



AGENDA

BOARD OF TRUSTEES REGULAR MEETING

**August 19, 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**

August 19, 2026

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Houston City College will be held on Wednesday, August 19, 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 June 2026

IV. Awards, Presentations, and Recognitions

- A. Check Presentation by Kistal & David Key
- B. Check Presentation by NRG Energy
- C. Recognition of Fulbright Scholarship Recipient, Dr. Fidelis Ngang
- D. Recognition of Dr. Nathan Smith, Faculty Senate President for Academic Year 2026
- E. Recognition of Morgan Yette, Staff Senate President for 2025-2026

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 Items
- 2. FY 2027 Internal Audit Plan for Approval
- 3. Propose Changes to FLD (LOCAL) Student Rights and Responsibilities: Student

Complaints

4. Policy DJA (LOCAL) - Assignment, Work Load, and Schedules: Telework (SB2615), As Amended
5. Quarterly and Monthly Investment Reports, Financial Statements and Budget Reviews for May and June 2026

IX. Topics for Discussion and/or Action

- A. Adoption of 2025 Hazard Mitigation Plan
- B. Swift Water Rescue Training Program
- C. Government Relations Services (Project No. RFQ 26-20)
- D. Sole Source Contract Award with Wepa, Inc.
- E. Cooperative Contract Awards for Fiscal Year 2027
- F. Adoption and Review of Facility Master Plan
- G. Approve Senate Bill 18 Certification Report Submission
- H. Approve Senate Bill 17 Certification Report Submission
- I. Full-Time Faculty Academic Year Contract Renewals
- J. Personnel Agenda - Faculty
- K. Approve Resolution in Memoriam of Dr. Nora Jo Sherman
- L. Travel Authorization for Trustee Laolu Davies-Yemitan to Attend Texas Lyceum Conference
- M. HCC Foundation Quarterly Report
- N. Capital Improvement Projects Report

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.

1. Organizational Efficiency Contract Scope of Work

B. Personnel Matters

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

C. Real Estate Matters

Deliberate the purchase, exchange, lease, or value of real property for Agenda items if deliberation in an open meeting would have a detrimental effect on the position of the System in negotiations with a third person.

1. Real Estate Opportunities Update
2. Consider Disposition of Property

XI. Additional Closed or Executive Session Authority:

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning:

Section 551.071 - For the purpose of a private consultation with the Board's attorney about pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

Section 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.073 - For the purpose of considering a negotiated contract for a prospective gift or donation to the System if deliberation in an open meeting would have a detrimental effect on the position of the System in negotiations with a third person.

Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer, employee or board member to hear complaints or changes against an officer, employee or board member unless the officer, employee or board member who is the subject of the deliberation or hearing requests a public hearing.

Section 551.076 - To consider the deployment, or specific occasions for implementation of security personnel or devices, or a security audit.

Section 551.082 - For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing, unless an open hearing is requested in writing by a parent or guardian of the student or by the employee against whom the complaint is brought.

Section 551.084 - For the purpose of excluding a witness or witnesses in an investigation from a hearing during examination of another witness in the investigation. Should any final action, final decision, or final vote be required in the

opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

A. The open meeting covered by this Notice upon the reconvening of the public meeting, or

B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

XII. Reconvene in Open Meeting

XIII. Adjournment

XIV. Appendix - No Action Required

CERTIFICATE OF POSTING OR GIVING NOTICE

On this **13th Day of August**, 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.

Posted By:

Sharon R. Wright
Director, Board Services

ACTION ITEM

Meeting Date: August 19, 2026

Approval of Minutes

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

RECOMMENDATION

Approve meeting minutes for June 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 June 2026:

- Academic and Student Affairs Committee on June 3, 2026
- Audit Committee on June 3, 2026
- Committee of the Whole on June 3, 2026
- External Relations Committee on June 3, 2026
- Marketing Committee on June 3, 2026
- Committee of the Whole on June 17, 2026
- Regular Meeting on June 17, 2026

LEGAL REQUIREMENT

In accordance to Board Bylaws, Article G, Section 9

STRATEGIC ALIGNMENT

1. *Student Success*

ATTACHMENTS:

Description	Upload Date	Type
Draft Minutes - June 2026	8/12/2026	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**

June 3, 2026

Minutes

The Academic and Student Affairs Committee of Houston City College Board of Trustees met on Wednesday, June 3, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, Committee Chair
Sean Cheben, Committee Member (via Video Conference)
Renee Patterson, Committee Member
Eva Loreda, Alternate Member
Dave Wilson

CHANCELLOR'S COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Vice Chancellor, Strategic Communications and Marketing
Lisa Alcorta, Vice Chancellor, Student Services
Andrea Burrridge, 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
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
Izzy Flowers for 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 2:18 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, Patterson, Wilson, and Tamez)

OPPORTUNITY FOR PUBLIC COMMENTS

No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

PROPOSED NEW AWARDS & DEACTIVATIONS

Dr. Ford Fisher noted that the item provides an update on the proposed new awards and deactivations. She apprised that Dr. Norma Perez, Senior Vice Chancellor, Instructional Services/Chief Academic Officer, would provide an overview.

Dr. Perez reported on the following:

- Information Technology, Bachelor of Applied Technology
- Early Childhood Education and Teaching, Bachelor of Applied Science
- Project Management, Bachelor of Applied Science
- Radiation Therapy, Associate of Applied Science
- Radiation Therapy, Advanced Technical Certificate
- Cancer Data Management, Advanced Technical Certificate

Dr. Miguel Ramos, Vice Chancellor, Instructional Services, noted that there is one deactivation scheduled for approval per the requirement for SB17. He apprised that the Kitchen & Bath Design C2 is being deactivated. He noted that deactivation of the Kitchen and Bath Design C2 reflects a change in focus on the Kitchen and Bath C1, which is more aligned with student needs who are not seeking an Associate of Applied Science (AAS).

Trustee Cheben inquired about the plans for raising awareness of the new programs. Dr. Ramos noted that the marketing efforts will be undertaken in working with the marketing team to get the message out. Dr. Ford Fisher apprised that there are advisory committees for each of the programs to ensure the community and industry are aware of the program offerings.

Trustee Cheben referenced the projected enrollment for the Bachelor of Applied Science (BAS) in Early Childhood and Teaching and inquired about the intention of scaling beyond enrollment. Dr. Ramos noted that the ability to offer across the region will be key to expanding the program. He apprised that the teaching program will have a low cost and noted that the intent is to partner.

Trustee Cheben noted that it would be beneficial to have detailed information.

Trustee Loredó referenced early childhood and inquired if it would be combined with any of the current programs. Dr. Ramos noted that the goal is to work directly with students trying to develop the pathway to teaching elementary.

Trustee Loredó inquired if the students are being informed that they can complete the current program. Dr. Ramos noted that it is a requirement to inform the students of the deactivation and provide the option for completing the award.

INFORMATION TECHNOLOGY, BACHELOR OF APPLIED TECHNOLOGY

Motion – Trustee Renee Patterson motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item provides for the approval of Information Technology, Bachelor of Applied Technology. She apprised that Dr. Miguel Ramos, Vice Chancellor for Instructional Services, would provide an overview.

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

EARLY CHILDHOOD EDUCATION AND TEACHING, BACHELOR OF APPLIED SCIENCE

Motion – Trustee Renee Patterson motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item provides for the approval of Early Childhood Education and Teaching, Bachelor of Applied Science. She apprised that Dr. Miguel Ramos, Vice Chancellor for Instructional Services, would provide an overview.

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

PROJECT MANAGEMENT, BACHELOR OF APPLIED SCIENCE

Motion – Trustee Renee Patterson motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item provides for the approval of Project Management, Bachelor of Applied Science. She apprised that Dr. Miguel Ramos, Vice Chancellor for Instructional Services, would provide an overview.

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

RADIATION THERAPY, ASSOCIATE OF APPLIED SCIENCE

Motion – Trustee Renee Patterson moved, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item provides for the approval of Radiation Therapy, Associate of Applied Science. She apprised that Dr. Miguel Ramos, Vice Chancellor for Instructional Services, would provide an overview.

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

RADIATION THERAPY, ADVANCED TECHNICAL CERTIFICATE

Motion – Trustee Renee Patterson motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item provides for the approval of Radiation Therapy, Advanced Technical Certificate. She apprised that Dr. Miguel Ramos, Vice Chancellor for Instructional Services, would provide an overview.

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

CANCER DATA MANAGEMENT, ADVANCED TECHNICAL CERTIFICATE

Motion – Trustee Renee Patterson motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item provides for the approval of the Cancer Data Management Advanced Technical Certificate. She apprised that Dr. Miguel Ramos, Vice Chancellor for Instructional Services, would provide an overview.

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

KITCHEN & BATH DESIGN C2 DEACTIVATION

Motion – Trustee Renee Patterson motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item provides for the approval of Kitchen & Bath Design C2 Deactivation. She apprised that Dr. Miguel Ramos, Vice Chancellor for Instructional Services, would provide an overview.

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

ONLINE COLLEGE UPDATE

Dr. Ford Fisher noted that the item is a discussion to provide data analysis of online student success outcomes. She noted that Dr. Ramos would provide an update.

Dr. Ramos reported on the following:

- Course modalities offered at HCC
- Hybrid courses have become more prevalent, while in-person and Online on a Schedule course offerings have declined.
- Course Modality Profile (Academic Year 2024–2025) (excluding Dual Credit)
- Course modality varies significantly by Academic Division and Center of Excellence.

- Adult learners and students enrolled in academic programs are more likely to take their classes online.
- Course outcomes vary by modality.
- Course success rates differ across instructional formats and individual courses.
- Students who enroll in more than one course are more likely to return for subsequent terms.

SWIFT WATER RESCUE PROGRAM UPDATE

The item was pulled by the administration.

COUNSELING AND ABILITY SERVICES

Dr. Ford Fisher noted that the item provides an update on Counseling and Ability Services. She apprised that Dr. Lisa Alcorta, Vice Chancellor, Student Services, would provide the update.

Dr. Alcorta reported on the following:

- Counseling and Ability Services
- Counseling Teams & Enrollment by College
- Jan-Dec 2025 Appointment Breakdown
- Accommodation Services & Consultations Appointments
- Mental Health Counseling & Crisis Appointments
- Academic Success Intervention Appointments (Probation & Suspension)
- Basic Needs Counseling Appointments
- Expanding Basic Needs Access Through Resources & Referrals
- Mental Health Engagement
- Protecting Students Beyond the Classroom
- Scaling Support Through Strategic Partnerships
- Context & Implications
- Compass Award Recognition

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 2:52 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**

June 3, 2026

Minutes

The Audit Committee of Houston City College Board of Trustees met on Wednesday, June 3, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Pretta VanDible Stallworth, Committee Chair (via Video Conference)
Sean Cheben, Alternate Member (via Video Conference)
Eva Loreda
David Wilson

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, Online College
Michael Edwards, Office of the Ombudsman
Betty Fortune, President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Edmond "Butch" Herod, President, Central College
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, Southwest College
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

OTHER PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Dave Wilson, Committee Member, called the meeting to order at 1:53 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, VanDible Stallworth, and Wilson)

OPPORTUNITY FOR PUBLIC COMMENT

No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

BASELINE AUDIT REPORTING: IT SYSTEMS ACCESS/CYBER SECURITY/DATA RECOVERY

Dr. Ford Fisher noted that the item provides an update on Enterprise Risk Management baseline reporting on IT Systems Access, Cyber Security, and Data Recovery. She advised that Barry Sullivan, Chief Information Officer, Information Technology, would provide the update and entertain any questions.

Mr. Sullivan reported on the following:

- Detailed Annual Infrastructure Availability
- Network Switch Deployment Update
- Computer Replacements
- HCC Cyber Security Completed Activities
- CC Cyber Security Completed Activities Progress

Dr. VanDible Stallworth inquired about the system downtime, network switch deployment, equipment replacement cycles, and the College's hardware and software inventory. She requested that future reports include specific information regarding system outages, the causes of the outages, corrective actions taken, and the budgetary impact of the College's technology lifecycle. She further requested updates regarding the Information Technology (IT) Plan and other related IT initiatives.

Mr. Sullivan apprised that unplanned system downtime averages less than five minutes, network switch installations are being completed by the College's internal IT staff, the College is completing its computer network inventory, desktop computers are replaced on a five-year cycle, and classroom technology is replaced on a ten-year cycle.

Dr. Ford Fisher noted that there is an update on security awareness training, application security, and cybersecurity scheduled for Closed Session. Ms. Melissa Mihalick, Board Counsel, apprised that the update involving sensitive infrastructure and security would need to be presented at a future Closed Session due to the lack of an in-person quorum.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 2:16 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: _____

DRAFT

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

June 3, 2026

Minutes

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, June 3, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Chair
Sean Cheben, Vice Chair (via Video Conference)
Cynthia Lenton-Gary, Secretary (via Video Conference)
Laolu Davies
Renee Patterson
Monica Richart (via Video Conference)
Adriana Tamez
Pretta VanDible Stallworth (via Video Conference)
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 Loredó, Chair, called the meeting to order at 4:06 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 (via videoconference), Davies, Lenton-Gary (via videoconference), Loredó, Patterson, Richart (via videoconference), Tamez, VanDible Stallworth (via videoconference), and Wilson)

HEARING OF THE CITIZENS

No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

APPROVAL OF THE UNRESTRICTED (OPERATING) BUDGET FOR FISCAL YEAR 2026-2027

Motion – Dr. Adriana Tamez motioned, and Trustee Renee Patterson seconded.

