$25,000 - \$49,999**

Cemvita Factory, Inc.

Estate of Frances Marzio

Houston Livestock Show & Rodeo

Lift High Foundation

Morgan Stanley

PNC Foundation

Qualcomm, Inc.

Scholarship America

Shraman Foundation

The Meineke Foundation

Anonymous



HCC  
FOUNDATION

**FY25 GOLDEN EAGLE SOCIETY**  
**HEAD OF THE CLASS EAGLES**  
**\$10,000 - \$24,999**

Amaanah Refugee Services

College Success Foundation

Cyclyx

Experian

Greater Houston Community Foundation

Houck Family Foundation

Houston Gateway Academy

Houston Texans Foundation

Invitation Homes

McGraw-Hill Education, L.L.C.

Norma Perez

Port Houston

Social Justice Learning Institute

Union Pacific Foundation



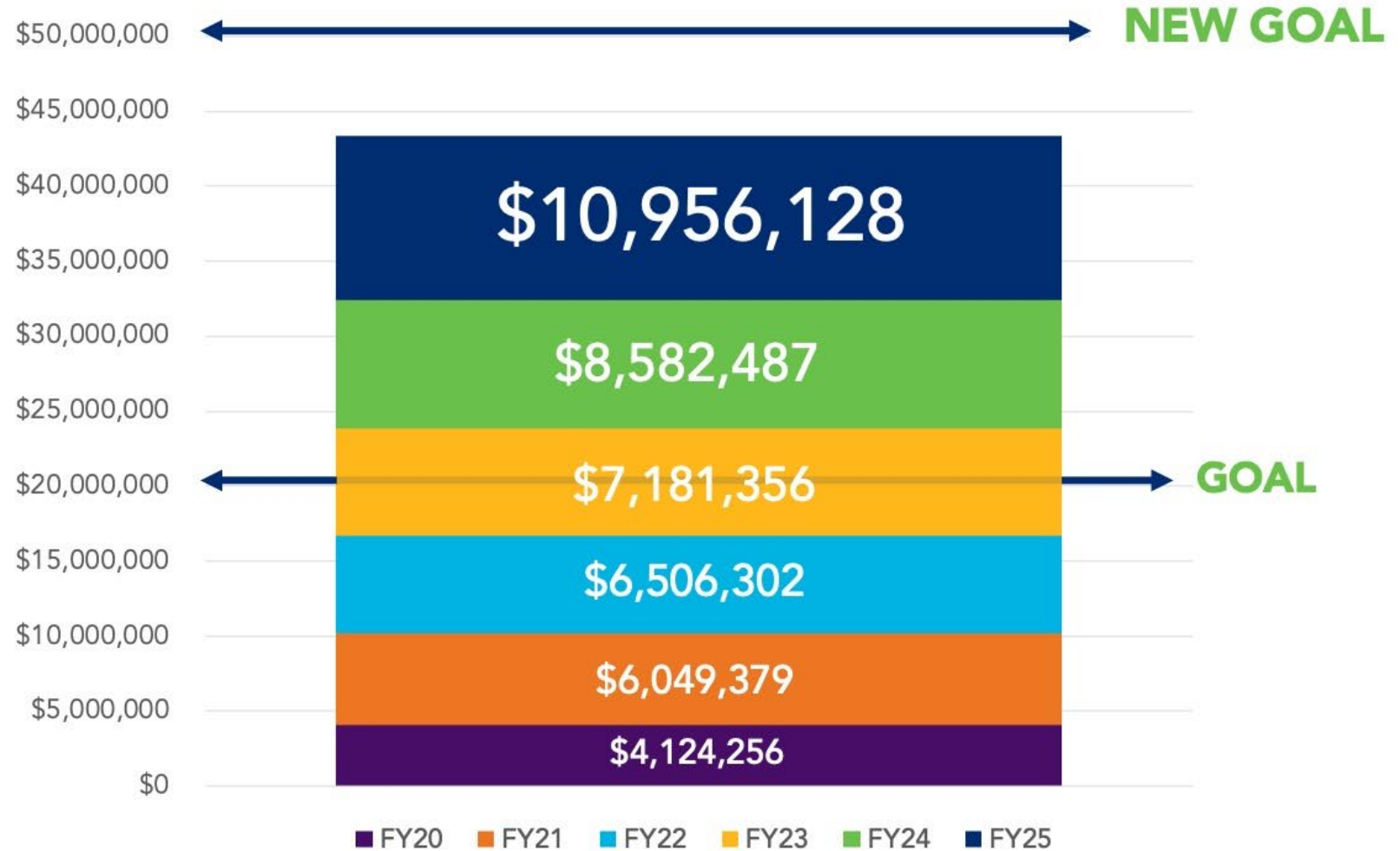
*Follow us on social media!*  
**Houston City College Foundation**