Dr. Ford Fisher noted that the administration is recommending approval of the unrestricted operating budget for FY 2026–27 in the amount of \$509.6 million. She apprised that Bob McCracken, Vice Chancellor, Administration and Operations, would provide an overview and entertain any questions.

Mr. McCracken noted that a presentation would provide an overview of the proposed budgets and reiterated that the tuition and fees would remain flat along with the tax rate. He appraised that the college continues to have one of the lowest tax rates in comparison to our peers.

Mr. McCracken presented the following:

- FY27 Recommended Operating (Unrestricted) Budget
- FY27 Recommended Auxiliary Budget
- FY27 Recommended Capital & Technology Plan Budget

Trustee Wilson noted that he asked for a 3rd party evaluation to identify waste, duplication, and inefficiencies. He appraised that until that matter is addressed, he is not willing to vote for a budget because we owe it to the public to make certain we are efficient. Mr. McCracken noted that there has been a review of the procurement process regarding the third-party efficiency review services.

(Trustee Wilson left the meeting at 4:15 p.m.)

Houston City College
Committee of the Whole – June 3, 2026, Page 3

Trustee Loredó noted that the Board is not able to act on the items since the quorum was lost. Ms. Melissa Mihalick, Board Counsel, noted that report items could be discussed; however, there cannot be any action on the items.

Trustee Davies inquired if the items could be postponed. Ms. Mihalick apprised that the items could be postponed and noted that the motions could be withdrawn. She apprised that the items would be presented as a new item if both trustees withdrew their motions.

Trustee Davies inquired if the items could be reported today and moved to the Regular meeting as non-Consent Agenda items. Ms. Mihalick noted that the items could not move to the Consent Agenda because they have not been approved to move from the COTW; however, there could be another COTW meeting before the Regular meeting, and the items could go on the Consent Agenda and be pulled if they are not approved.

Trustee Richart apologized for not being present in person and noted that a quorum would be needed for the second COTW. She suggested another COTW meeting on the day of the Regular meeting for June 17. Ms. Mihalick noted that the board chair could approve holding a second COTW meeting.

Trustee Patterson noted that her purpose on the Board is to cast a vote on issues and apprised that the idea of having to hear about matters without being able to vote is frustrating. She recommended holding the discussion at the second COTW meeting when the items will be considered.

Trustee Loredó noted that the meeting would adjourn and a second COTW meeting would be held prior to the Regular meeting on June 17, 2026.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:23 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: _____

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

June 3, 2026

Minutes

The External Relations Committee of Houston City College met on Wednesday, June 3, 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
Sean Cheben (via Conference Video)

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, Online College
Michael Edwards, Office of the Ombudsman
Betty Fortune, President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Edmond "Butch" Herod, President, Central College
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, Southwest College
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

OTHER PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALLED TO ORDER

Trustee Dave Wilson, Committee Chair, called the meeting to order at 3:04 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, 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 on the State and Federal Relations Report and apprised that Dr. Remmele Young, Vice Chancellor, External and Governmental Relations, Transfer and Alumni Relations, would provide the overview and address any questions.

Mr. Young reported on the following:

- State Relations
 - Executive Summary
 - Key Considerations
 - Community College Finance Model
 - Funding Calculation
 - Proposal 1: Student Weight Adjustments
 - Proposal 2: Cap Fundable Credentials
 - Emerging Policy Considerations
 - Key House Interim Charges
 - Next Steps

Trustee Wilson inquired about opportunities to engage with state legislators and asked how the College can ensure its interests are effectively represented during the legislative process.

Trustee Davies noted that, once the College engages its legislative team, the Board can rely on their expertise to help navigate the legislative process and advocate on the College's behalf.

Dr. Young apprised that the Interim Legislative Session provides opportunities to engage with legislators through committee assignments. He further noted that the first opportunity to educate legislators regarding the College's priorities and enrollment data is expected to occur during the initial committee hearing, scheduled for July 28.

- Federal Relations
 - Strengthening Community Colleges Training Grants with Project Highlights
 - Workforce Pell Grants and Key Requirements
 - HCC Legislative Timeline 2026

Dr. Young apprised that clarification was received confirming that Governor Abbott's freeze on tuition and fee increases applies to Texas community colleges.

Trustee Loredó noted the importance of understanding the impact of maintaining the current tuition and fee rates. Dr. Ford Fisher apprised that the FY 2027 recommended budget does not include an increase in tuition or fees.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:31 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: _____

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

June 3, 2026

Minutes

The Marketing Committee of Houston City College met on Wednesday, June 3, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Laolu Davies, Committee Chair
Pretta VanDible Stallworth, Committee Member (via Videoconference)
Eva Loreda
Sean Cheben (via Videoconference)
Renee Patterson
Dave Wilson

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 Online
Michael Edwards, Office of the Ombudsman
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
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

OTHER PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALLED TO ORDER

Trustee Laolu Davies, Committee Chair, called the meeting to order at 3:31 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

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

OPPORTUNITY FOR PUBLIC COMMENTS

No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

UPDATE ON MARKETING CAMPAIGNS

Dr. Ford Fisher noted that the item provides an update on marketing campaigns and apprised that Dr. Rima Adil, Vice Chancellor, Communications, would provide an update.

Dr. Adil reported on the following:

- Strategic Target Market Hierarchy
- HCC Marketing & Communications Strategy
- Marketing Campaigns
- Remote Outreach Pilot
- Program Spotlight: Biotechnology
- Multi-Ethnic YouTube Digital Campaign Pilot
- Summer and Fall Campaigns
- Metrics Enrollment Campaign

Trustee Davies inquired about the coordination between the individual colleges' marketing efforts and the district's centralized marketing initiatives. He further inquired whether sufficient collaboration and alignment exist to ensure marketing campaigns and events are strategically coordinated.

Mr. Todd Duplantis, Interim Executive Director of Communications and Marketing, apprised that the district marketing team meets regularly with the colleges to coordinate efforts and provide support in areas where additional resources or expertise are needed. He noted that this collaborative approach helps ensure district-wide campaigns are aligned with each college's individual marketing initiatives.

(Trustee Loreda stepped out at 3:45 p.m.)

Trustee Davies inquired as to how the individual colleges' marketing strategies align with the district's comprehensive marketing efforts.

Mr. Duplantis apprised that, in addition to supporting the colleges' individual marketing initiatives, the district also highlights and promotes various academic programs and institutional initiatives through its comprehensive marketing strategy.

(Trustee Loredó returned at 3:48 p.m.)

Dr. Adil continued with highlights to include:

- Community Outreach and Engagement
- HCC Influencers Campaign Performance
- Dynamo Event Campaign
- World Cup 2026 Campaign Efforts
- Other Monthly KPIs
- Website KPIs (Year-Over-Year)
- Television and Radio
- Website Update
- Live Campus Map
- Webpages Under Construction
- Commitment Letters
- All Seniors
- Teen Symposia
- All 8th Graders

(Trustee Loredó stepped out at 3:55 p.m.)

(Dr. VanDible Stallworth joined the meeting at 3:57 p.m.)

Trustee Davies noted that conditional admission letters should also be sent to eighth-grade students to introduce and encourage pre-admission into Houston City College's Dual Credit Program.

(Trustee Loredó returned at 3:59 p.m.)

Trustee Wilson noted that he would like to see Houston City College expand its television advertising efforts to reach additional markets and audiences.

Trustee Cheben inquired about the college's efforts to engage prospective employers of its graduates.

Trustee Davies noted that his inquiry focused on the marketing strategy directed toward employers, referencing Slide 32. He apprised that LinkedIn is a marketing tactic rather than a strategy and inquired about the broader strategic approach being implemented to reach employers.

Dr. Adil apprised that the college intentionally utilizes LinkedIn and other digital platforms, including Meta, to promote programs and engage external audiences.

Trustee Davies requested that future marketing presentations include additional information outlining the specific strategies that will be deployed to strengthen employer engagement.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:04 p.m.
Minutes submitted by Sharon Wright, Executive Director, Board Services.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:04 p.m.
Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: _____

DRAFT

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

June 17, 2026

Minutes

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, June 17, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

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

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
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
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
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
Nathan Smith, Faculty Senate President
Barry Sullivan, Chief Information Officer, Information Technology
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 2:02 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

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

HEARING OF THE CITIZENS

No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

APPROVAL OF THE UNRESTRICTED (OPERATING) BUDGET FOR FISCAL YEAR 2026-2027

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

Dr. Ford Fisher noted that the item is a recommendation to approve the Unrestricted Operating Budget for Fiscal Year 2026-2027. She apprised that Bob McCracken, Vice Chancellor, Administration and Operations, would provide an overview and entertain any questions.

Mr. McCracken presented the FY27 Recommended Operating (Unrestricted) Budget. He noted that the Texas Higher Education Coordinating Board (THECB) provided the funding model and apprised that community colleges are projected to experience an overall funding decrease of approximately 6 percent. Mr. McCracken also apprised that the COVs have been reduced. He noted that the combined impact results in a net reduction of more than 12 percent, leaving approximately \$8 million revenue shortfall to be addressed. He apprised that one option is to review and scrub the budget to identify opportunities to offset the shortfall.

Trustee Cheben inquired if the college has any flexibility in making adjustments in the ad valorem taxes. Mr. McCracken noted that he is comfortable with proceeding as budgeted because he feels that the college will be able to make up for the shortage on the revenue side.

Trustee Wilson noted that he received the internal operational efficiency report and requested a third-party external efficiency audit prior to next year's budget.

Dr. VanDible Stallworth noted her appreciation for the efforts to identify options to address the potential \$8 million budget shortfall. She apprised that the Board could expect another round of COVs to be removed and inquired whether the business associate degree was among the COVs being eliminated. Dr. Andrea Burrridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, apprised that the Biology and Psychology programs are among those affected, noting that Biology is expected to experience the greatest impact. She apprised that the COV methodology has changed and noted that the College does not yet know the full extent of the impact. She apprised that the administration has reviewed strategies to mitigate the effects of COV reductions.

Houston City College
Committee of the Whole – June 17, 2026, Page 3

Dr. VanDible Stallworth noted that addressing the shortfall through ad valorem taxes is only a short-term solution. She expressed concern that, as the College continues to serve the community, the funding reductions are permanent and will continue to affect the institution.

Dr. VanDible Stallworth requested a five-year deferred maintenance report identifying, by fiscal year, the projects approved for funding, the dollar amount allocated to each project, and the status of ongoing projects. She noted that one of the challenges associated with deferred maintenance is addressing exigent needs. She apprised that the current practice of removing exigent projects from deferred maintenance demonstrates that exigent funding should be maintained separately from the deferred maintenance program.

Trustee Richart noted her concern regarding the Biology COV reductions and apprised that it is essential to continue providing legislators with the necessary information regarding the impact of funding changes. She noted that it is critical for the Board's concerns and perspectives to be heard and further noted the importance of maintaining the College's strong relationship with the Legislature.

Trustee Loredó noted that the College should also engage the Community College Association of Texas Trustees (CCATT) to serve as an additional voice in support of legislative efforts.

Dr. Lenton-Gary noted that she shares the Board's concern regarding the Biology of COV reductions. She apprised that the Board should actively participate in legislative advocacy efforts and not rely solely on Dr. Young.

Dr. Ford Fisher requested that Dr. Young provide an update regarding the state funding outlook.

Dr. Young apprised that community colleges have experienced significant success under the new funding model. He noted that the College, in partnership with the Texas Association of Community Colleges (TAAC) and CCATT, continues to work with legislators to address concerns regarding the funding methodology. He further noted that the funding model will be a key topic during the upcoming legislative session and apprised that there is also the possibility of an additional request for a 5 percent budget reduction.

Trustee Richart requested that the legislative talking points be provided to the Board. Dr. Young noted that the information will be distributed once it is finalized.

Dr. VanDible Stallworth noted the importance of shaping the direction of the legislative discussions and noted that while the College has managed its financial resources well, the Board must remain mindful of the long-term impact of continued funding reductions.

Vote – The motion passed with a vote of 7-1, with Trustees Loredó, Cheben, Lenton-Gary, Patterson, Richart, Tamez, and Wilson in favor and Dr. VanDible Stallworth opposed.

APPROVAL OF RESTRICTED BUDGET FOR FISCAL YEAR 2026-2027

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

Houston City College
Committee of the Whole – June 17, 2026, Page 4

Dr. Ford Fisher noted that the item is to approve the restricted budget for FY2026-27 in the amount of \$177.3 million. She apprised that Bob McCracken would provide the overview and entertain any questions.

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

APPROVAL OF THE AUXILIARY BUDGET FOR FISCAL YEAR 2026-2027

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

Dr. Ford Fisher noted that the item is to approve the recommended Auxiliary Budget for Fiscal Year 2026–2027 in the amount of \$10.9 million. She apprised that Bob McCracken would provide an overview and entertain any questions.

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

APPROVAL OF CAPITAL AND TECHNOLOGY PLAN BUDGET FOR FISCAL YEAR 2026-2027

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

Dr. Ford Fisher noted that the item recommends approval of the proposed Capital and Technology Plan Budget for Fiscal Year 2026–2027 in the amount of \$11.1 million. She apprised that Bob McCracken would provide an overview and entertain any questions.

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

MONTHLY INVESTMENT REPORT, FINANCIAL STATEMENT AND BUDGET REVIEW FOR APRIL 2026

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

Dr. Ford Fisher noted that the item is acceptance of the monthly Investment Report, Financial Statement, and Budget Review, and apprised that Bob McCracken would provide an overview and entertain any questions.

Mr. McCracken noted that the numbers align with the projected spending and that the college currently has 219 days of cash on hand. He apprised that the college has been rotating the investment into longer-term investments and noted that the holdings have gone from 42% to 54%.

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

APPROVAL OF FY 2026 BUDGET AMENDMENT #1

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

Houston City College
Committee of the Whole – June 17, 2026, Page 5

Dr. Ford Fisher noted that the administration recommends amending the FY 2026 Budget to reallocate \$16.4 million to address the following institutional needs:

- Student Services
- Biology Lab
- Aviation Instructional Equipment
- Parking Lot and Garage Repairs (Multiple Campuses)
- Deferred Maintenance
- GASB Benefits Allocation\Classroom/Lab Improvements and Contingency.

Dr. Ford Fisher apprised that Bob McCracken would provide an overview of the proposed budget reallocation and respond to questions from the Board.

Mr. McCracken provided an overview of the current fiscal year budget and noted that the proposed amendment would allocate excess revenue to fund one-time expenditures, including laboratory enhancements, equipment and supplies, student services, and preventive maintenance.

Trustee Richart requested additional information regarding the proposed student services expenditure. Dr. Frances Villagran-Glover, President, HCC Southeast, noted that the funding would support the implementation of a one-stop student services model to enhance access to student support services.

Trustee Cheben inquired about the year-end Governmental Accounting Standards Board (GASB) benefit allocation. Mr. McCracken noted that the GASB allocation is included annually as part of the budget and apprised that the College is required to record the amount provided by the State. He further noted that the College received a favorable adjustment during the previous fiscal year; however, the adjustment could fluctuate in the opposite direction during the next fiscal year.

Trustee Loredó referenced the laboratory enhancements and requested that the College consider developing multi-use laboratories across the campus. Mr. McCracken noted that the Chancellor has directed the administration to evaluate options for implementing multi-use laboratory spaces.

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

APPROVAL OF FY 2026 BUDGET AMENDMENT #2

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

Dr. Ford Fisher noted that the administration recommends approval of the FY 2026 Budget Amendment #2 to fund the Enterprise Resource Planning System. She apprised that Bob McCracken would provide an overview and respond to questions.

Mr. McCracken noted that the requested funding would support the implementation of the Enterprise Resource Planning (ERP) system as the College moves forward with identifying the system and initiating the implementation process.

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

ADOPT BOARD SELF-ASSESSMENT INSTRUMENT FOR 2025-2026

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

Trustee Loreda noted that the Board Self-Assessment will be held at the retreat in August 2026.

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

ADOPT CHANCELLOR'S PERFORMANCE EVALUATION INSTRUMENT FOR 2025-2026

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

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

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: _____

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

June 17, 2026

Minutes

The Board of Trustees of Houston City College held a Regular Meeting on Wednesday, June 17, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Chair
Sean Cheben, Secretary
Cynthia Lenton-Gary
Renee Patterson
Monica Richart
Pretta VanDible Stallworth (Via Video Conference)
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
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
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Karen Schmidt, Executive Director, HCC Foundation
Nathan Smith, Faculty Senate President
Barry Sullivan, Chief Information Officer
Michael Webster, President, HCC Southwest
Izzy Flowers for 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

David Thompson, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Eva Loreda, Chair, called the meeting to order at 4:00 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, Lenton-Gary, Loreda, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE

Trustee Renee Patterson led in the prayer and pledges.

APPROVAL OF MINUTES FOR APRIL 2026

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

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

AWARDS, PRESENTATIONS, AND RECOGNITIONS

- Qualcomm Check Presentation
- Recognition of Juneteenth

CHAIR'S REPORT

TRUSTEE DISTRICT REPORT

District I – Trustee Richart noted that she attended the Houston Dynamo event and expressed excitement regarding the partnership opportunity. She apprised that she attended the Space Center Houston Memorandum of Understanding (MOU) signing on June 9 and expressed enthusiasm for the initiatives expected to result from the partnership.

District II – Trustee Patterson announced the graduation of her son from Fisk University on May 3. She expressed appreciation to Houston City College, Dr. Jerome Drain, President, HCC Online, for offering the course he needed to successfully complete the requirements for graduation.

District V – Trustee Cheben congratulated the team supporting the Tesla Program and noted that the second cohort has commenced. He attended a job fair with General American Transportation Corporation (GATX) from Louisiana and acknowledged the collaborative efforts with Houston Public Works to discuss workforce development opportunities at HCC Northeast.

Trustee Cheben also recognized Trustee Loreda's leadership and requested the Board's support in submitting her nomination for the Association of Community College Trustees (ACCT) Trustee Leadership Award.

Houston City College
Regular Meeting – June 17, 2026 - Page 3

District VI – Trustee Wilson noted that Qualcomm served as a sponsor for the data initiative. He further noted that he attended a forum hosted by the Katy Area Chamber of Commerce, where Dr. Kenneth Tidwell, Vice President, HCC Northwest, represented Houston City College.

District VII – Dr. Lenton-Gary expressed her support for Trustee Cheban's request to nominate Trustee Loredo for the Association of Community College Trustees (ACCT) Trustee Leadership Award.

District VIII – Trustee Loredo expressed her appreciation to the Board for its support and noted that the Board operates as a unified team. She apprised that she had the opportunity to attend the Honor Flight in Washington, D.C., with her brother in May, where a 101-year-old World War II veteran participated in the ceremony. She attended the Women Veterans of Texas event hosted by the City of Houston and also participated in several Memoranda of Understanding (MOU) signing ceremonies on behalf of Houston City College.

BOARD MEETING SCHEDULE

Trustee Loredo announced the next Committees/COTW meetings will be held on Wednesday, August 5, 2026, the Regular meeting on Wednesday, August 19, 2026, and the Special Meeting (Board Retreat) on Friday, August 21, 2026.

CHANCELLOR'S REPORT

Dr. Ford Fisher provided a report on the following:

- 2026 Texas Corequisite Conference, sponsored by THECB and Florida State University, was held May 18-19, 2026, at HCC West Houston Institute
- May 29, HCC hosted Bjoern Watne, INTERPOL's Global Chief Information Security Officer, at West Loop Campus
- HCC Dynamo from the Field to Your Future was held on June 4; HCC partnered with Houston Dynamo, linking students and families to HCC programs, career pathways, and hands-on opportunities.
- HCC + Space Center Houston Partnership MOU Signing was held on June 9, 2026, at West Houston Institute
- Bloomberg Philanthropies Investment: 17 million Workforce Initiative to launch Gulf Coast
- Enrollment Update and Student Success Outcomes
 - FY 2026 vs. End of Year FY 2020 through FY 2024
 - HCC Total Enrollment Comparison: Summer 2025 vs. Summer 2026
 - HCC Total Enrollment Comparison: Fall 2025 vs. Fall 2026
 - Success in Development Coursework

FACULTY SENATE REPORT

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

Dr. Smith noted that this would be his final report as Faculty Senate President and offered general reflections on his tenure. He noted that one of the challenges facing higher education is

maintaining its relevance and emphasized that achieving educational excellence requires continued commitment and effort.

STAFF SENATE REPORT

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

- Hosted General Body and Council meetings.
- Noted that the Wellness Walk was held at HCC Central on May 14.
- Apprised the Board that the Staff Senate organized a toiletries drive, with donations collected during the week of June 8.
- Noted that the Staff Conference is scheduled for June 26, 2026, at the West Houston Institute (WHI) from 8:00 a.m. to 4:00 p.m. She further noted that the conference is sold out and that all internal panels will participate.
- Announced that the next General Body Meeting is scheduled for July 31, 2026, at 3100 Main.

HEARING OF THE CITIZENS

The following citizen spoke before the Board:

- Jessica Bernal

Trustee Loredó noted that the agenda would be taken out of order to consider the Consent Agenda prior to adjourning to Closed Session.

CONSENT AGENDA

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

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

- Acceptance of Donated Items
- Information Technology, Bachelor of Applied Technology
- Early Childhood Education and Teaching, Bachelor of Applied Science
- Project Management, Bachelor of Applied Science
- Radiation Therapy, Associate of Applied Science
- Radiation Therapy, Advanced Technical Certificate
- Cancer Data Management, Advanced Technical Certificate
- Kitchen & Bath Design C2 Deactivation
- Approval of the Unrestricted (Operating) Budget for Fiscal Year 2026-2027
- Approval of Restricted Budget for Fiscal Year 2026-2027
- Approval of the Auxiliary Budget for Fiscal Year 2026-2027
- Approval of Capital and Technology Plan Budget for Fiscal Year 2026-2027
- Monthly Investment Report, Financial Statement and Budget Review for April 2026
- Approval of FY 2026 Budget Amendment #1

Houston City College
Regular Meeting – June 17, 2026 - Page 5

- Approval of FY 2026 Budget Amendment #2
- Adopt Board Self-Assessment Instrument for 2025-2026
- Adopt Chancellor's Performance Evaluation Instrument for 2025-2026

ADJOURNED TO CLOSED SESSION

Trustee Eva Loredó adjourned the meeting to Executive Session at 4:48 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 Loredó 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 Loredó reconvened the meeting in Open Session at 5:20 p.m. and entertained any motions on pending matters.

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

TOPICS FOR DISCUSSION AND/OR ACTION

SOLE SOURCE CONTRACT AWARDS FOR FISCAL YEAR 2027

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute contracts with various sole source suppliers for items/services that are listed on the attached document and noted that Bob McCracken, Vice Chancellor, Administration and Operations, would provide the overview and entertain questions.

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

COOPERATIVE CONTRACT AWARDS FOR FISCAL YEAR 2027

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute contracts available through governmental cooperative purchasing programs with various suppliers for goods and services approved in the Fiscal Year 2027 Budget. She apprised that Bob McCracken was available to address questions regarding the item.

Trustee Cheben referenced the technology-related items and inquired when the College would be in a position to conduct competitive solicitations to ensure the best pricing.

(Dr. Tamez stepped out at 5:26 p.m.)

Dr. Dietrich von Biedenfeld, CPPO, Executive Director of Procurement Operations, apprised that the College compares cooperative pricing to ensure competitive rates. He noted that

cooperative purchasing agreements leverage significant purchasing volume, which often results in lower pricing than an individual entity could obtain independently. He apprised that the College compares available cooperative purchasing options to determine the best value for the institution.

(Dr. Tamez returned at 5:27 p.m.)

Trustee Cheben requested that the College consider issuing Requests for Proposals (RFPs) for certain items to ensure the best value.

Dr. VanDible Stallworth noted that \$10 million had been approved for the Enterprise Resource Planning (ERP) system. Mr. McCracken clarified that no vendor has been approved.

Dr. VanDible Stallworth inquired whether the College was agreeing to a three-year contract with Oracle through the cooperative purchasing agreement. Mr. McCracken noted that the three-year term relates to Taleo, Oracle's talent management and recruiting system used for Talent Engagement. He apprised that the timing would provide approximately six to nine months of overlap and more favorable pricing. He further noted that Taleo would cost approximately \$43,000 annually for each of the three years.

Dr. VanDible Stallworth inquired whether the systems would remain applicable if the College selected a different vendor for the ERP system. Mr. Barry Sullivan, Chief Information Officer, noted that the Supercluster would transition to the cloud and apprised that the current system is at the end of life. He apprised that the College's current PeopleSoft system would move to the cloud.

Trustee Loredó inquired whether the Supercluster component could be pulled from consideration. She expressed concern regarding the College potentially approving a three-year commitment. Mr. McCracken clarified that only the Taleo system was proposed for a three-year term. He apprised that the other items were for one year and would be considered annually. He noted that Dr. VanDible Stallworth was correct that the College would be operating the systems concurrently during the transition.

Trustee Cheben inquired about the impact of postponing the Supercluster item until August 2026. Mr. Sullivan noted that PeopleSoft could remain on the existing system for only a limited period because the College was in the process of transitioning. He apprised that the intent was to complete the transition as soon as possible. He noted that the College would need to transition off the Supercluster because it has reached the end of life and Oracle granted the College an extension.

Trustee Cheben noted that based on the information provided, it appeared the Supercluster could remain operational for the next three years. Mr. Sullivan apprised that transitioning to the cloud was the best option. Mr. McCracken clarified that the amount presented was for one year.

Dr. VanDible Stallworth noted that further discussion regarding the matter would need to occur in closed session and requested that the Oracle component be pulled from consideration.

(Trustee Patterson stepped out at 5:38 p.m.)

Amended Motion – Dr. Pretta VanDible Stallworth motioned to remove the Oracle agreement for \$1.7 million from the Contract Cooperative Award List. Dr. Adriana Tamez seconded.