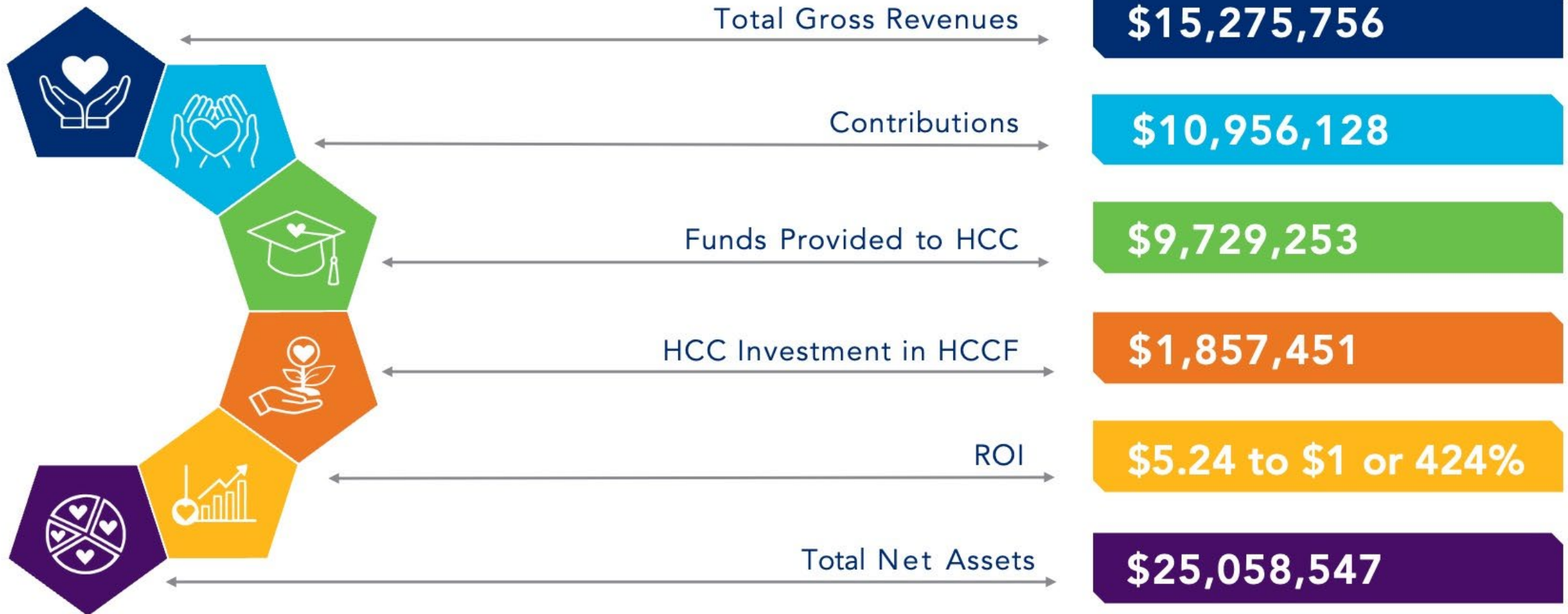
HCC  
FOUNDATION



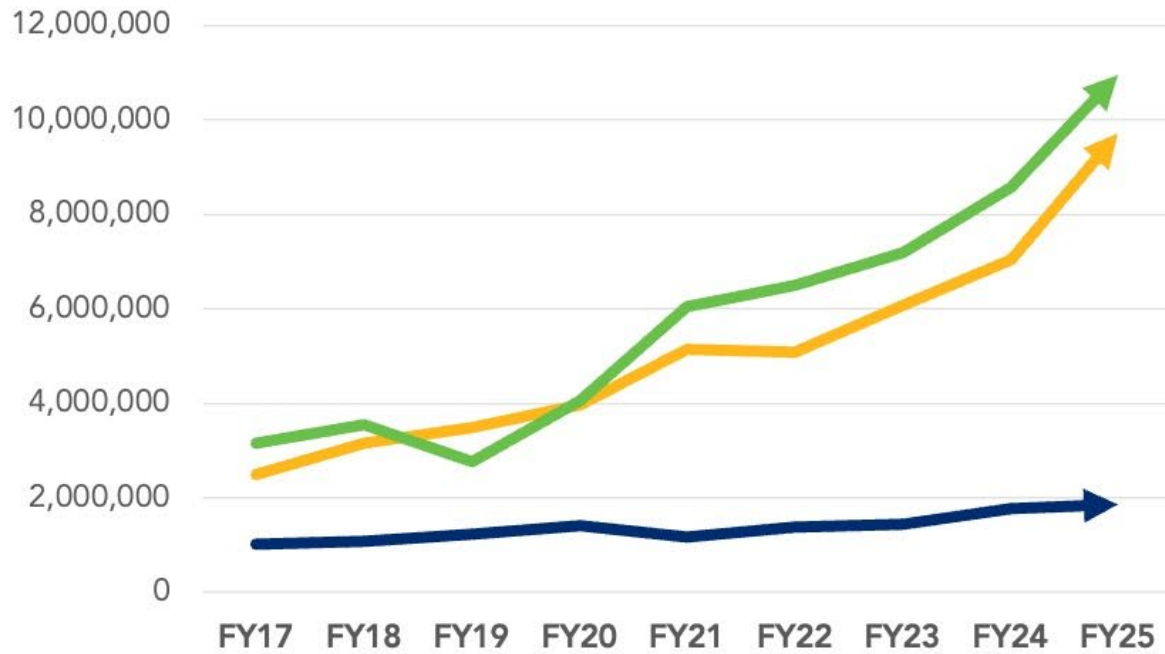
# HCC's Invest in Houston's Future Campaign \$50 Million Goal FY20 to FY28

## \$43,399,908 thru FY25



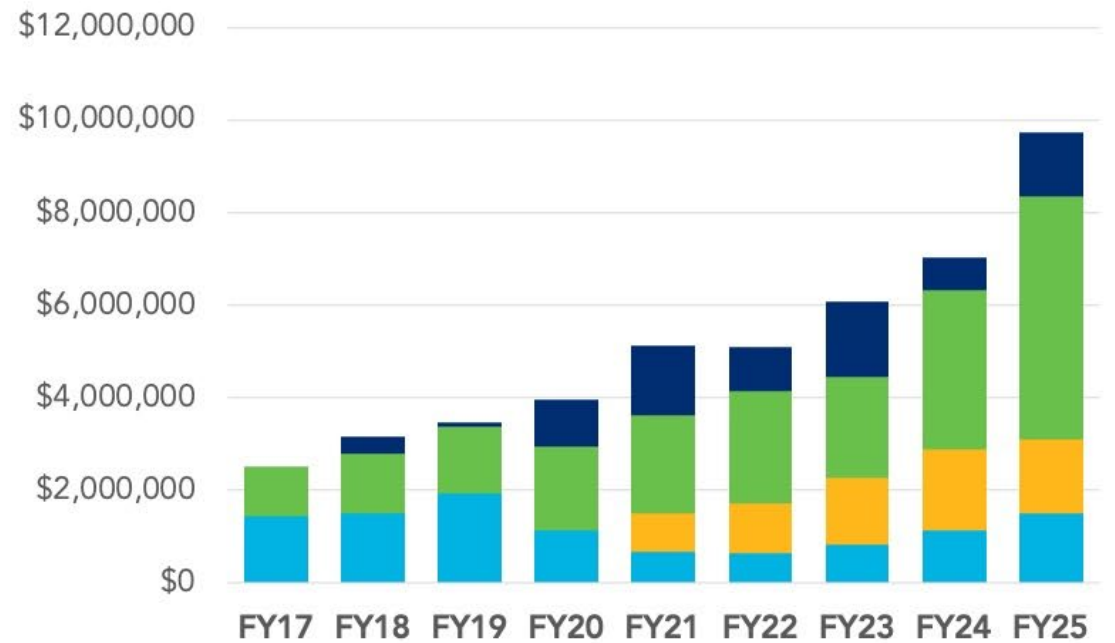


**HCC Foundation Growth**



➔ HCCF Provides to HCC      ➔ Contributions  
➔ HCC Investment in HCCF

**Funds Provided to HCC**



■ Foundation Scholarships      ■ Privatized Scholarships  
■ Programs      ■ Donated Items

## HCCF Funds Provided to HCC

As of 8/31/2025:

**\$9,729,253**



## HCC Investment in HCCF

As of 8/31/2025:

**\$1,857,451**

HCC Assigns HCC Employees to HCC Foundation



**HCCF Provided \$5.25 for every \$1  
HCC invested in HCCF or 424% ROI**

as of August 31, 2025



**HOUSTON**  
CITY COLLEGE



**HOUSTON**  
CITY COLLEGE

**FOUNDATION**



HCC Foundation Provides "Cash Back" to HCC for  
Scholarships and Program Grants plus donated physical items



HCC  
FOUNDATION



# Accounting Example of HCC and HCC Foundation Interdependence ONLY

as of August 31, 2025 (Audited)

HCC BOOKS	
REVENUE	
Scholarships	\$1,505,941
Private Scholarships Programs	\$1,602,168
Donated Items	\$5,242,411
	\$1,378,733
Total Received From HCC Foundation	<b>\$9,729,253</b>
EXPENSES	
HCCF Payroll and Expenses	\$1,857,451
Total HCC In Kind Support to HCCF	<b>\$1,857,451</b>

HCC FOUNDATION BOOKS	
REVENUE	
HCC In Kind Support	\$1,857,451
Total In Kind Support Received from HCC	<b>\$1,857,451</b>
EXPENSES	
Scholarships	\$1,505,941
Private Scholarships Programs	\$1,602,168
Donated Items	\$5,242,411
	\$1,378,733
Total Provided To HCC	<b>\$9,729,253</b>

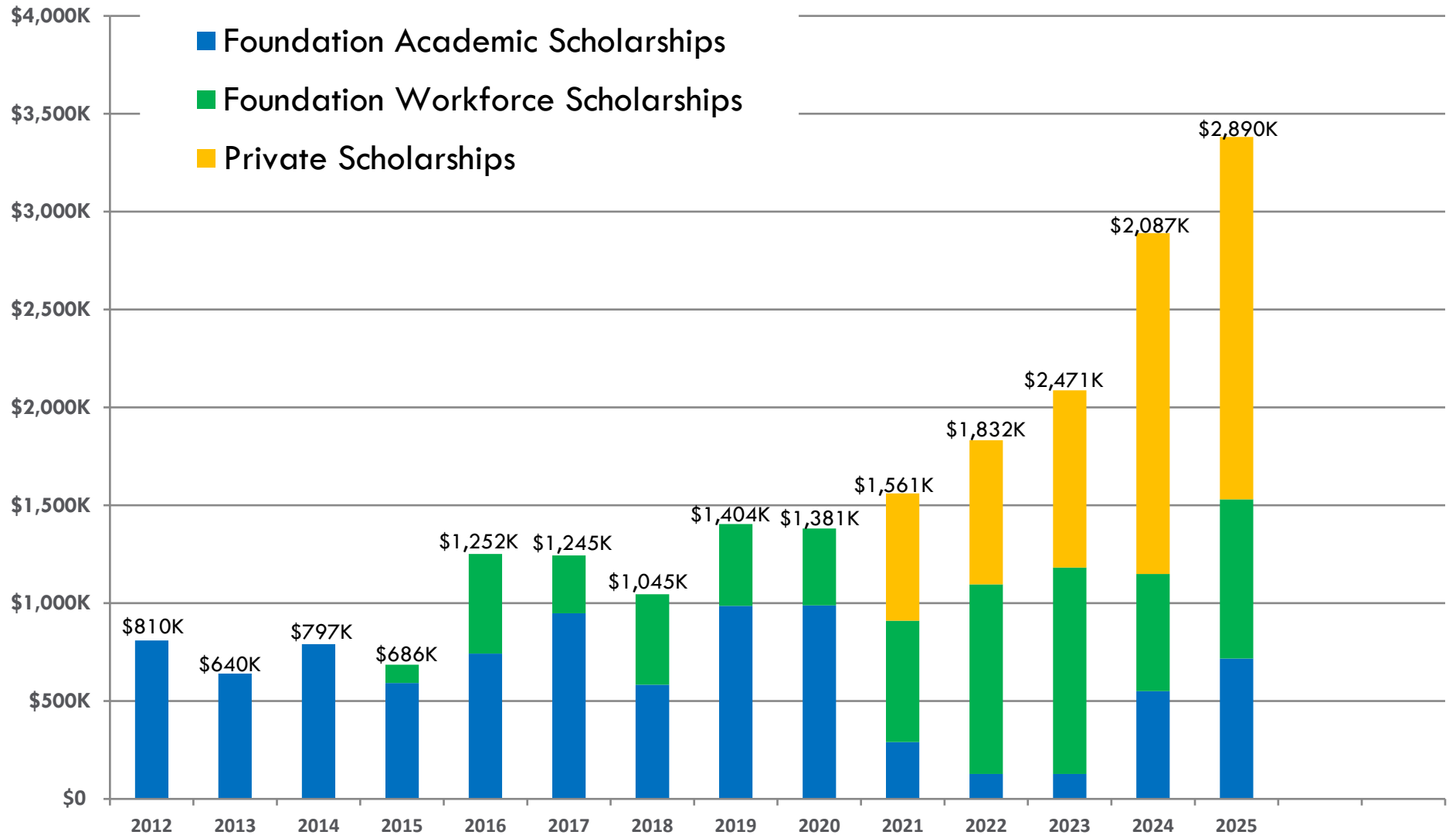
	Actual	HCCF Goal
HCCF Return on HCC's Investment	424%	150%
	<b>\$5.24 to \$1</b>	\$2.5 to \$1

Source: FY25 HCC Foundation Audited Financial Statements

# HCC FOUNDATION



## Scholarships Awarded: 2012 to 2025 through 8/31/2025



# REPORT ITEM

Meeting Date: May 20, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
E.	Capital Improvement Projects Report	Dr. Margaret Ford Fisher Robert McCracken James Walker III

## DISCUSSION

Provide an update on Capital Improvement Projects.