(Trustee Patterson returned at 5:39 p.m.)

Vote – The motion passed with a vote of 7-1, with Trustees Loreda, Cheben, Lenton-Gary, Patterson, Richart, Tamez, and VanDible Stallworth in favor; and Wilson opposed.

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

AUTHORIZE EXECUTION OF CHOICE PARTNERS CONTRACT WITH E CONTRACTORS USA, LLC (REQUEST FOR QUOTE 26-04)

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute a contract with E Contractors USA, LLC, and advised that Bob McCracken will entertain questions.

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

AUTHORIZE EXECUTION OF BUYBOARD CONTRACT WITH AMERICAN MECHANICAL SERVICES OF HOUSTON, LLC (AMS) (REQUEST FOR QUOTE 26-03)

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute a contract with BuyBoard Contract DBA American Mechanical Services of Houston, LLC (AMS) and apprised that Bob McCracken will entertain questions.

(Dr. Tamez stepped out at 5:46 p.m.)

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

SOLE SOURCE CONTRACT AWARD ADVANCED MANUFACTURING ROBOT TRAINERS KUKA

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute a contract with Advanced Manufacturing Robot Trainers KUKA and advised that Bob McCracken will entertain questions.

Vote – The motion passed with a vote of 7-0, with Trustees Loredó, Cheben, Lenton-Gary, Patterson, Richart, VanDible Stallworth, and Wilson in favor.

COOPERATIVE CONTRACT AWARD ADVANCED MANUFACTURING ROBOT TRAINERS FANUC

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to enter into a cooperative contract with Technical Laboratory Systems, Inc. under the Interlocal Purchasing System (TIPS) Contract to provide five (5) FANUC Paint Robots in support of HCC's Advanced Manufacturing Center of Excellence.

Vote – The motion passed with a vote of 7-0, with Trustees Loredó, Cheben, Lenton-Gary, Patterson, Richart, VanDible Stallworth, and Wilson in favor.

FULL-TIME FACULTY ACADEMIC YEAR CONTRACT RENEWALS

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

Dr. Ford Fisher noted that the item presents full-time faculty contract renewals. She apprised that Rodney Nathan, Vice Chancellor for Talent Engagement and Chief Human Resource Officer, would address any questions regarding the item.

Vote – The motion passed with a vote of 7-0, with Trustees Loredó, Cheben, Lenton-Gary, Patterson, Richart, VanDible Stallworth, and Wilson in favor.

APPROVAL OF RESOLUTION REGARDING THE GULF COAST TRADEUP CAREERS PROGRAM

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

Dr. Ford Fisher noted that the item is a recommendation to approve the resolution authorizing the launch of the Gulf Coast TradeUp Careers Program and authorize the Chancellor to execute a Memorandum of Understanding (MOU) with the Houston City College Foundation to implement the program. She apprised that Dr. Nicole Montgomery, General Counsel, was available to address questions regarding the item.

Dr. Montgomery noted that the item would authorize HCC to launch the Gulf Coast TradeUp Careers Program.

Dr. Christina Tobin, Associate Vice Chancellor of Work-Based Learning and Industry Partnerships, provided an overview of the program and initiative. She noted that the initiative is anticipated to result in approximately 1,300 students attending HCC and transitioning into apprenticeship programs upon graduation.

Dr. Ford Fisher noted that HCC was recognized at the Greater Houston Partnership (GHP) and apprised that Bloomberg representatives expressed that HCC's presentation was among the best they had received.

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

(Trustee Patterson stepped out at 6:00 p.m.)

FACILITY MASTER PLAN UPDATE

Dr. Ford Fisher noted that the item provides an update on the Facility Master Plan and advised that Bob McCracken was available to address questions.

Mr. McCracken introduced Jamie Flatt, Stantec, to provide an overview of the Facility Master Plan.

Ms. Flatt reported on the following:

- Facility Master Planning at HCC
- Purpose
- Current Facility Use Analysis
- Current Enrollment for AY 2025 (Fall 2024) by Number Enrolled in Course
- Rooms in Use by Campus with Total Available for AY 2025, Classroom/Lecture
- Room Utilization by Building - Example
- In-Person Enrollment Trend by Campus

(Trustee Patterson returned at 6:08 p.m.)

- Projected Space Needs/Surplus
- Recommendations by Building and Campus
- Recommendations by Building and Campus

Trustee Loredo noted that she would like the presentation to be repeated at the August meeting to allow additional time for discussion.

Trustee Cheben referenced Slide 15 and requested a deeper review of the data composition and supporting information.

Dr. VanDible Stallworth inquired about scheduling decisions made by the Deans that impact space utilization, including how those determinations are made.

Dr. Ford Fisher referenced the space utilization and apprised that the College Presidents are working to ensure appropriate course offerings across all campuses to accommodate both academic and workforce programs. She apprised that the utilization charts reflect usage during the reporting period and that the Presidents are working toward a more robust and comprehensive approach to programming and space utilization.

(Trustee Patterson left at 6:15 p.m.)

Houston City College
Regular Meeting – June 17, 2026 - Page 10

Trustee Wilson noted that there should be an assessment demonstrating projected growth and student demand. He apprised that the College may be moving ahead of the demonstrated need and noted that the College should align facilities where students are located and demand exists.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 6:17 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

ACTION ITEM

Meeting Date: August 19, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
1.	Acceptance of Donated Items	Dr. Margaret Ford Fisher Robert McCracken

RECOMMENDATION

Acceptance of the donated items by the following donors:

- Ann Beheler
- AT&T
- California State University Northridge (Apple)
- Coca-Cola Southwest Beverages
- Don McGill Toyota
- Eric Gruetzner
- Frito-Lay
- PrimeWay
- The Home Depot
- Urban Circle
- Waste Management

COMPELLING REASON AND BACKGROUND

This gift will support student success across Houston City College.

FISCAL IMPACT

Donation Value: In-kind contribution at a total of \$81,003.42

Additional Costs: No additional costs included in HCC Budget

STRATEGIC ALIGNMENT

1. *Student Success*

ATTACHMENTS:

Description	Upload Date	Type
In-Kind Donation Acknowledgement Letters	7/9/2026	Attachment

This item is applicable to the following: Northeast, Southeast, Southwest, District



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HCC Chancellor

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

July 7, 2026

Ann Beheler
Box 1197
Grandview, Texas 76050

Dear Ms. Beheler,

Thank you for the in-kind donation of your preparation and presentation at the annual HCC Artificial Intelligence Symposium. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$200.00. 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.



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HCC Chancellor

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HCC Foundation President

July 7, 2026

Ashley Burgess
Texas AT&T
Houston, Texas

Dear Ms. Burgess,

Thank you for the in-kind donation of a Raspberry Pi Starter Kit, Keurig K Brew + Chill Coffee Maker, and Beats by Dr. Dre Studio wireless ear buds. The donation excited the students for the inaugural HCC Hack-A-Thon. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$588.94. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Foundation President

July 7, 2026

Charles Stein
AT&T
Houston, Texas

Dear Mr. Stein,

Thank you for the in-kind donation of 25 laptops through Compudopt for the annual Youth and Teen Symposium at Houston City College. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$7,500.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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July 7, 2026

Nicole Ipach
Vice President, University Relations and Advancement
California State University, Northridge Foundation
18111 Nordhoff Stree, Valera Hall 110
Northridge, CA 91330-8296

Dear Ms. Ipach,

Thank you for the in-kind donation Apple technology for the Digital and Information Technology programs at Houston City College. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$48,795. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Foundation President

July 6, 2026

Ada Ortega
Director of Public Affairs, Communications and Sustainability
10475 Deer Trail Drive
Houston, Texas 77038

Dear Ms. Ortega,

Thank you for the in-kind donation of water bottles for Houston City College and the Digital and Information Technology Center of Excellence STEM Camps. The donation will enable students to participate and stay hydrated at this year's summer programs. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$304.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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Sincerely,

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President, Houston City College Foundation

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May 14, 2026

Chad Mahaffey
Don McGill Toyota
General Manager

Mr. Mahaffey:

Thank you for the wonderful in-kind donation of a 2017 Toyota Camry for use in our Automotive Technology Program at the Houston City College Northeast campus. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$9,575. Your generosity has furthered the efforts of the student programs at Houston City College.

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President, Houston City College Foundation

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July 6, 2026

Eric Gruetzner
Attorney at Law
10006 Cucklebur Circle
Houston, Texas 77095

Dear Mr. Gruetzner,

Thank you for the in-kind donation of variety of snacks and water bottles for Houston City College - Southeast summer camps. The donation will enable students to participate and stay hydrated and fulfilled at this year's summer programs. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$120.39. Your generosity has furthered the efforts of the student programs at Houston City College.

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Sincerely,

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HCC Foundation President

July 6, 2026

Carlos Becerra
Frito-Lay North America
3310 36th Division Memorial Highway
Rosenberg, Texas 77471

Dear Mr. Becerra,

Thank you for the in-kind donation of twelve cases of snacks for Houston City College - Southwest and the Digital and Information Technology Center of Excellence STEM Camps. The donation will enable students to participate and stay fulfilled at this year's summer programs. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$216.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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HCC Foundation President

July 7, 2026

Mike Green
PrimeWay Federal Credit Union
PO Box 53088
Houston, Texas 77052

Dear Mr. Green,

Thank you for the in-kind donation of breakfast for the Corequisite Conference on May 19, 2026, at Houston City College. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$2,246.24. 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.

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Sincerely,

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HCC Chancellor

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HCC Foundation President

July 6, 2026

Kevin Lu
Store Manager
The Home Depot #0584
Houston, Texas

Dear Mr. Lu,

Thank you for the in-kind donation of a pallet of soil for Houston City College Southeast. The donation will support the beautification of the college. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$498.50. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

July 6, 2026

Chris Egle, CAS
Urban Circle
Pearland, Texas

Dear Mr. Egle,

Thank you for the in-kind donation of 350 backpacks for Houston City College – College Readiness. The donation will support student success at the college. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$5,407.50. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

July 6, 2026

Chris Egle, CAS
Urban Circle
Pearland, Texas

Dear Mr. Egle,

Thank you for the in-kind donation of 200 T-shirts for Houston City College Northeast summer camps. The donation will support student success at the college. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$2,298.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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Treasurer

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HCC Chancellor

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

May 27, 2026

Max Willingham
Waste Management
Senior Specialist

Mr. Willingham:

Thank you for the wonderful in-kind donation of Hygiene and Snack Kits for use in our Student Success Center at the Houston City College Northeast campus. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the August 19, 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 \$3,253.85. 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: August 19, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
2.	FY 2027 Internal Audit Plan for Approval	Dr. Margaret Ford Fisher Terry Corrigan

RECOMMENDATION

Approve the FY 2027 Internal Audit Plan.

COMPELLING REASON AND BACKGROUND

Annual approval of the Internal Audit Plan per the Board of Trustees adopted Audit Committee Action Calendar.

Global Internal Audit Standard (GIAS) 8.1 Board Interaction requires "The chief audit executive must report to the board and senior management the internal audit plan and budget and subsequent significant revisions to them."

GIAS 9.4 Internal Audit Plan requires "The chief audit executive must discuss the internal audit plan, including significant interim changes, with the board and senior management. The plan and significant changes to the plan must be approved by the board."

FISCAL IMPACT

Department functions per approved operating budget.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
FY 2027 Internal Audit Plan -Presentation	7/24/2026	Presentation
FY 2027 Internal Audit Plan - Proposed	7/28/2026	Attachment

This item is applicable to the following: District



FY 2027 Internal Audit Plan

Dr. Margaret Ford Fisher, Chancellor

Terry Corrigan, Executive Director, Internal Audit

August 5, 2026

FY 2027 Internal Audit Plan

Presentation Contents

- ▣ Plan Development Considerations
- ▣ Projects Types
- ▣ Planned Projects

FY 2027 Internal Audit Plan

Plan Development Considerations

1. Input received from the governing board members
2. Enterprise risk management assessment (23 interviews, 239 risks)
3. External consultants use
4. External Audits
5. Top risks identified by the United Educator's Risk Management Premium Credit program
6. Top risks identified by the University Risk Management Association
7. 2026 KPMG Internal Audit Key Risk Areas
8. The Institute of Internal Auditors (IIA) International Professional Practices Framework (IPPF) comprised of Global Guidance
9. Texas Internal Auditing Act
10. Alignment with HCC's strategic priorities

Proposed FY 2027 Internal Audit Plan is attached in the package.

FY 2027 Internal Audit Plan

Project Types

1. Operational
2. Compliance
3. Information Technology
4. Advisory Services
5. Administrative
6. Observation Action Plan Follow-Ups

FY 2027 Internal Audit Plan

Planned Projects

Operational Audit Projects		
No.	Project	Description
27-O-1	Deferred Maintenance	Governance, risk and controls (GRC) propriety review. Review propriety of the program for identifying, risk assessing, prioritizing, cost tracking, and reporting on maintenance projects.
27-O-2	Asset Management	Governance, risk and controls (GRC) propriety review. Follow up on the newly established HCC Regulation. Review the propriety of processes for staff training and compliance with the HCC Regulation procedures and processes.
27-O-3	Minors on Campus	Governance, risk and controls (GRC) propriety review. Follow up on the newly established HCC Regulation. Review the propriety of processes for staff training and compliance with the HCC Regulation procedures and processes.
Compliance Audit Projects		
27-C-1	Campus Safety & Environmental Operations Management	Planning for campus safety & environmental legal policy compliance management reviews.
27-C-1-1	Northwest College	Safety & environmental legal policy compliance.
27-C-1-2	Southeast College	Safety & environmental legal policy compliance.
27-C-1-3	Southwest College	Safety & environmental legal policy compliance.