## COMPELLING REASON AND BACKGROUND

Provide a status update on large capital projects.

## FISCAL IMPACT

Projects are budgeted and financed from the 2013 bond issuance and other funding sources.

## STRATEGIC ALIGNMENT

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

## ATTACHMENTS:

Description	Upload Date	Type
CIP Report	5/13/2026	Presentation

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



# Facilities Projects Report

---

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, Vice Chancellor Administration and Operations

James Walker III, Chief Facilities Officer (Interim)

May 20, 2026

# Overview

- Facilities projects include the Capital Improvement Program (CIP) and Deferred Maintenance Program:
  - The CIP includes projects from the 2013 Bond, projects funded by budget balance and individual campus funded projects.
  - The Deferred Maintenance Program, includes projects based on current deficiency and life cycle items as identified in the 2019 Jacobs Facility Condition Assessment.
- This report addresses projects that are bond funded, multi-year and / or have a project cost over \$500k.
- This report also provides a brief overview of the Deferred Maintenance Program.

# Report Project Overview

- Capital Projects Update:
  - Coleman: Healthcare Innovation Center 5<sup>th</sup> Floor Build-out
  - Systemwide: Safety and Security: Access Control
  - Northeast: North Forest Collaboratorium
  - Systemwide: Signage and Wayfinding
  - Financials Report
- Deferred Maintenance Update:
  - Financials Report
  - Financials Summary by College
  - Deferred Maintenance Program Update



# Capital Improvement Projects

# Coleman: Healthcare Innovation Center 5<sup>th</sup> Floor Build-Out

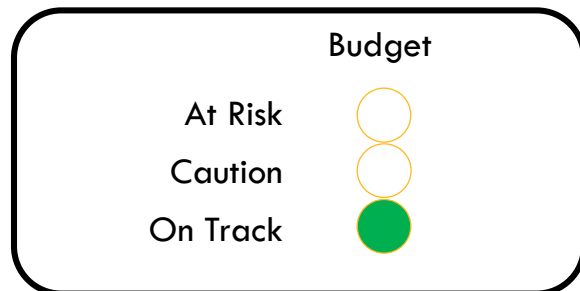
**Description:** Build-out 5<sup>th</sup> floor to create a Healthcare Innovation Center that fosters a collaborative and innovative environment to offer stackable credentials in biotechnology, AI in healthcare and digital health innovation. Build-out will include virtual reality studio, digital fabrication, wet and dry labs along with classroom and collaborative spaces.

**Status:**

- ▶ Board Approval of project on Feb 18, 2026
- ▶ Kick-off meeting February 23, 2026.
- ▶ Design kick-off meeting March 6, 2026. Weekly design meetings ongoing.
- ▶ Design Development phase completed. Construction Document phase in progress.

**Budget**

▶ \$ 8,900,000

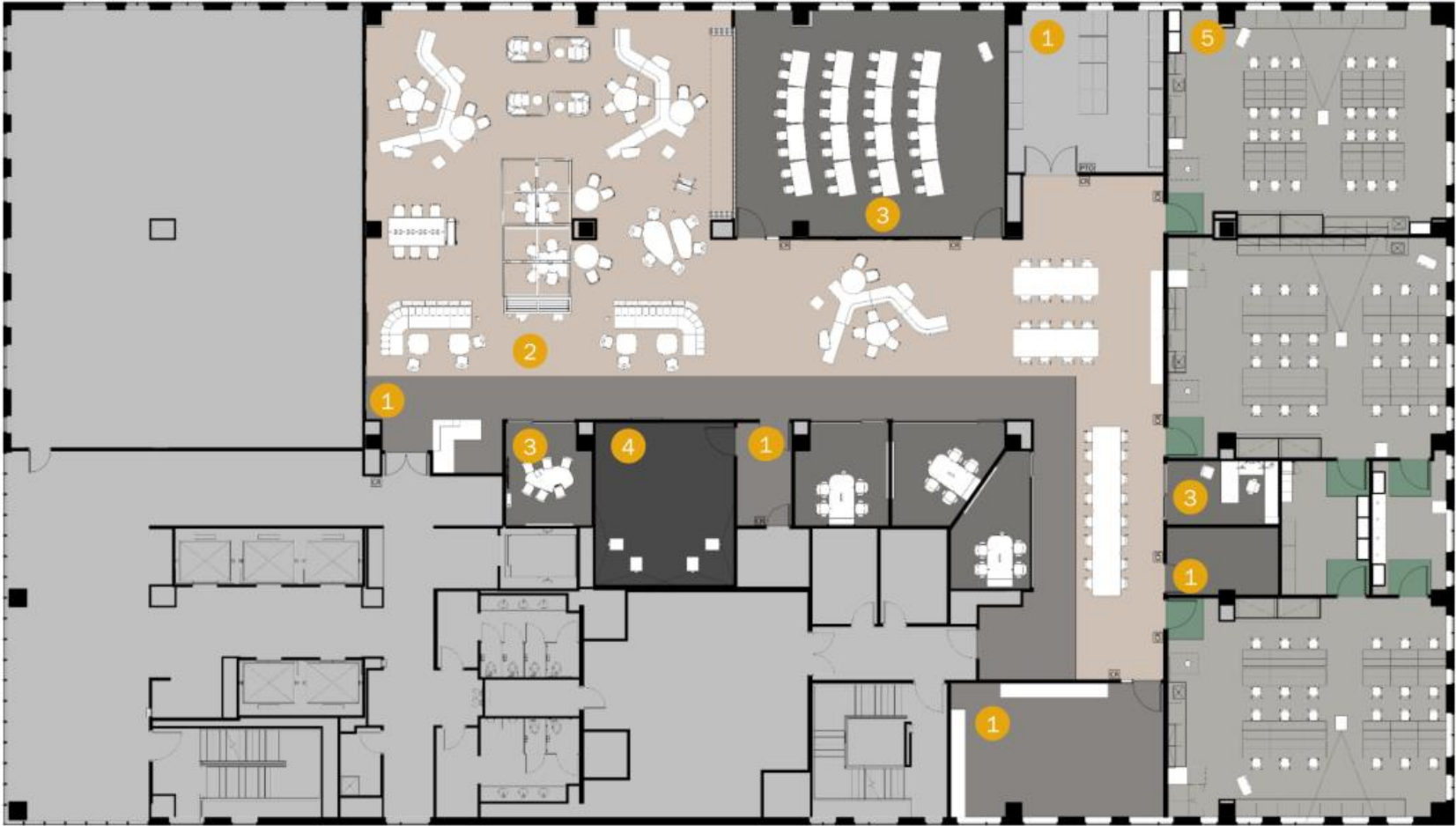


**Schedule and Timeline**

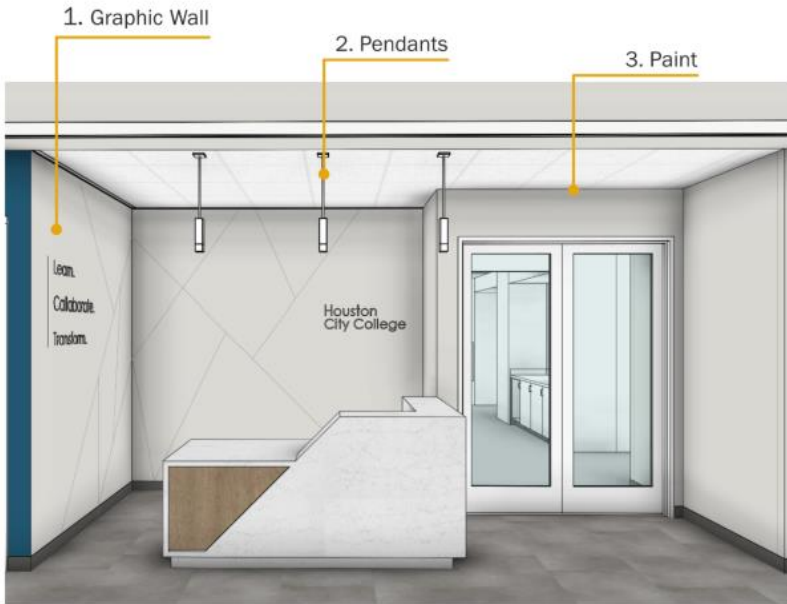
Phase	Status	
Project Initiation	√	February 2026
Design		May 2026
Procurement		August 2026
Construction		September 2026 start; Phase 1 January 2027
Closeout		