FY 2027 Internal Audit Plan

Planned Projects (Cont'd)

Information Technology Audit Projects		
No.	Project	Description
27-I-1	Student Information System Controls (PS Campus Solutions)	The objective of this audit is to evaluates the design and effectiveness of key business and IT controls within the PeopleSoft Campus Solutions environment to ensure the confidentiality, integrity, and availability of student data and academic records. The criteria for this engagement will include the standards established by TAC 202.
27-I-2	IT Cyber Security Audit	The objective of the audit is to determine whether cybersecurity risks are appropriately managed, security controls are operating effectively, and the organization is complying with applicable regulatory, industry, and internal security requirements. The criteria for this engagement will include the standards established by TAC 202 and IIA Topical Requirements.

FY 2027 Internal Audit Plan

Planned Projects (Cont'd)

Advisory Services Projects		
No.	Project	Description
27-S-1	Committees & Task Forces	Participate on committees and task forces providing risk management and control advice.
27-S-1-1	AI Governance Implementation	Governance, risk and controls (GRC) propriety review.
27-S-1-2	ERP Conversion	Governance, risk and controls (GRC) propriety review.
27-S-2	Special Projects & Examinations	Responsive to provide services as required.
27-S-3	ERM Top 10 Risks Baseline Assessment	Review for integrity and validity of assessments and information.
27-S-4	Procurement Processing	Review the procurement processes to help streamline the system.
27-S-4-1	Vendor 1	Review the vendor payments approval process propriety.
27-S-4-2	Vendor 2	Review the vendor payments approval process propriety.
27-S-4-3	Vendor 3	Review the vendor payments approval process propriety.
27-S-4-4	Vendor 4	Review the vendor payments approval process propriety.
*26-S-6-1	Procurement Activity Tracking Management	Governance, risk and controls (GRC) propriety review. Review the efficiency and effectiveness of procurement processing.
*26-S-6-2	Data Hosting Vendors Management	Governance, risk and controls (GRC) propriety review. Review for data security.

* Carry-over/continued projects from FY 2026 Internal Audit Plan

FY 2027 Internal Audit Plan

Planned Projects (Cont'd)

Administrative Projects		
No.	Project	Description
27-A-1	FY 2028 Audit Planning & ERM Assessment	Collaborate with HCC Risk Management to update the Enterprise Risk Management (ERM) assessment & audit planning.
27-A-2	TeamMate IA Management System	TeamMate software system maintenance & improvement.
27-A-3	External Quality Assurance Review	Providing assistance to the external quality assurance reviewer.
27-A-4	FY 2026 Annual Audit Report	Compile and prepare State required annual audit report.
27-A-5	External Audits Monitoring	Monitor external audit activities on HCC and related observation action plans.
27-A-6	Lunch and Learns	Presentations to HCC's general personnel to raise awareness on fraud deterrence, risk management, internal control & compliance.
27-A-7	Newsletters	Newsletters to HCC's general personnel to raise awareness on fraud deterrence, risk management, internal control & compliance.
Observation Action Plan Follow-ups		
27-F-1	Observation Action Plan Follow-ups	Follow-up on completion of audit observations action plans

FY 2027 Internal Audit Plan

We recommend the Board of Trustees approve the proposed FY 2027 Internal Audit Plan.

Thank You
Questions?



Internal Audit Plan

Fiscal Year 2027

Approved by Board of Trustees _____

Internal Audit Plan Fiscal Year 2027

Executive Summary

The purpose of the Internal Audit Plan (Plan) is to outline audits and other activities the Houston City College (HCC) Internal Audit Department (IA) will conduct during fiscal year 2027. The Plan's development and approval are intended to satisfy requirements under Board Bylaws, Board Policy CDC (LOCAL), Audit Committee Charter, HCC's Internal Audit Department Charter, The Institute of Internal Auditors (IIA) International Professional Practices Framework (IPPF), and Texas Internal Auditing Act. Time is built into the Plan for IA to be agile and responsive to board and management concerns that come up during the fiscal year.

A significant amount of time will be devoted to collaborating with HCC's Vice Chancellor, Administration and Operations and other control monitoring functions within HCC to further refine the Enterprise Risk Management (ERM) Assessment Program in FY 2027. The plan includes time for reviewing the integrity and validity of assessments and information provided to the board on the top 10 risks identified in HCC's ERM Assessment.

Plan Development Methodology

The HCC audit universe is developed through HCC's ERM Assessment Program (239 risks assessed). The High Risk Audit Candidates are updated in Attachment I based on the assessment of the following: 1) governing board members input, 2) ERM interviews conducted with the Chancellor, Chancellor's Executive Council members and other chief executives (23 interviews), 3) external consultants use, 4) external audits, 5) top risks identified by the United Educator's Risk Management Premium Credit program, 6) top risks identified by the University Risk Management Association, 7) 2026 KPMG Internal Audit Key Risk Areas, 8) Institute of Internal Auditors (IIA) International Professional Practices Framework (IPPF) 9) Texas Internal Auditing Act, and 10) alignment with HCC's strategic priorities. The plan includes an External Quality Assurance Assessment as required by the Global Internal Audit Standards to be performed at least every five years.

Internal Audit Available Time

Total Hours (7 staff * 261 days *8 hours)	14,616	100%
Less: Staff Vacancies	0	0%
Estimated Vacation, Holiday, Sick, Personal, and Other	2,968	20%
Training	840	6%
Various Meetings & Departmental Administration	2,660	18%
Total Hours Available for Audits & Other Projects	8,148	56%

Description of Project Types

Operational: These are projects in which some activity or other management assertion is evaluated so that improvements to operating efficiency and effectiveness can be made. These can also be projects in which the object is to develop new information on an activity so that management can use that information in their decision-making process.

Compliance: Reviews focused on ensuring compliance with regulations and HCC policies.

Information Technology: Governance assessments in support of HCC's strategies and objectives. TAC 202 compliance assurance.

Advisory Services: Consulting projects that improve management of risks, add value, and improve the organization's operations, including special projects requested by the Board or management, participating in HCC committees and task forces, and providing investigation services.

Administrative: Administrative projects within the department such as performing enterprise risk assessments, preparing the next fiscal year's audit plan, performing quality assurance, preparing the Annual Audit Report, newsletters, and lunch & learns.

Observation action plan follow-ups: These are on-going status reviews on the resolution of deficiencies identified in past audits to ensure management completed action plans.

FY 2027 Internal Audit Plan

No.	Project	Description	Hours
Operational Audit Projects			
27-O-1	Deferred Maintenance	Governance, risk, and controls (GRC) propriety review. Review propriety of the program for identifying, risk assessing, prioritizing, cost tracking, and reporting on maintenance projects.	480
27-O-2	Asset Management	Governance, risk, and controls (GRC) propriety review. Follow up on the newly established HCC Regulation. Review the propriety of processes for staff training and compliance with the HCC Regulation procedures and processes.	400
27-O-3	Minors on Campus	Governance, risk, and controls (GRC) propriety review. Follow up on the newly established HCC Regulation. Review the propriety of processes for staff training and compliance with the HCC Regulation procedures and processes.	400
Information Technology Audit Projects			
27-I-1	Student Information System Controls (PS Campus Solutions)	The objective of this audit is to evaluate the design and effectiveness of key business and IT controls within the PeopleSoft Campus Solutions environment to ensure the confidentiality, integrity, and availability of student data and academic records. The criteria for this engagement will include the standards established by TAC 202.	520
27-I-2	IT Cyber Security Audit	The objective of the audit is to determine whether cybersecurity risks are appropriately managed, security controls are operating effectively, and the organization is complying with applicable regulatory, industry, and internal security requirements. The criteria for this engagement will include the standards established by TAC 202 and IIA Topical Requirements.	520
Compliance Audit Projects			
27-C-1	Campus Safety & Environmental Operations Management	Planning for campus safety & environmental legal policy compliance management reviews.	320
27-C-1-1	Northwest College	Safety & environmental legal policy compliance.	240
27-C-1-2	Southeast College	Safety & environmental legal policy compliance.	240
27-C-1-3	Southwest College	Safety & environmental legal policy compliance.	240
Advisory Services Projects			
27-S-1	Committees & Task Forces	Participate in committees and task forces providing risk management and control advice.	240
27-S-1-1	AI Governance Implementation	Governance, risk, and controls (GRC) propriety review.	240
27-S-1-2	ERP Conversion	Governance, risk, and controls (GRC) propriety review.	240
27-S-2	Special Projects & Examinations	Responsive to provide services as required.	400
27-S-3	ERM Top 10 Risks Baseline Assessment	Review for integrity and validity of assessments and information.	640
27-S-4	Procurement Processing	Review the procurement processes to help streamline the system.	160
27-S-4-1	Vendor 1	Review the vendor payments approval process propriety.	240
27-S-4-2	Vendor 2	Review the vendor payments approval process propriety.	240
27-S-4-3	Vendor 3	Review the vendor payments approval process propriety.	240
27-S-4-3	Vendor 4	Review the vendor payments approval process propriety.	240
*26-S-6-1	Procurement Activity Tracking Management	Governance, risk, and controls (GRC) propriety review. Review the efficiency and effectiveness of procurement processing.	240
*26-S-6-2	Data Hosting Vendors Management	Governance, risk, and controls (GRC) propriety review. Review for data security.	240
* Carry-over/continued projects from FY 2026 Internal Audit Plan			

FY 2027 Internal Audit Plan (Cont'd)

No.	Project	Description	Hours
Administrative Projects			
27-A-1	FY 2028 Audit Planning & ERM Assessment	Collaborate with HCC Risk Management to update the Enterprise Risk Management (ERM) assessment & audit planning.	680
27-A-2	TeamMate IA Management System	TeamMate software system maintenance & improvement.	40
27-A-3	External Quality Assurance Review	Providing assistance to the external quality assurance reviewer.	160
27-A-4	FY 2026 Annual Audit Report	Compile and prepare State required annual audit report.	40
27-A-5	External Audits Monitoring	Monitor external audit activities on HCC and related observation action plans.	40
27-A-6	Lunch and Learns	Presentations to HCC's general personnel to raise awareness on fraud deterrence, risk management, internal control & compliance.	160
27-A-7	Newsletters	Newsletters to HCC's general personnel to raise awareness on fraud deterrence, risk management, internal control & compliance.	80
Observation Action Plan Follow-ups			
27-F-1	Observation Action Plan Follow-ups	Follow-up on completion of audit observations action plans	228

Attachment I

FY 2027

High Risk Audit Candidates

<u>Risk Category</u>	<u>Risk Area</u>	<u>Risk Factors</u>	<u>Internal & External Audit and Consultant Coverage</u>
Financial	Funding Model Financial Stability	Uncertainty with the three main funding mix. Property valuations, homestead exemptions, and tax rates. Changing state funding model based on "Credentials of Value." Pressures to flatten tuition and reduce fees charged. Decline in enrollment, increased tuition discounting reducing income.	24-S-2-3 State Funding & Student Enrollment Information
Technology	IT Systems Access/ Cyber Security/ Data Recovery	System access privileges (initial, change in person's status, terminations), access security (user id/password/biometric), security, policy, performance audit/review, application across platforms, ease of use.	26-I-1 IT Disaster Recovery/BCP 25-O-1 IT Disaster Recovery Rapid 7 – pen testing 23-C-2 PCI Data Security Standard 22-O-2 IT Cyber & Data Security and Governance 22-O-3 IT Disaster Recovery 21-O-2 IT Active Directory & Windows Server 19-O-3 IT Disaster Recovery-BCP 18-O-3 PS Applications Controls 17-3 IT Cyber and Data Security
Students	Enrollment - growth, retention, contraction	Taking advantage of opportunities for student growth in out of district areas and online learning. Changing demographics (population of target age groups), strong competition for students by other institutions increasing cost to attract and support student success; veterans, marketing/outreach to potential applicants, admissions/enrollment process, academic advising, counseling services, availability of courses/affordable housing, location as an impediment (urban vs suburban/rural, region, etc)	20-O-1 Enrollment Trellis Foundation Huron Consulting Kennedy & Company
Technology	Artificial Intelligence	Implementing a systematic approach to the identification of ever-increasing categories of AI risks such as data privacy, algorithm bias and regulatory compliance prior to the adoption of artificial intelligence systems to supplement or replace existing equipment and people.	None

<u>Risk Category</u>	<u>Risk Area</u>	<u>Risk Factors</u>	<u>Internal & External Audit and Consultant Coverage</u>
Technology	Enterprise Resource Planning (ERP) System Replacement	Critical business processes fail or are significantly impaired during or after go-live, impacting ordering, procurement, payroll, billing, or financial close activities. Historical and current data is inaccurately converted, incomplete, duplicated, or lost during migration. Key controls are not properly designed or implemented in the new ERP environment. Security roles, user provisioning, and system configurations create cybersecurity and access management vulnerabilities. Project costs exceed approved budgets due to scope expansion, rework, customization, or implementation delays. Major milestones are missed due to resource shortages, technical challenges, vendor performance issues, or poor planning. Employees do not understand or effectively adopt new processes and system functionality. The organization customizes the ERP extensively rather than adapting business processes to standard functionality. Interfaces between the ERP and other critical applications fail or process data incorrectly.	None
Public Safety	Campus Security & HB 33	Campus safety standards, door locking (classrooms and exterior), new hire security/emergency response training, responsibility for interior routine security, staffing of remote/low utilization areas, operating hours, open campus access, student and employee badging enforcement, campus safety committees, surveillance camera standards, lighting, access, usage, and intra building communication systems.	24-S-2-2 Security Program Dashboard Updates Berkeley Research Group – security & safety program review 19-S-3 Campus Security
Financial	Deferred Maintenance	Maintenance needs that exceed budget capacity. Identification /prioritization of maintenance, efficient maintenance/preventative maintenance program, maintenance tracking/reporting.	22-O-1 Deferred Maintenance 2019 Jacobs Engineering Facilities Assessment 24-S-2-4 Facilities and Property Information AGCM - construction project management
Public Safety	Minors on Campus	Identifying minors on campus in formal and informal programs, early college, or as guests (outreach programs, athletics, camps, summer programs, faculty guests, etc.). Injury in hazardous environments such as laboratories, Inappropriate or lack of supervision; Legally required mandatory reporting of specified events and related training of some or all institution employees.	25-O-1 Minors on Campus
Community	Policing	Firearms, arrest authority, coordination between Colleges' and local police, training (diversity, crowd control), oversight and external review, undercover work, campus versus community policing, prisoner control, confiscated property control, community outreach and education, timely and appropriate call response, adequate staff, "blue phones," incident reporting, statistics capture and reporting, communication and communication media.	25-O-2 Policing 25-C-2 Clery Act Reporting Berkeley Research Group – Security & Safety Program Review 19-S-3 Campus Security 17-4 Campus Safety and Security - Title IX/Clery/VAWA Regulatory Acts Compliance

<u>Risk Category</u>	<u>Risk Area</u>	<u>Risk Factors</u>	<u>Internal & External Audit and Consultant Coverage</u>
Students	Student Mental Health / BITAT	Student misconduct management, Behavioral Intervention & Threat Assessment Teams (BITAT) processes, threat identification and follow up tracking. Plans to address Human Trafficking risk mitigation.	24-O-2 Student Mental Health 19-O-1 Student Behavioral Intervention

ACTION ITEM

Meeting Date: August 19, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
3.	Propose Changes to FLD (LOCAL) Student Rights and Responsibilities: Student Complaints	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Norma Perez Dr. Lisa Alcorta Dr. Uchena Spenser

RECOMMENDATION

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

COMPELLING REASON AND BACKGROUND

Language has been reorganized to clarify and streamline the structure of the grievance process, including defining which persons can use the policy, defining the types of grievances permitted under the policy, and providing three layers of administrative review.

The revised policy adds new language regarding the student's right to file a complaint with the Texas Higher Education Coordinating Board after exhausting HCC's grievance process.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
FLD (LOCAL) redline	7/29/2026	Attachment
FLD (LOCAL) Policy_clean	7/24/2026	Attachment

This item is applicable to the following: District

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT COMPLAINTS

FLD
(LOCAL)

Applicability	This policy applies to all written complaints from College District students. Written complaints submitted by students or reduced to writing on behalf of the students will be processed in accordance with this student complaint policy. The College District will maintain a record of all student complaints in accordance with statutory retention schedules and other applicable requirements. All student complaints will be submitted through the College District's designated electronic complaint system in which all records will be kept. [For details, see FLD(REGULATION)]
Definitions	For purposes of This policy applies to complaints submitted by HCC students.
Scope	A student may use this policy, see to file complaints regarding the following definitions below matters:
Policy	The term "policy" shall include the corresponding legal policy and regulation.
Student Complaints	A "student complaint" is defined as an unresolved issue concerning the application of College District policy, practice, or regulation reduced to writing by the student or on behalf of the student. This includes misconduct or a condition the student personally experienced and believes to be unfair, inequitable, discriminatory, or a hindrance to the student's educational progress.
Exclusions	This policy shall not apply to decisions regarding financial aid eligibility, challenges to existing policy, or those pertaining to academic or grading matters. [See Other Complaint Processes, below]
Complaints	In this policy, the terms "complaint" and "grievance" shall have the same meaning. 1. Complaints regarding non-compliance with, or a violation of, the Texas Education Code, other Texas laws, or federal law that adversely impact affect the student and the student's access to educational services or ability to benefit from the College District's educational services. 2. Complaints alleging non-compliance with, or a violation of, a College District policy or regulation that adversely impacts the student and the student's access to educational services or activities or ability to benefit from the College District's educational services or activities. 3. Complaints regarding mistreatment by a College District employee (not otherwise covered by another policy) and the mistreatment adversely impacts the student and the student's access to educational services or activities or ability to benefit from the College District's educational services or activities.

Redline – Text deleted at TASB's recommendation.
Greenline – Existing policy language reorganized or relocated by TASB for improved organization and readability.
Blue Text – New language proposed by TASB and/or the Administration to streamline policy and align with guidance from the Board's legal counsel.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT COMPLAINTS

FLD
(LOCAL)

**Exclusions;
Other
Complaint
Processes
Procedures**

~~Student complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FLD after the relevant complaint processes outlined below are completed.~~ This policy does not apply to the following types of complaints which are addressed by other policies:

1. Complaints alleging discrimination or harassment based on race, color, gender, national origin, sex, pregnancy, childbirth, or pregnancy-related conditions, parenting status, sexual orientation, gender identity or gender expression, disability, (including failure to accommodate), age, religion, or veteran status. [See FFD series and FAA]
2. Complaints of sexual harassment, discrimination, or misconduct. [See FFD series]
3. Complaints concerning retaliation relating to discrimination and harassment. [See FFD series]
4. Complaints concerning student conduct, including complaints about disciplinary decisions or the conduct of other students. [See FLB series]
5. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CGF series]
6. Complaints concerning the withdrawal of consent to remain on campus. [See GDA]
7. Complaints concerning academic appeals/grade appeals. [See EGA]
8. Complaints regarding financial aid eligibility.
9. Complaints seeking to amend student educational records. [See FJ]
10. Complaints about occupational fraud, waste, or abuse. [See AF]
11. Complaints against a board member or the Chancellor. [See BBFB]

If the student is uncertain which procedure to use to present their complaint, the student may seek guidance from the Dean of Student Success and Engagement.

Definitions

The following definitions apply to complaints under this policy:

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT COMPLAINTS

FLD
(LOCAL)

<u>Policy</u>	<u>The term "policy" shall include the corresponding legal policy and regulation.</u>
<u>Exclusions</u>	<u>This policy shall not apply to decisions regarding financial aid eligibility, challenges to existing policy, or those pertaining to academic or grading matters. [See Other Complaint Processes, below]</u>
<u>Complaint</u>	<u>In this policy, the terms "complaint" and "grievance" shall have the same meaning.</u>
<u>Student</u>	<u>The term "student" includes:</u> • individuals who are currently enrolled in a course at the College District (including dual-credit students and continuing education students) and individuals who are not currently enrolled but have registered and paid for one or more classes for the next semester; • former students who were enrolled at HCC within the preceding 24 months prior to the filing of their complaint; and • prospective students who applied for admission to HCC (but did not enroll) within the preceding 12 months.
Notice to Students	The College District shall inform students of this policy through appropriate College District publications and on the College District's website.
Informal Resolution Process	The College District encourages students to discuss their concerns with the appropriate faculty member or campus administrator who has the authority to address the concerns and follow the procedures outlined below in order to establish and process their student complaint. concern. Concerns shall be expressedpresented as soon as possible to the supervisor of the program or department to allow early resolution at the lowest possible administrative level. Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent or as described below.
Formal Process	A student may initiate the formal process described below by filing a written complaint form within 15 business days of the date the student first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT COMPLAINTS

FLD
(LOCAL)

	<u>All student complaints will be submitted through the College District's designated electronic complaint system in which all records will be kept. [For details, see FLD(REGULATION)] This policy does not recognize complaints posted on social media.</u> The complaint form shall be filed-forwarded to <u>with</u> the lowest level administrator who has the authority to remedy the alleged problem.
Option to Continue Informal Process	If the only administrator with authority to remedy the alleged problem is the Level Two administrator, Level Three administrator, or Level Four administrator, the complaint may begin at the appropriate level, following the required deadline and information for filing the complaint within the timelines required for Level One. If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator. The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or policy, nor to. <u>This policy does not</u> require a full <u>an</u> evidentiary hearing or "mini-trial" at any level. Even after initiating the formal complaint process, students are encouraged to seek informal resolution of their concerns. A student whose concerns are resolved may withdraw a formal complaint at any time.
Academic Complaints Complaints Against Administrators	If an administrator is the subject of a student complaint alleging a violation of law or policy, the next level administrator shall be assigned beginning at the appropriate level.
Nonacademic Complaints Complaints Against Chancellor or Board Member	Student complaints alleging a violation of law or policy by the Chancellor or Board member must be reported to the Board Counsel, and complaints against a senior staff member must be reported to the College District's General Counsel as follows: [See BBFB(LOCAL)] 1. The Board Chair or Board Vice Chair shall undertake a process to resolve the complaint. 2. The Chair or Vice Chair may initiate an independent investigation of a written complaint after receiving approval from a majority of the Board. Upon approval, the Board Chair or Board Vice Chair shall consult with Board Counsel, then

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT COMPLAINTS

FLD
(LOCAL)

**Freedom from
Retaliation**

~~name an independent third party to investigate the complaint within the parameters set by the Board. The third party investigator shall provide regular reports to the Board throughout the investigation. Further, the Board Chair or Board Vice Chair shall provide regular updates to the Board through the named investigator.~~

~~If the Board Chair or Board Vice Chair finds that a Board member has violated a law or College District policy, the Board can reprimand or censure the Board member or apply any other sanction available under Texas law. If the Chair finds that the Chancellor has violated a law or College District policy, the Board can take appropriate disciplinary action, up to and including termination of employment.~~

**Ethics and
Compliance Hotline**

Neither the Board nor any College District employee shall retaliate against a student for submitting a good faith student complaint to the College District.

~~The College District is committed to creating an environment with the highest ethical standards where occupational fraud, waste, abuse, and other improprieties are not tolerated.~~

~~Effective December 1, 2016, the College District shall provide an Ethics and Compliance Hotline as an additional mechanism to encourage the reporting of alleged:~~

- ~~1. Noncompliance of laws;~~
- ~~2. Noncompliance with College District policies, regulations, or Code of Conduct; and~~
- ~~3. Occupational fraud, waste, and abuse.~~

~~Complaints from students regarding reports of occupational fraud, waste, and abuse witnessed by the students to the Ethics and Compliance Hotline are not student complaints as defined in this policy. If a student complaint is submitted to the Ethics and Compliance Hotline, as defined within this policy, such student complaint will be sent to the College District's designated electronic complaint system for appropriate handling.~~

General Provisions
Timing

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT COMPLAINTS

FLD
(LOCAL)

Written
Documentation

Complaint Content

Timelines may be modified as permitted within this policy or by mutual agreement. ~~The primary purpose of the complaint resolution process shall be to resolve concerns in an expeditious manner. The timelines set forth at each level of the process are maximums and, whenever possible, the decision-maker shall render a decision or resolution within a shorter period of time. All time limits shall be strictly followed unless modified by mutual written consent. Notwithstanding, time~~ Time limits may be extended for circumstances such as investigations or the unavailability of key personnel due to leave, absence, emergency closures, holidays, or semester breaks.

~~Should the College District fail to comply with the timelines set forth in this policy, its failure to do so shall not constitute a violation of the student's rights unless the action in question occurs more than 40 days after the time when it should have occurred. Timelines may be modified as permitted within this policy or by mutual agreement.~~

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student, at any point during the complaint process.

Student complaints and appeals ~~under this policy~~ shall be submitted in writing on a form available to students within the College District student ~~complaints~~ complaint site within timelines set forth within this policy.

~~A written complaint must be submitted to the College District via the College District's electronic complaint system by the student or designee. {See FLD(REGULATION)}~~

~~Any written communications or decisions (responses) from the appropriate administrator shall be submitted in writing and uploaded to the College District's designated electronic complaint system.~~

A written complaint must contain:

1. An explanation of the student's specific concern;
2. If applicable, a description of how the student's enrollment ~~has~~, services, or benefits have been affected;
3. The policy and/or regulation that has been violated; and
4. A description of the relief the student is seeking.