# Coleman Healthcare Innovation Center 5<sup>th</sup> Floor Build-Out Project

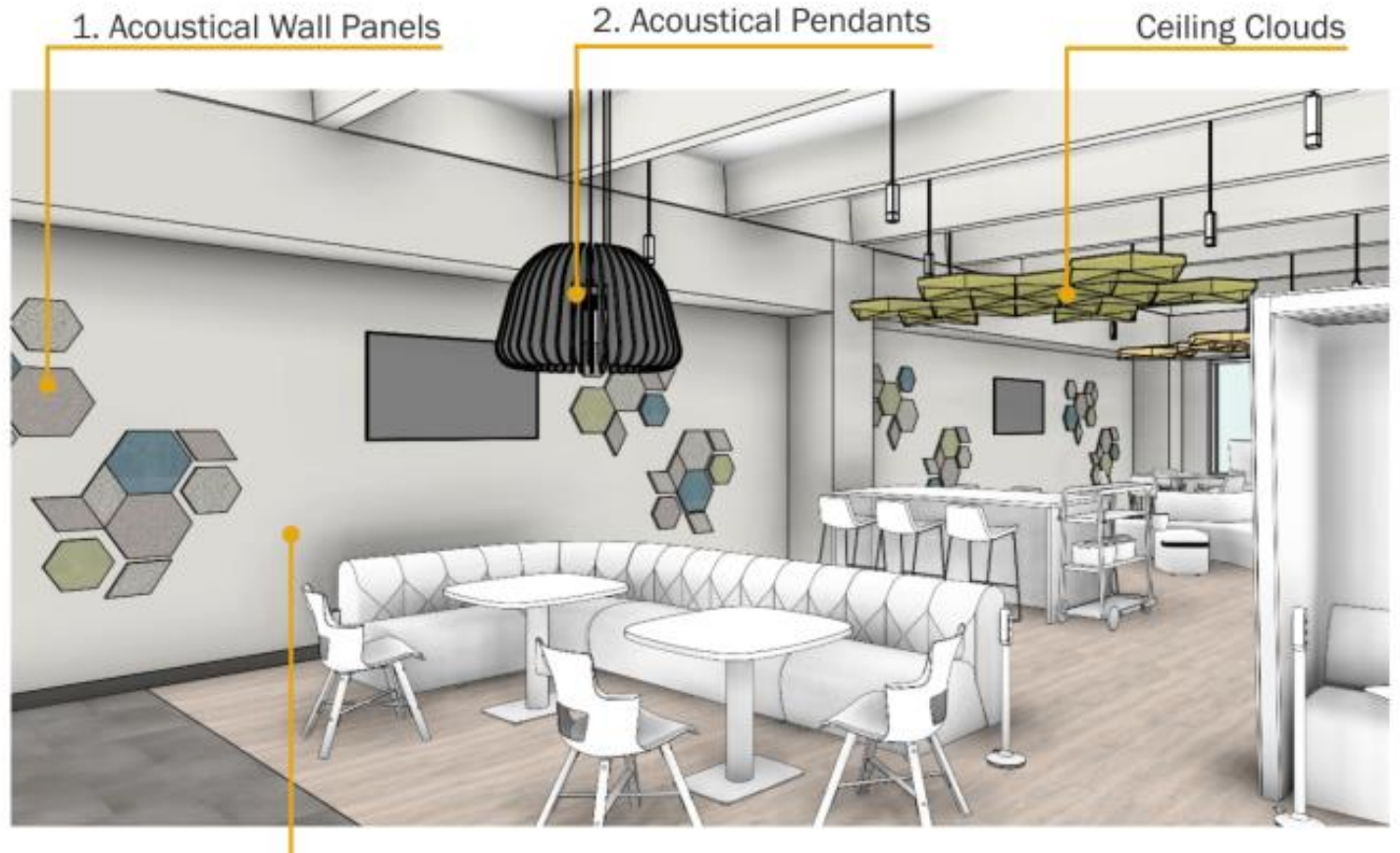
## Colored Floor Plan



# Coleman Healthcare Innovation Center 5<sup>th</sup> Floor Build-Out Project



Reception



Collaboration Area



Classroom

# Coleman Healthcare Innovation Center 5<sup>th</sup> Floor Build-Out Project

## Innovation Area



Design to continue from the Collaboration Space.

## Incubator and Team Space



### 1. Ceiling



Baffles Color Selection

### 2. Paint



# Coleman Healthcare Innovation Center 5<sup>th</sup> Floor Build-Out Project

1. Graphic Wall

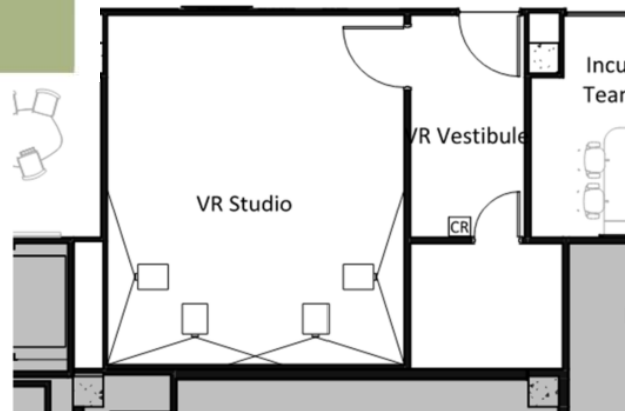
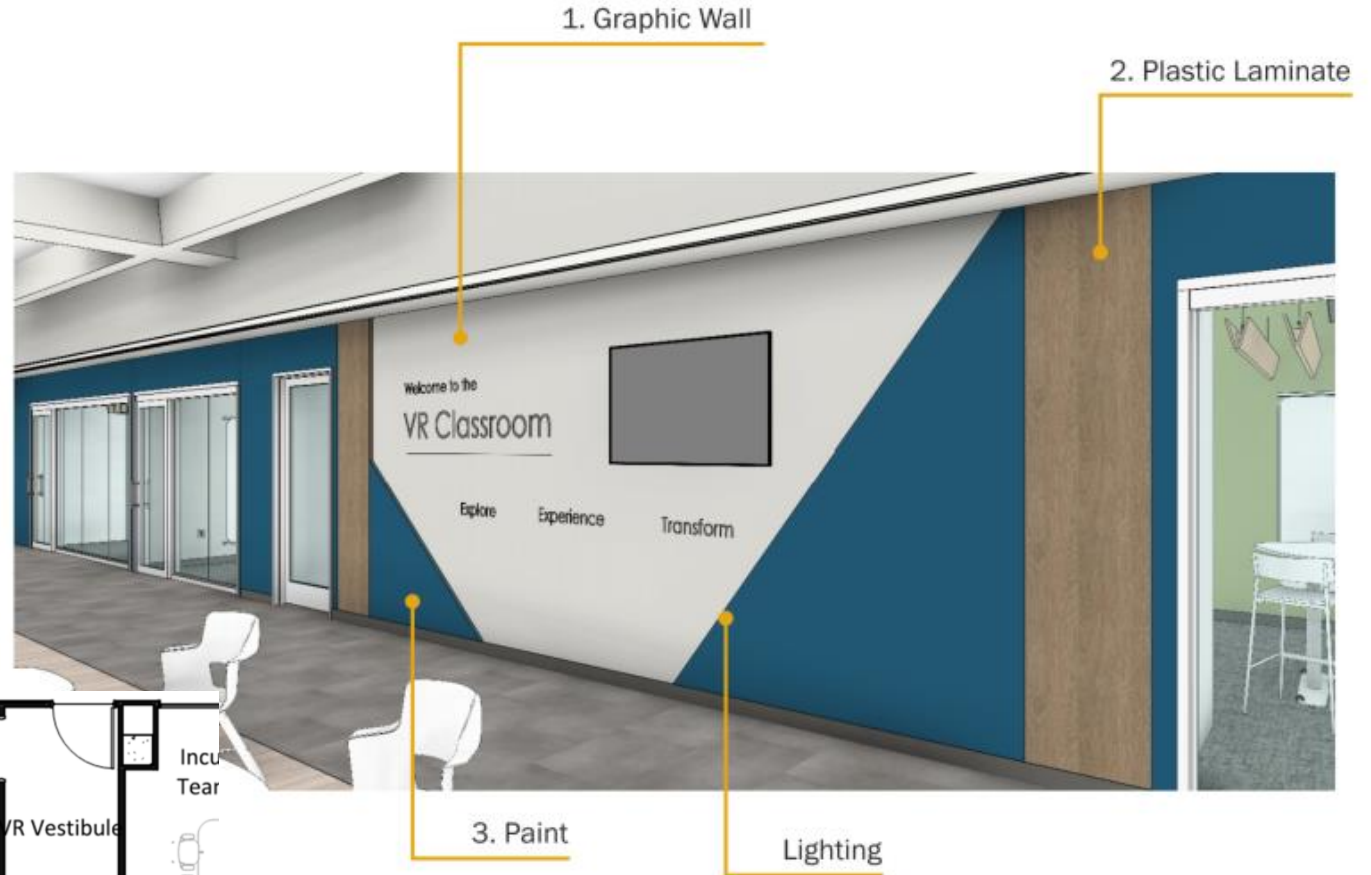


## VR Studio

2. Plastic Laminate

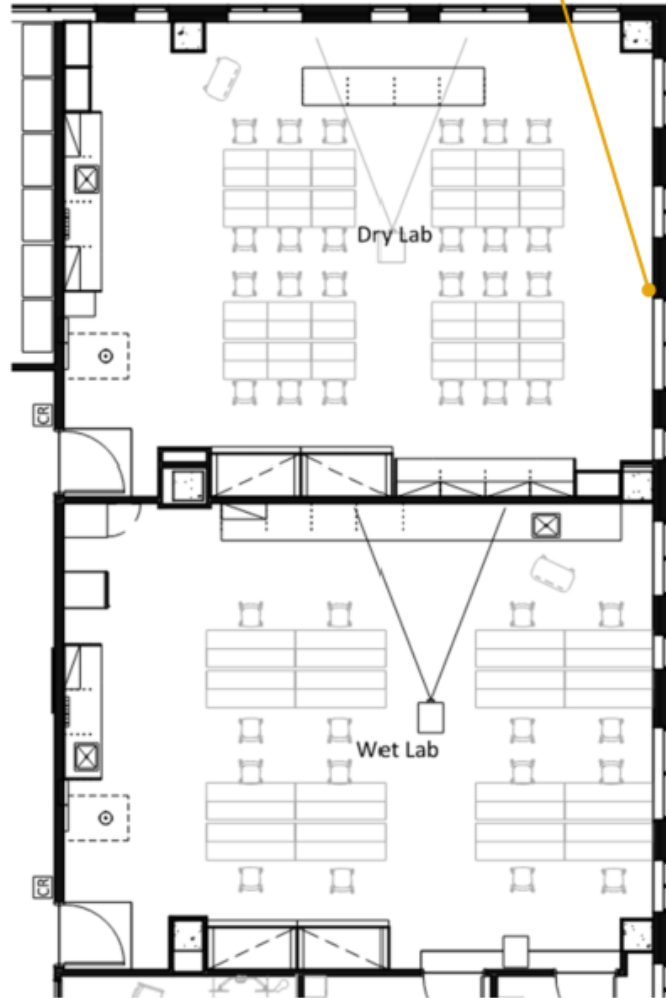


3. Paint



# Coleman Healthcare Innovation Center 5<sup>th</sup> Floor Build-Out Project

## Wet and Dry Labs



Accent Paint

### Materials

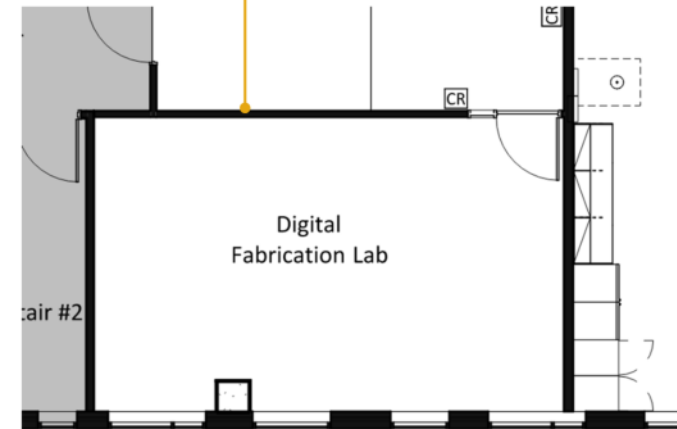


## Digital Fabrication Lab

### 1. Graphic Wall



### 1. Graphic Wall



# Systemwide: Safety and Security: Access Control

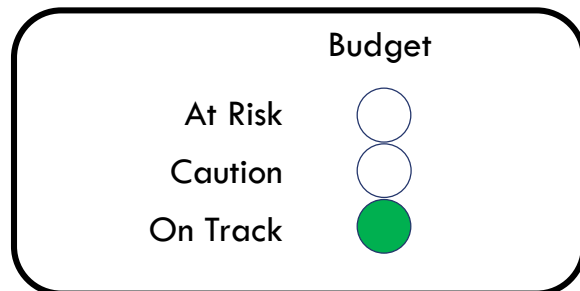
**Description:** Access Control updates to System Infrastructure to accommodate new badge reader (electronic door access) and camera technology.

## Status:

- ▶ Scheduling camera software training with Police Department.
- ▶ Hardware programming and end user training development still ongoing.
- ▶ COH permitting submitted in December 2025. Permit by building is in still progress.

## Budget

- ▶ \$ 2,700,000



## Schedule and Timeline

Phase	Status	
Project Initiation	√	
Design	√	November 2024
Procurement	√	January 2025
Construction		October 2026
Closeout		

# Northeast: North Forest Collaboratorium

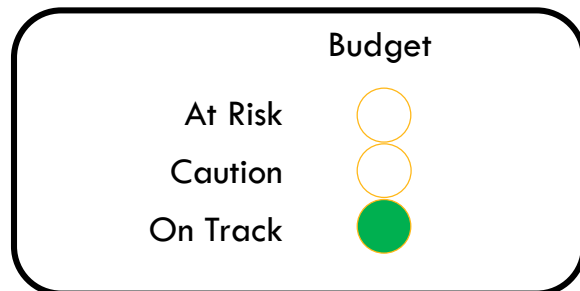
**Description:** Design and construction of a Collaboratorium at North Forest Campus to enhance student and collaboration experience.

**Status:**

- ▶ Construction complete. Post construction items being addressed.
- ▶ IT equipment procurement ongoing.
- ▶ Furniture delivery and installation complete.

**Budget**

▶ \$ 350,000



**Schedule and Timeline**

Phase	Status	
Project Initiation	√	
Design	√	
Procurement	√	
Construction	√	April 2026
Closeout		July 2026

# Collaboratorium Project



# Systemwide: Signage and Wayfinding Project

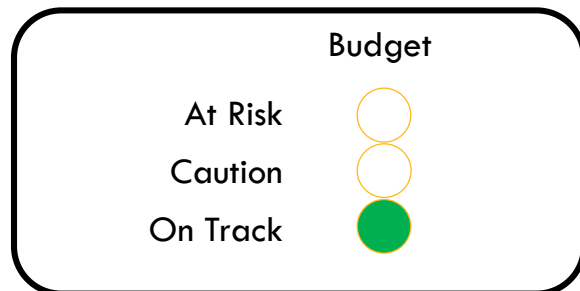
**Description:** Update signage to reflect new Houston City College name. Project includes monument signs, pylon signs and building top signage.

**Status:**

- ▶ Temporary signage installation complete at all campuses, except Stafford. Stafford pending permits and AHJ (jurisdictional) approval.
- ▶ Permanent signage design underway.

**Budget**

▶ \$ 2,831,213



**Schedule and Timeline**

Phase	Temporary Signage	Permanent Signage
Project Initiation	√	√
Design	√ November 2025	Ongoing. October 2027
Permit	Ongoing at Stafford	
Procurement	√ December 2025	
Construction	May 2026	
Closeout		

# Signage Wayfinding Project

## 3100 Main Temporary Signage



# Signage Wayfinding Project

Various Campuses – Monument, Pylon and Building Temporary Signage




# Current Capital Projects Financials

HOUSTON CITY COLLEGE  
Capital Project Summary  
As of March 31, 2026

	Total Budget	Expenditures	Encumbrances	Unexpended	Funding Source
<b>Capital Projects</b>					
2013 CIP Program 2.0					
Signage	6,329,665	2,753,056	1,404,817	2,171,792	
Collaboratoriums	350,000	223,964	43,281	82,756	
System Wide Safety & Security	\$ 13,848,018	\$ 4,651,659	\$ 2,616,466	\$ 6,579,894	Operating Budget FY24
Coleman Health Science Tower Buildout	\$ 8,900,000	\$ 52,752	\$ 974,678	\$ 7,872,570	2013 CIP Fund Balance
Demolition of Woodridge Retail Center	\$ 3,500,000	\$ 706,706	\$ 252,049	\$ 2,541,245	Fund Balance
** Funding identified to be transferred to Flood Water Rescue Training Facility project.					
Flood Water Rescue Training Facility	\$ 8,437,500	\$ 2,056,898	\$ 51,851	\$ 6,328,751	State Appropriations