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	Copies of any documents that support the complaint must be attached to the complaint. If the student does not have copies of these documents, they may be presented at the Level One conference. After the Level One response, no new documents may be submitted by the student unless the student did not know the documents existed before the Level One conference. Responses may be hand-delivered, sent by electronic communication to the student's email address of record, or sent by U.S. Mail to the student's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline. [See FLD(REGULATION)] <u>Any written communications or decisions (responses) from the appropriate administrator shall be submitted in writing and uploaded to the College District's designated electronic complaint system.</u>
Representative	The student may designate a representative at the student's own cost, such as including an attorney or organization, through written notice to the College District at any level of this process. If a student representative is designated within three days of a scheduled conference or hearing, the College District may reschedule the conference or hearing to a later date, in order to include the College District's counsel. The College District may be represented by counsel at any level of the process.
Consolidating Complaints	Student complaints arising out of an event or a series of related events shall be addressed in one complaint. Students shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint. When two or more student complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the student complaints.
Dismissal	If the student does not respond to an administrator's request for information or a request to schedule a conference within five days of the request, the administrator may administratively dismiss the complaint on written notice to the student.
Designation of Administrators	The administrator levels are designated to reflect College District staff with authority to address complaints of different subject areas as follows:

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	1. The Level One administrator shall be the College District's dean of student services, an academic dean, a Centers of Excellence (COE) dean, or equivalent. 2. The Level Two administrator shall be the College President or designee or an associate vice chancellor or designee, or equivalent. 3. The Level Three administrator shall be the Chancellor, vice chancellor of student services or designee or the, vice chancellor of instructional services, or designee, their designees or equivalent. 4. The Level Four administrator shall be the Chancellor or designee.
Record	A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the student who filed the complaint, documents determined relevant by College District personnel, and the decision.
Remand	A complaint or appeal form that is incomplete in any material aspect shall be refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint. If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.
Investigation	The College District may conduct an investigation at any level in the complaint process. If the College District and the student mutually agree, all determines that an investigation is appropriate, it may suspend or extend deadlines shall as may be suspended during an investigation.
Audio Recording	As provided by law, a student shall be permitted to make an audio recording of a hearing reasonable under this policy at which the substance of the student's complaint is discussed. The student the circumstances and shall notify all attendees present that an audio recording is taking place the student accordingly.
Complaint Levels Level One	The Level One administrator shall schedule and hold a conference with the student within 10 days after receipt of the student complaint. The Level One administrator shall provide the student a written response within five days following the conference. The written re-

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~~sponse shall set forth the basis of the decision. In reaching a decision, the Level One administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint. All responses, documentation, and decisions will be added to the College District's electronic complaint system.~~

The appropriate administrator shall evaluate the complaint and determine whether the allegations fall within this policy; whether the complaint should be processed under another policy or procedure; whether the report is related to any other pending complaint, in which case consolidation may be evaluated; and whether additional information is needed from the student or another College District office. The administrator may, as appropriate, contact the student for clarification.

The administrator will evaluate the allegations and determine whether a conference would aid decision-making regarding the matter. In some cases, a conference may not be necessary, including situations in which the student's complaint may be answered by reference to existing records or an existing policy or cases in which the complaint is untimely on its face.

If the administrator determines that a conference is unnecessary, the administrator may proceed with decision-making and shall provide a written response to the student setting forth the basis of the decision. The response will be provided within 15 days of receipt of the complaint or, if the student provided a written clarification, within 15 days of receipt of the clarification.

When a conference will aid decision-making, the administrator will schedule the conference with the student within 15 days after receipt of the written complaint or, if the student provided a written clarification, within 15 days of receipt of the clarification. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the student a written response within 15 days following the conference. The written response shall set forth the basis of the decision.

Level Two

If the student did not receive the relief requested at Level One, the student may ~~request a conference with appeal to~~ the Level Two administrator ~~to appeal the Level One decision.~~

The appeal notice must be filed in writing with the Level One administrator within 10 days of the date of the written Level One response or, if no response was received, within 10 days of the Level

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One response deadline. ~~All responses, documentation, and decisions must be entered into the College District's electronic complaint system.~~

After receiving notice of the appeal, the Level One administrator ~~shall prepare and~~ will forward a record of the Level One complaint to the Level Two administrator. ~~The student may request a copy of the Level One record.~~

The Level One record shall include:

- ~~1. The original complaint form and any attachments;~~
- ~~2. All other documents submitted by the student at Level One;~~
- ~~3. The written response issued at Level One and any attachments; and~~
- ~~4. All other documents relied upon by the Level One administrator in reaching the Level One decision.~~

The Level Two administrator ~~shall schedule and hold~~ will determine whether a conference would aid decision-making regarding the matter. If the administrator determines that a conference is unnecessary, the administrator may proceed with decision-making and shall provide a written response to the individual setting forth the ~~student~~ basis of the decision. The response will be provided within ~~10~~ 15 days of receipt of the appeal.

When a conference will aid decision-making, the Level Two administrator shall schedule a conference within 15 days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One and identified in the Level Two appeal notice. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the student a written response within ~~five~~ 15 days following the conference. The written response shall set forth the basis of the decision. ~~In reaching a decision, the Level Two administrator may consider the Level One record and information provided at the Level Two conference. The Level Two response must be entered into the College District's electronic complaint system and will be available to the student and other College District employees who are involved through this system.~~

Level Three

If the student did not receive the relief requested at Level Two, the student may ~~request a conference with appeal to~~ the Level Three administrator ~~to appeal the Level Two decision.~~

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The appeal notice must be filed within the College District's electronic complaint system with the Level Two administrator within 10 days of the date of the written Level Two response or, if no response was received, within 10 days of the Level Two response deadline.

After receiving notice of the appeal, the Level Two administrator shall notify the Level Three administrator through the electronic complaint system. ~~The student may inspect the Level Two record within the electronic complaint system.~~

The Level Two record shall include:

- ~~1. The Level One record;~~
- ~~2. The written response issued at Level Two and any attachments; and~~
- ~~3. All other documents relied upon by the Level Two administrator in reaching the Level Two decision.~~

~~The Level Three administrator shall schedule and hold a conference with the student within 10 days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level Two. The Level Three administrator may set reasonable time limits for the conference.~~

The Level Three administrator shall provide the student a written response ~~through the electronic complaint system~~ within ~~five~~¹⁵ days following the conference. The written response shall set forth the basis of the decision. ~~In reaching a decision, the Level Three administrator may consider the Level One and Level Two records and information provided at the Level Three conference. The Level Three response will be made through the electronic complaint system.~~

Level Four

~~If the student did not receive the relief requested at Level Three, the student may request a conference with the Level Four administrator to appeal the Level Three~~ ^{The} ~~decision.~~

The appeal notice must be filed in writing and received within the electronic complaint system with the Level Three administrator ~~within 10 days of the date of the written Level Three response or, if no response was received, within 10 days of the Level Three response deadline.~~

~~After receiving notice of the appeal, the Level Three administrator shall notify the Level Four administrator and provide access to the~~

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~~Level Three record through the College District electronic complaint system. The student may inspect the Level Three record within the electronic complaint system.~~

The Level Three record shall include:

- ~~1. The Level One record;~~
- ~~2. The Level Two record;~~
- ~~3. The written response issued at Level Three and any attachments; and~~
- ~~4. All other documents relied upon by the Level Three administrator in reaching the Level Three decision.~~

~~The Level Four administrator shall schedule a conference with the student to be held within 10 days after the appeal notice Level Three administrator is filed. The conference shall be limited to the issues and documents considered at Level Three. The Level Four administrator may set reasonable time limits for the conference.~~

~~The following provisions shall govern the review by the Level Four administrator of an appeal under this policy:~~

- ~~1. A decision may be remanded for further consideration upon a finding that it was not made in accordance with applicable state or federal law, or College District policies or regulations; provided, however, that the decision shall not be remanded if the procedural error was not material to the decision and therefore constituted harmless error.~~
- ~~2. A decision may be modified or reversed only upon a finding that the decision constituted an abuse of discretion or was made in violation of applicable state or federal law, or College District policies or regulations; provided, however, that the decision shall not be modified or reversed if the violation of policy was not material to the decision and therefore constituted harmless error.~~
- ~~3. A decision should be affirmed in the absence of a finding of abuse of discretion or material violation of applicable state or federal law, or College District policies or regulations.~~

~~Notwithstanding any provision herein to the contrary, any decision may be remanded by the Level Four administrator for a resolution of the matter that is mutually acceptable to the parties or that is, in the best judgment of the Level Four administrator, a fair and equitable resolution.~~

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Board Action

~~The Level Four administrator shall provide the student a written response within 10 days following the conference within the electronic complaint system.~~

~~Upon conclusion of the Level Four appeal process, the Chancellor shall provide a briefing to final. However, nothing precludes the student from addressing the Board.~~

~~If the student did not receive the relief requested at Level Four or if the time for a response has expired, the student may appeal the decision to the Board.~~

~~By law, the Board is not required to take any action concerning a grievance, but is required to listen if the grievance is presented at a of Trustees at a regularly scheduled board meeting during the public meeting. Under the Texas Constitution, any student may present a grievance to the Board regardless of the scope of this policy. [See FLD(LEGAL)]forum for citizens.~~

Copies of written grievances and complaints, and accompanying responses, documentation, and if applicable, recordings, shall be maintained within the College District electronic complaint system and in accordance with the College District records retention regulations and other applicable law. [See FLD, CIA, and FJ]

**Maintenance of
Records Retention**

**External Complaint
Procedure**

After exhausting HCC's grievance process, students may file a complaint with the Texas Higher Education Coordinating Board (THECB) as described on the [THECB Student Complaints webpage](#).

Complainants must submit student complaint forms through the THECB's online process, by electronic mail (email) to StudentComplaints@theqb.state.tx.us, or by hard copy sent to the Texas Higher Education Coordinating Board, Office of General Counsel, P.O. Box 12788, Austin, Texas 78711-2788. THECB does not handle complaints concerning actions that occurred more than two years prior to filing a student complaint form with THECB, unless the cause of the delay in filing the student complaint form was the complainant's exhaustion of the institution's grievance procedures.

THECB's procedure excludes certain matters, including those solely concerning an individual's grades, examination results, or evaluation of academic performance and those related to student life, student conduct, and student activities and organizations.

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Applicability

This policy applies to complaints submitted by HCC students.

Scope

A student may use this policy to file complaints regarding the following matters:

1. Complaints regarding non-compliance with, or a violation of, the Texas Education Code, other Texas laws, or federal law that adversely impact affect the student and the student's access to educational services or ability to benefit from the College District's educational services.
2. Complaints alleging non-compliance with, or a violation of, a College District policy or regulation that adversely impacts the student and the student's access to educational services or activities or ability to benefit from the College District's educational services or activities.
3. Complaints regarding mistreatment by a College District employee (not otherwise covered by another policy) and the mistreatment adversely impacts the student and the student's access to educational services or activities or ability to benefit from the College District's educational services or activities.

**Exclusions;
Other
Complaint
Procedures**

This policy does not apply to the following types of complaints which are addressed by other policies:

1. Complaints alleging discrimination or harassment based on race, color, gender, national origin, sex, pregnancy, childbirth, or pregnancy-related conditions, parenting status, sexual orientation, gender identity or gender expression, disability (including failure to accommodate), age, religion, or veteran status. [See FFD series and FAA]
2. Complaints of sexual harassment, discrimination, or misconduct. [See FFD series]
3. Complaints concerning retaliation relating to discrimination and harassment. [See FFD series]
4. Complaints concerning student conduct, including complaints about disciplinary decisions or the conduct of other students. [See FLB series]
5. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CGF series]
6. Complaints concerning the withdrawal of consent to remain on campus. [See GDA]

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7. Complaints concerning academic appeals/grade appeals.
[See EGA]
8. Complaints regarding financial aid eligibility.
9. Complaints seeking to amend student educational records. [See FJ]
10. Complaints about occupational fraud, waste, or abuse.
[See AF]
11. Complaints against a board member or the Chancellor.
[See BBFB]

If the student is uncertain which procedure to use to present their complaint, the student may seek guidance from the Dean of Student Success and Engagement.

Definitions

The following definitions apply to complaints under this policy:

Policy	The term “policy” shall include the corresponding legal policy and regulation.
Complaint	In this policy, the terms “complaint” and “grievance” shall have the same meaning.
Student	The term “student” includes: • individuals who are currently enrolled in a course at the College District (including dual-credit students and continuing education students) and individuals who are not currently enrolled but have registered and paid for one or more classes for the next semester; • former students who were enrolled at HCC within the preceding 24 months prior to the filing of their complaint; and • prospective students who applied for admission to HCC (but did not enroll) within the preceding 12 months.

Notice to Students

The College District shall inform students of this policy through appropriate College District publications and on the College District's website.

Informal Resolution Process

The College District encourages students to discuss their concerns with the appropriate faculty member or campus administrator who has the authority to address the concern. Concerns shall be pre-

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sented as soon as possible to the supervisor of the program or department to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent or as described below.

Formal Process

A student may initiate the formal process by filing a written complaint form within 15 business days of the date the student first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

All student complaints will be submitted through the College District's designated electronic complaint system in which all records will be kept. [For details, see FLD(REGULATION)] This policy does not recognize complaints posted on social media.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or policy. This policy does not require an evidentiary hearing or "mini-trial" at any level.

**Freedom from
Retaliation**

Neither the Board nor any College District employee shall retaliate against a student for submitting a good faith student complaint to the College District.