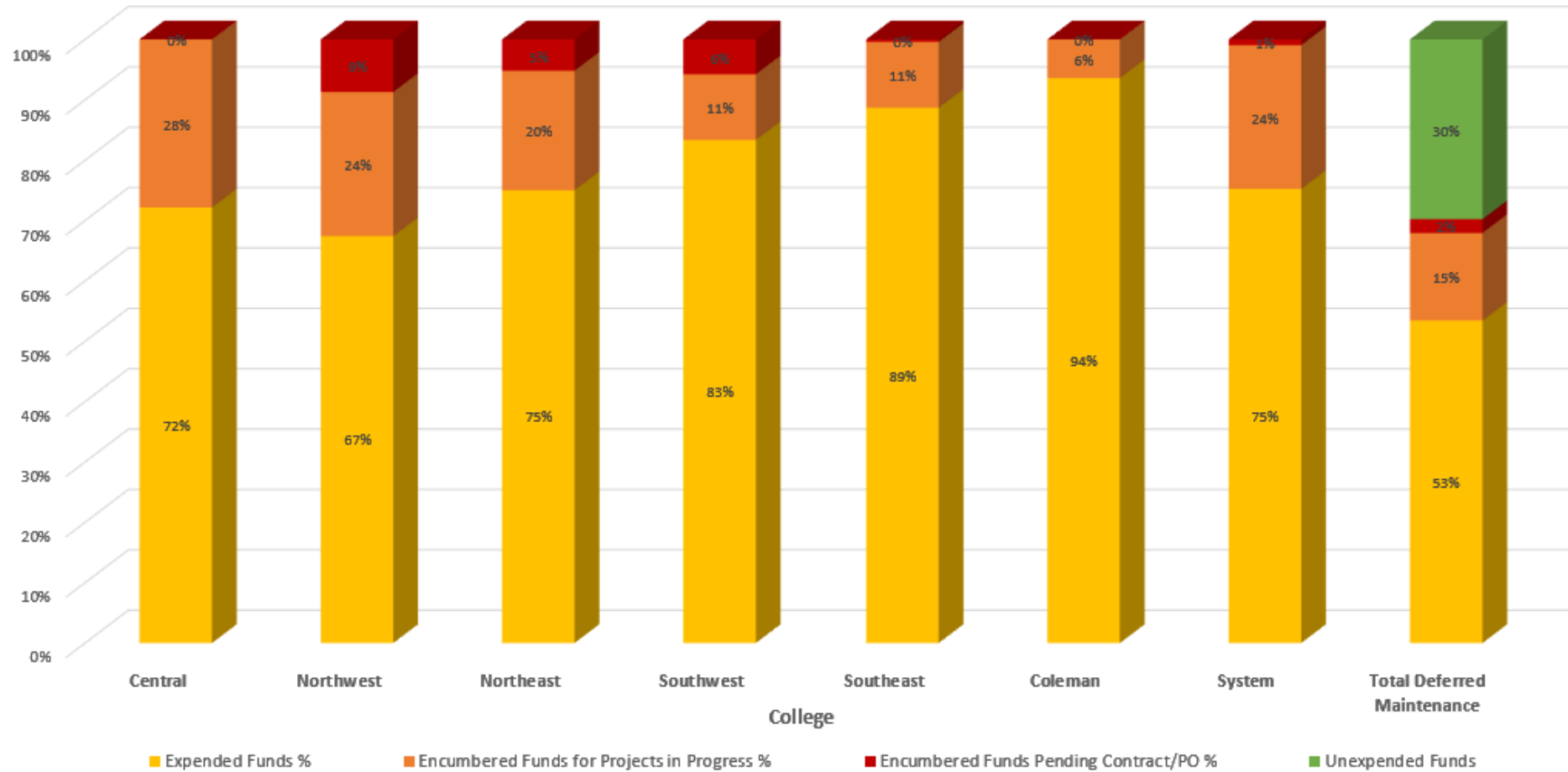
\*Additional funding of \$1.1875M is expected in FY27 as part of the \$2.375M special appropriation from State of Texas.



# Deferred Maintenance Capital Projects Progress Summary

# Deferred Maintenance Funds By College

Deferred Maintenance Financials  
March 31, 2026



# Deferred Maintenance Projects Financials

**HOUSTON CITY COLLEGE**  
**Deferred Maintenance FY 2020-2026**  
**As of March 31, 2026**

	Total Budget*	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Expenditures	Encumbrances	Unexpended
<b>Source of Funds:</b>											
FY2020 Operating Budget	13,000,000										
FY2021 Operating Budget	3,129,621										
FY2022 Operating Budget	8,000,000										
FY2023 Operating Budget	10,000,000										
FY2024 Operating Budget	10,984,939										
FY2025 Operating Budget	25,000,000										
FY2026 Operating Budget	15,000,000										
Total Available	<u>\$ 85,114,560</u>										
<b>Central</b>	\$ 11,249,904	\$ 466,337	\$ 2,816,755	\$ 1,172,952	\$ 388,655	\$ 1,123,794	\$ 1,177,511	\$ 972,105	\$ 8,118,108	\$ 3,131,796	-
<b>Northwest</b>	\$ 9,037,738	131,481	1,889,930	213,715	144,145	546,775	1,785,809	1,380,117	6,091,971	2,945,767	-
<b>Northeast</b>	\$ 8,672,309	158,713	1,674,412	158,101	474,848	1,845,191	1,652,313	541,841	6,505,419	2,166,890	-
<b>Southwest</b>	\$ 9,306,103	614,535	1,403,827	273,760	215,080	1,662,959	3,195,600	389,436	7,755,196	1,550,907	-
<b>Southeast</b>	\$ 1,829,571		9,169	135,171	188,851	339,077	669,525	280,478	1,622,271	207,300	-
<b>Coleman</b>	\$ 3,179,177		548,471	56,379	969,868	594,742	619,799	186,369	2,975,628	203,549	-
<b>System</b>	\$ 16,490,917	931,770	881,494	1,460,667	2,184,409	2,159,338	3,470,626	1,317,242	12,405,546	4,085,371	-
<b>Contingency</b>	\$ 25,348,842										25,348,842
<b>Total Deferred Maintenance</b>	<u>\$ 85,114,560</u>	<u>2,302,835</u>	<u>9,224,057.91</u>	<u>3,470,744.93</u>	<u>4,565,856.44</u>	<u>8,271,874.58</u>	<u>\$ 12,571,182</u>	<u>\$ 5,067,587</u>	<u>\$ 45,474,138</u>	<u>\$ 14,291,580</u>	<u>\$ 25,348,842</u>

## Deferred Maintenance Projects Financials

<b>Total Deferred Maintenance Unexpended (Contingency) As of March 31, 2026</b>	<b>\$ 25,348,842</b>
Allocated Funding to Ongoing Projects*	\$ 10,609,962
Allocated to Planned Projects*	\$ 14,156,801
Budgeted Exigent Remaining	\$ 582,079
<b>TOTAL</b>	<b>\$ 25,348,842</b>

\* Allocation of funding to ongoing and planned projects is dynamic and subject to adjustment as project details evolve.

## Deferred Maintenance Projects Financials

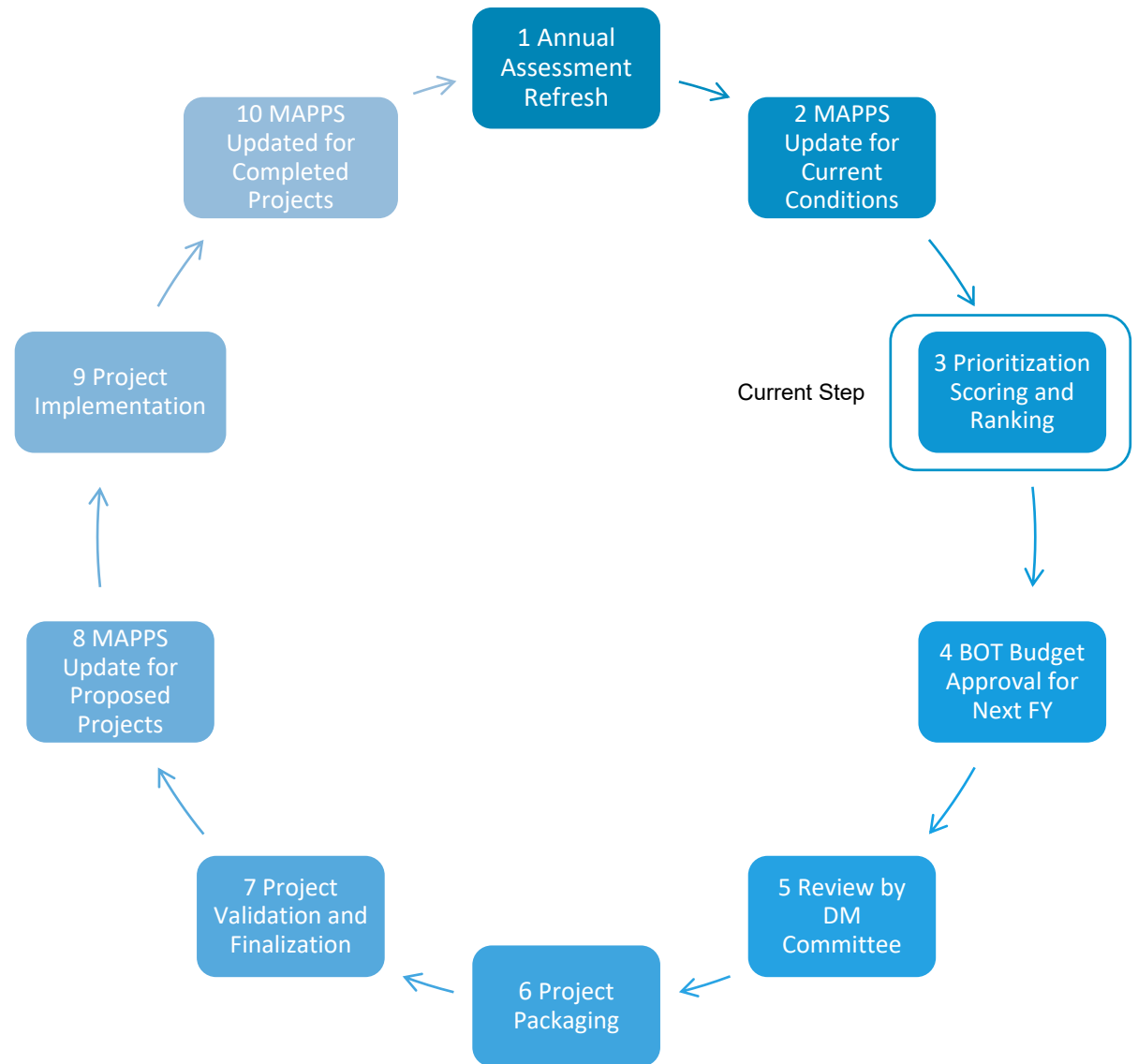
<b>Budgeted Exigent</b>	<b>\$ 2,250,000</b>
Breakdown of Exigent Spend Per Construction System As of March 31, 2026	
Fire and Life Safety	\$63,269
Mechanical	\$442,981
Conveyances	\$66,287
Electrical	\$54,149
Plumbing	\$75,890
Roofing	\$11,891
Exterior	\$348,688
Site	\$529,910
Interior	\$74,855
Specialties	\$0
Exigent Spend As of March 31, 2026	\$ 1,667,921
Budgeted Exigent Remaining	\$ 582,079

# Deferred Maintenance 10 Step Prioritization Process Update

New DM Cycle for FY 2027

**Step 3 - Annual Assessment Refresh for FY 2027 projects completed.**

- Facilities QAC review, update and verification completed.
- MAPPS database with verified deficiencies has been updated.
- Prioritization scoring and ranking completed. Pending approved budget amount.



\* Deferred Maintenance Procedure for Project Selection and Prioritization – Approved by CEC January 27, 2025

**Thank You**

# REPORT ITEM

Meeting Date: May 20, 2026

## Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
F.	Enterprise Resource Planning (ERP) Update	Dr. Margaret Ford Fisher Robert McCracken Elizabeth McGee Dietrich von Biedenfeld Barry Sullivan

### DISCUSSION

Provide an overview of the proposed Enterprise Resource Planning (ERP) implementation timeline, including key phases, milestones, and anticipated deliverables. The ERP implementation represents a significant institutional initiative designed to modernize and integrate core administrative and academic systems across the College.

### COMPELLING REASON AND BACKGROUND

- Houston City College’s current systems operate across multiple platforms and, in some cases, rely on legacy technology. These discrete systems have limited AI functionality and limit integration, scalability, and efficiency. As the institution continues to grow and evolve, there is a critical need for a unified ERP system that supports streamlined operations, improved data integrity, and enhanced reporting capabilities.
- An ERP system consolidates key functions including finance, human resources, student information, financial aid, and procurement into an integrated platform, enabling:
  - Improved access to real-time, accurate data across departments
  - Enhanced transparency and accountability in financial and operational processes
  - Greater efficiency through automation and standardization of workflows
  - Improved user experience for students, faculty, and staff
  - Strengthened compliance with regulatory and reporting requirements
- Given the scale and impact of this initiative, the ERP implementation timeline will serve as a foundational roadmap guiding the College through a multi-phase transformation of business processes and systems.

### FISCAL IMPACT

The implementation of a new ERP system will result in long-term savings through improved efficiencies. Exact savings will depend on the system and vendor selected. Similarly, transition costs will vary based on the vendor selection and the final project implementation schedule. Initial funding of \$10M will be requested for consideration.

### STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

**ATTACHMENTS:**

Description	Upload Date	Type
ERP Update	5/13/2026	Presentation

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



# ERP Update for Board of Trustees

---

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, Vice Chancellor Administration & Operations

Elizabeth McGee, Chief AI Transformation Officer

Dietrich Von Biedenfeld, Executive Director Procurement

Barry Sullivan, Chief Information Officer

May 20, 2026

# HCC's ERP Modernization Considerations

**38+**

Years Old

---

HCC's PeopleSoft system has accumulated heavy customizations over the years

**2037**

Support Horizon

---

Oracle's rolling support extends to 2037, but talent and integration gaps widen every year

**50%**

Peers Moving

---

Nearly half of higher ed institutions have recently upgraded or plan to within 5 years

**5–10%**

Retention Gain

---

Modern ERP with AI-driven intervention can improve student retention by 5–10%

# Migration Benefits: PeopleSoft vs. Modern Cloud ERP

Capability	PeopleSoft (Today)	Modern Cloud ERP + AI
Data	Fragmented, batch-based	Real-time, unified
Reporting	Backward-looking	Predictive + prescriptive
Student Intervention	Manual	AI-driven, automated
Financial Insight	Static reports	Continuous forecasting
Workflow Automation	Limited	End-to-end autonomous
Cross-System Coordination	None	Core capability
User Experience	Complex	Mobile-first, intuitive
Staffing	Limited Personnel with Experience	Larger Talent Pool, AI supported

# HCC ERP IMPLEMENTATION STRATEGY

**Implementation Plan:** 2027–2031

**Program Start:** January 2027

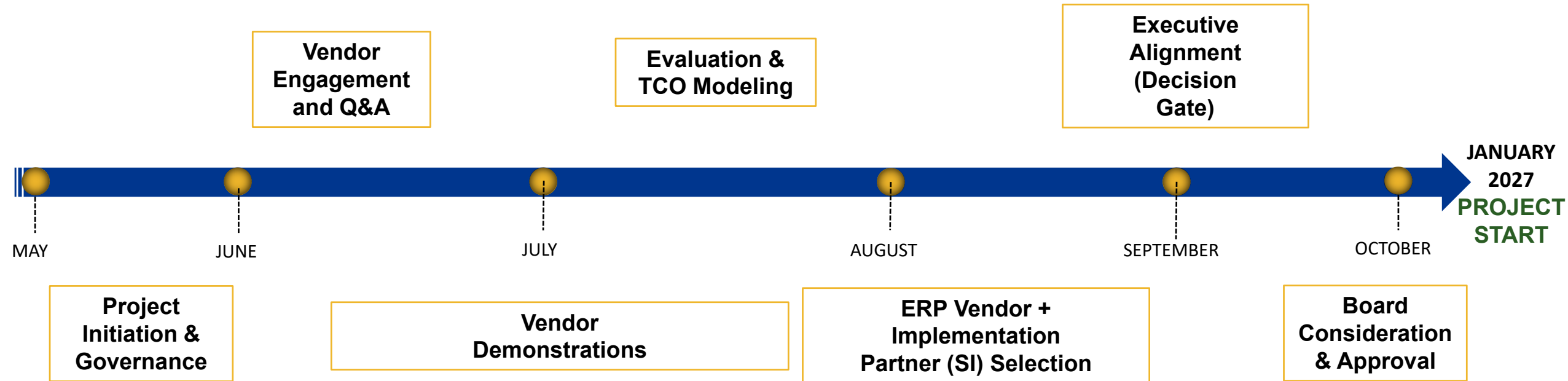
**Final Go-Live (Student):** April 2031

---

## PROGRAM STRATEGY

- Phased deployment to reduce risk
- Back-office first (Finance/HCM/EPM) → Student last
- Inclusion of external resources to support internal subject matter experts
- Parallel data, integration, and change management tracks
- Internal Project Management Teams to support change management process
- Strong wave-based governance and readiness gates

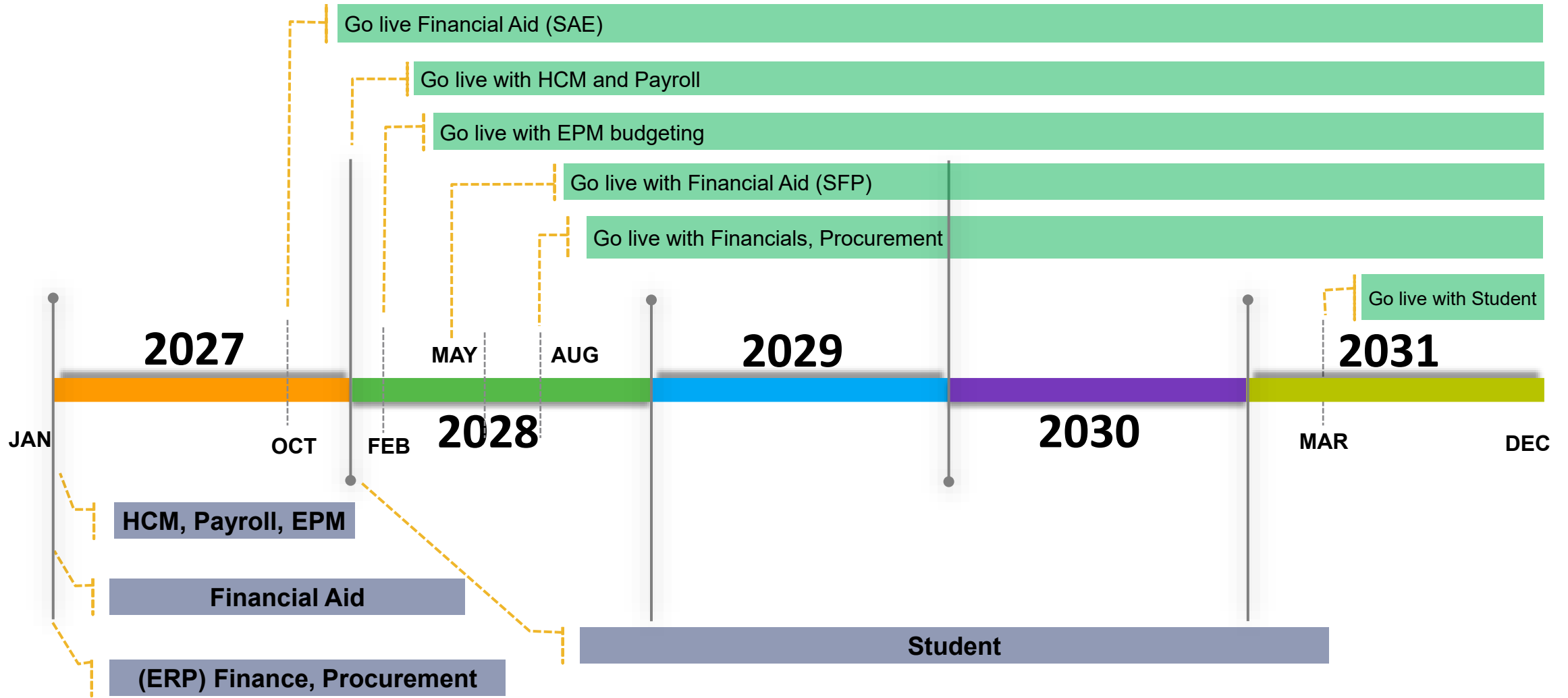
# HCC ERP Procurement Timeline



# HCC ERP IMPLEMENTATION TIMELINE\* tentative

**LEGEND**

- Design Phase
- Go Live (Waves)



\*Subject to change based on start date and other factors. Multiple implementation teams will require both vendor and internal project management teams.

**Thank You**

# ACTION ITEM

Meeting Date: May 20, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
<b>G.</b>	<b>Approve the First Amendment to the Employment Contract of the Houston City College System Chancellor, and Authorize the Board Chair to Negotiate and Execute Amendment</b>	<b>Eva Loreda Melissa Mihalick, Board Counsel</b>

## RECOMMENDATION

Approve First Amendment to the Employment Contract of the Houston City College Chancellor, and Authorize the Board Chair to Negotiate and Execute Amendment.

## COMPELLING REASON AND BACKGROUND

The First Amendment to the Employment Contract of the Houston City College Chancellor will Amend the Employment Term of the original Employment Contract, executed on January 24, 2024.

## 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: May 20, 2026

Adjournment

ITEM #	ITEM TITLE	PRESENTER
XIV.	Personnel Agenda - Staff	

## COMPELLING REASON AND BACKGROUND

## STRATEGIC ALIGNMENT

### ATTACHMENTS:

Description	Upload Date	Type
May 2026 Staff Personnel Agenda_Final	4/30/2026	Cover Memo

This item is applicable to the following:

# **APPENDIX**

(No Board Action Required)

## **Personnel Agenda - Staff**

**Board Meeting**

**May 1, 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>Alvarado, Maria</b>	P/T Instructional Support Specialist	F/T Specialist, Eagle Online	System	Non-Exempt Grade: 4	50,000	4/16/2026
<b>Charles, Fabeola</b>	P/T Instructional Support Specialist	F/T Specialist, Instructional Support	Southwest	Non-Exempt Grade: 3	42,000	5/1/2026
<b>Hall, Elijah</b>	P/T Lab Assistant	F/T Specialist, Instructional Support	Southwest	Non-Exempt Grade: 3	43,000	5/1/2026
<b>Polk-Taylor, Darryia</b>	P/T Student Account Representative	F/T Student Account Representative	Southwest	Non-Exempt Grade: 3	40,600	4/16/2026
<b>Spradling, Chloe</b>	P/T Web Graphic Designer	F/T Administrative Assistant	Northwest	Non-Exempt Grade: 3	39,550	5/1/2026

**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>Cash, Xandria</b>	F/T Representative, Financial Aid Customer Service	F/T Associate, Financial Aid	System	Exempt Grade: 4	48,000	5/1/2026
<b>Early, Ray</b>	F/T Coordinator, Operations	F/T Program Director	Southwest	Exempt Grade: 9	78,000	5/1/2026
<b>Greene, Nelson</b>	F/T Assistant, Financial Aid	F/T Certifying Official, Veteran Affairs	System	Exempt Grade: 4	47,000	4/16/2026
<b>McLaurin, Rodney</b>	F/T Interim Dean, Student Success	F/T Dean, Student Success	Northwest	Exempt Grade: 10	131,074	4/16/2026
<b>Nguyen, Christina</b>	F/T Temporary, Coordinator Business and Community Outreach	F/T Coordinator Business and Community Outreach	Southeast	Exempt Grade: 7	63,240	5/1/2026
<b>Williams, Thomas</b>	F/T Interim Executive Director, Campus Technology Services	F/T Executive Director, Campus Technology Services	System	Exempt Grade: 20	174,208	4/1/2026



**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>Agboneni, Itebite</b>	Vallourec	F/T Manager, Application Development	System	Exempt Grade: 13	135,000	5/1/2026
<b>Carter-Mayes, Dashon</b>	Houston Independent School District	F/T Student Recruiter	Southwest	Exempt Grade: 5	52,500	5/1/2026
<b>Castillo, Jesus</b>	Galveston College	F/T Advisor, Financial Aid	Southwest	Exempt Grade: 5	52,300	5/1/2026
<b>Collins, Crystal</b>	Spring Independent School District	F/T Director, College P-16	Northwest	Exempt Grade: 9	88,000	4/16/2026
<b>Davila, Abel</b>	Houston Independent School District	F/T Associate, Enrollment Services	Southwest	Exempt Grade: 4	44,500	5/1/2026
<b>Jasso, Melissa</b>	Houston Independent School District	F/T Student Recruiter	Northeast	Exempt Grade: 5	48,400	5/1/2026
<b>Johnson, Aaric</b>	PEMEX Oil Refinery	F/T Student Recruiter	Southwest	Exempt Grade: 5	50,800	5/1/2026
<b>London, Gaenel</b>	Title Max	F/T Representative, Student Accounts	Southwest	Non Exempt Grade: 3	45,500	4/16/2026
<b>Madrigal, Tanya</b>	Kipp Texas Public Schools	F/T Manager, Student Recruitment	Central	Exempt Grade: 7	73,000	5/1/2026
<b>Siddiqui, Faisal</b>	Houston City College	F/T Advisor, Pathways & Case Management	Northeast	Exempt Grade: 7	61,000	5/1/2026
<b>Skinner, Kelvin</b>	Harris County Constable Precinct 7	F/T Peace Officer	System	Non Exempt Grade: LE 2	58,064	5/18/2026

<b>Sykes, Traivon</b>	University of Houston System	F/T Advisor, Pathways & Case Management	Southwest	Exempt	61,000	4/16/2026
<b>Wasylkowski, Karu</b>	Specialty 1 Partners	F/T Unified Communications Engineer	Systems	Exempt Grade: 10	88,000	5/1/2026

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

**SEPARATIONS OF EMPLOYMENT**

<b>Bolet, Linda</b>	English Foreign Speaker Instructor, Southwest	4/10/2026
<b>Hassan, Yasmeen</b>	Director Procurement, System	4/18/2026
<b>Martinez-Rivera, Hope</b>	Office Manager, Systems	4/8/2026
<b>Quijano, Guillermo</b>	Senior Systems Analyst, System	4/1/2026
<b>Ronk, Thomas</b>	Associate Vice Chancellor, Workforce Program Research and Development	4/4/2026