General Provisions

Timing

"Days" shall mean College District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Timelines may be modified as permitted within this policy or by mutual agreement. Time limits may be extended for circumstances such as investigations or the unavailability of key personnel due to leave, absence, emergency closures, holidays, or semester breaks.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed on written notice to the student at any point during the complaint process.

Complaint Content

Student complaints and appeals shall be submitted in writing on a form available to students within the College District student complaint site within timelines set forth within this policy.

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A written complaint must contain:

1. An explanation of the student's specific concern;
2. If applicable, a description of how the student's enrollment, services, or benefits have been affected;
3. The policy and/or regulation that has been violated; and
4. A description of the relief the student is seeking.

Copies of any documents that support the complaint must be attached to the complaint.

Responses may be hand-delivered, sent by electronic communication to the student's email address of record, or sent by U.S. Mail to the student's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline. [See FLD(REGULATION)]

Any written communications or decisions (responses) from the appropriate administrator shall be submitted in writing and uploaded to the College District's designated electronic complaint system.

Representative

The student may designate a representative at the student's own cost, including an attorney, through written notice to the College District at any level of this process. If a student representative is designated within three days of a scheduled conference, the College District may reschedule the conference to a later date in order to include the College District's counsel. The College District may be represented by counsel at any level of the process.

Consolidating
Complaints

Student complaints arising out of an event or a series of related events shall be addressed in one complaint. Students shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more student complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the student complaints.

Dismissal

If the student does not respond to an administrator's request for information or a request to schedule a conference within five days of the request, the administrator may administratively dismiss the complaint on written notice to the student.

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Designation of
Administrators

1. The Level One administrator shall be the dean of student services, an academic dean, a Centers of Excellence (COE) dean, or equivalent.
2. The Level Two administrator shall be the College President or designee or an associate vice chancellor or designee, or equivalent.
3. The Level Three administrator shall be the Chancellor, vice chancellor of student services, vice chancellor of instructional services, or their designees or equivalent.

Investigation

The College District may conduct an investigation at any level in the complaint process. If the College District determines that an investigation is appropriate, it may suspend or extend deadlines as may be reasonable under the circumstances and shall notify the student accordingly.

Complaint Levels
Level One

The appropriate administrator shall evaluate the complaint and determine whether the allegations fall within this policy; whether the complaint should be processed under another policy or procedure; whether the report is related to any other pending complaint, in which case consolidation may be evaluated; and whether additional information is needed from the student or another College District office. The administrator may, as appropriate, contact the student for clarification.

The administrator will evaluate the allegations and determine whether a conference would aid decision-making regarding the matter. In some cases, a conference may not be necessary, including situations in which the student's complaint may be answered by reference to existing records or an existing policy or cases in which the complaint is untimely on its face.

If the administrator determines that a conference is unnecessary, the administrator may proceed with decision-making and shall provide a written response to the student setting forth the basis of the decision. The response will be provided within 15 days of receipt of the complaint or, if the student provided a written clarification, within 15 days of receipt of the clarification.

When a conference will aid decision-making, the administrator will schedule the conference with the student within 15 days after receipt of the written complaint or, if the student provided a written clarification, within 15 days of receipt of the clarification. The administrator may set reasonable time limits for the conference.

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Absent extenuating circumstances, the administrator shall provide the student a written response within 15 days following the conference. The written response shall set forth the basis of the decision.

Level Two

If the student did not receive the relief requested at Level One, the student may appeal to the Level Two administrator.

The appeal notice must be filed in writing with the Level One administrator within 10 days of the date of the written Level One response or, if no response was received, within 10 days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator will forward a record of the Level One complaint to the Level Two administrator.

The Level Two administrator will determine whether a conference would aid decision-making regarding the matter. If the administrator determines that a conference is unnecessary, the administrator may proceed with decision-making and shall provide a written response to the individual setting forth the basis of the decision. The response will be provided within 15 days of receipt of the appeal.

When a conference will aid decision-making, the Level Two administrator shall schedule a conference within 15 days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One and identified in the Level Two appeal notice. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the student a written response within 15 days following the conference. The written response shall set forth the basis of the decision.

Level Three

If the student did not receive the relief requested at Level Two, the student may appeal to the Level Three administrator.

The appeal notice must be filed within the College District's electronic complaint system with the Level Two administrator within 10 days of the date of the written Level Two response or, if no response was received, within 10 days of the Level Two response deadline.

After receiving notice of the appeal, the Level Two administrator shall notify the Level Three administrator through the electronic complaint system.

The Level Three administrator shall provide the student a written response within 15 days following the conference. The written response shall set forth the basis of the decision.

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The decision of the Level Three administrator is final. However, nothing precludes the student from addressing the Board of Trustees at a regularly scheduled board meeting during the public forum for citizens.

Records Retention

Copies of written grievances and complaints, and accompanying responses, documentation, and if applicable, recordings, shall be maintained within the College District electronic complaint system and in accordance with the College District records retention regulations and other applicable law. [See FLD, CIA, and FJ]

External Complaint Procedure

After exhausting HCC's grievance process, students may file a complaint with the Texas Higher Education Coordinating Board (THECB) as described on the [THECB Student Complaints webpage](#).

Complainants must submit student complaint forms through the THECB's online process, by electronic mail (email) to StudentComplaints@theccb.state.tx.us, or by hard copy sent to the Texas Higher Education Coordinating Board, Office of General Counsel, P.O. Box 12788, Austin, Texas 78711-2788. THECB does not handle complaints concerning actions that occurred more than two years prior to filing a student complaint form with THECB, unless the cause of the delay in filing the student complaint form was the complainant's exhaustion of the institution's grievance procedures.

THECB's procedure excludes certain matters, including those solely concerning an individual's grades, examination results, or evaluation of academic performance and those related to student life, student conduct, and student activities and organizations.

ACTION ITEM

Meeting Date: August 19, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
4.	Policy DJA (LOCAL) - Assignment, Work Load, and Schedules: Telework (SB2615), As Amended	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Rodney Nathan Dr. Uchena Spencer

RECOMMENDATION

Approve this new policy, DJA (LOCAL), as set forth in the attached.

COMPELLING REASON AND BACKGROUND

Texas SB 2615 establishes a restrictive framework for telework across public institutions of higher education.

The statute shifts telework from a broadly permitted practice to one that is generally prohibited unless specific and limited exceptions apply.

Telework is defined as a work arrangement that allows an employee of an institution of higher education to conduct all or some institutional business on a regular basis at a place other than the employee’s regular place of employment. The presumption of the bill is that telework is not available to any employee unless they qualify for a specific exception.

This is ultimately an opportunity to re-anchor around student presence and operational consistency.

LEGAL REQUIREMENT

Texas Senate Bill 2615

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
DJA (LOCAL)_new	7/24/2026	Attachment

This item is applicable to the following: District

ASSIGNMENT, WORK LOAD, AND SCHEDULES
TELEWORK

DJA
(LOCAL)

**Allowable Telework
Exceptions**

Houston City College will permit approved telework on a temporary or permanent basis for the following scenarios:

1. An employee who is experiencing a temporary or permanent medical condition or disability requiring the institution to make a reasonable accommodation under state or federal law for telework.
2. An employee employed in a teaching position but is not a faculty member of the institution.
3. An employee is employed in a teaching position and is currently assigned to teach only a course or program that the institution has:
 - a. Approved for remote instruction in accordance with the institution's academic oversight or faculty governance procedures; and
 - b. Designated as distance education or a dual credit course or program provided by the institution.
4. An employee employed as a faculty member and is on a temporary research assignment located off the institution's campus.
5. An employee employed as a faculty member who provides telehealth services as part of the employee's assigned clinical, research, or instructional duties.

Approval Process

Requests for telework as a reasonable accommodation for an employee with a temporary or permanent medical condition or disability shall be reviewed and approved by the Talent Engagement Department in accordance with applicable federal law and the College District's procedures for administering reasonable accommodations under the Americans with Disabilities Act (ADA) and as outlined in procedures developed by Talent Engagement.

All other requests for telework shall be submitted by the employee to the employee's immediate supervisor and shall include all information necessary for review and consideration. In reviewing the telework request, the supervisor must consider equipment needs and maintenance, employee safety, confidentiality requirements under state and/or federal law, communication and supervision, and adherence to any state or federal law. After review of the request, the supervisor will then forward the request along with a recommendation related to the request to the Talent Engagement Department for consideration and ultimate approval. The Talent En-

ASSIGNMENT, WORK LOAD, AND SCHEDULES
TELEWORK

DJA
(LOCAL)

gagement Department will create procedures for accepting, processing, responding to, and documenting requests for telework. This Department will be responsible for reviewing and ensuring compliance with all policies and regulations. Each telework approval is required to be reevaluated at least once per fiscal year.

**Expectations for
Telework**

An employee granted telework status must maintain a safe, secure, and professional telework environment. The employee is required to adhere to all state and federal laws, and Houston City College policies, regulations, and handbooks while on telework status. The employee on telework status is further required to maintain access to networking and internet connection sufficient to perform all job-related duties. Lastly, it is expected that an employee on telework status will communicate timely and be responsive in the same manner the employee would if working on campus.

ACTION ITEM

Meeting Date: August 19, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
5.	Quarterly and Monthly Investment Reports, Financial Statements and Budget Reviews for May and June 2026	Dr. Margaret Ford Fisher Robert McCracken

RECOMMENDATION

Accept the Quarterly Investment Report, Monthly Investment Reports, Monthly Financial Statements and Budget Reviews for Quarter 3, May and June 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 45% 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 May, the interest income earned for the month and fiscal year to date totaled \$1,083,432 and \$16,878,569, respectively. The weighted average interest rate (WAR) on May 31, 2026, was 3.74% compared to 3.74% last month and 4.20% a year ago.

For June, the interest income earned for the month and fiscal year to date totaled \$1,680,109 and \$18,558,678, respectively. The weighted average interest rate (WAR) on June 30, 2026, was 3.75% compared to 3.74% last month and 4.23% a year ago.

Interest expense on outstanding debt was \$1,330,266 for the month of May 2026 and \$1,287,355 for the month of June 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	7/28/2026	Presentation
Investment Report - June 2026	7/28/2026	Attachment
Financial Statement - June 2026	7/28/2026	Attachment
Quarterly Investment Report - May 2026	7/28/2026	Attachment
Investment Report - May 2026	7/28/2026	Attachment
Financial Statement - May 2026	7/28/2026	Attachment

This item is applicable to the following: District



FY 2026

Summary of June 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

August 5, 2026

Fund 1: Unrestricted Revenues

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru June 30, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru June 30, 2026	Year-to-Date Actuals Thru June 30, 2025	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
REVENUES							
State Appropriations	\$ 72,938,399	\$ 76,518,213	104.9% A	\$ 76,518,213	\$ 53,724,309	\$ 22,793,904	42.4%
Ad Valorem Taxes	242,337,151	238,570,836	98.4% B	238,570,836	222,290,223	16,280,613	7.3%
Tuition & Fees, Net	114,395,960	140,451,874	122.8% C	140,451,874	131,342,650	9,109,224	6.9%
Other Local Income	19,406,390	16,576,795	85.4%	16,576,795	14,728,239	1,848,556	12.6%
Tuition & Fees, Net -- Extended Learning	7,609,984	8,721,187	114.6% D	8,721,187	8,076,839	644,347	8.0%
Grant Revenue - Indirect Cost	650,000	671,408	103.3% E	671,408	686,523	(15,115)	-2.2%
Total Revenues	457,337,884	481,510,313	105.3%	481,510,313	430,848,784	50,661,530	11.8%
 Fund Balance Transfers In & Rolled POs	 22,269,376	 22,269,376	 100.0%	 22,269,376	 17,809,983	 4,459,393	 25.0%
 Total Revenues and Fund Balance Transfers	 \$ 479,607,260	 \$ 503,779,689	 105.0%	 \$ 503,779,689	 \$ 448,658,767	 \$ 55,120,923	 12.3%

Fund 1: Unrestricted Expenses

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru June 30, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru June 30, 2026	Year-to-Date Actuals Thru June 30, 2025	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
EXPENSES							
Salaries	260,846,864	219,342,755	84.1%	219,342,755	209,166,958	10,175,798	4.9%
Employee Benefits	39,768,492	27,700,252	69.7%	27,700,252	25,504,246	2,196,006	8.6%
Supplies & General Expense	6,876,806	4,637,297	67.4%	4,637,297	4,306,842	330,456	7.7%
Travel	1,426,074	565,086	39.6% F	565,086	650,376	(85,290)	-13.1%
Marketing Costs	4,176,296	2,063,115	49.4% G	2,063,115	2,754,796	(691,681)	-25.1%
Rentals & Leases	416,813	132,900	31.9% H	132,900	295,667	(162,767)	-55.1%
Insurance/Risk Mgmt.	10,655,077	8,240,374	77.3%	8,240,374	8,217,995	22,379	0.3%
Contracted Services	41,349,900	28,954,818	70.0%	28,954,818	27,272,026	1,682,792	6.2%
Utilities	11,267,194	8,445,706	75.0%	8,445,706	8,011,205	434,502	5.4%
Other Departmental Expenses	5,810,472	3,216,955	55.4% I	3,216,955	2,106,745	1,110,210	52.7%
Instructional & Other Materials	12,183,527	6,744,543	55.4% J	6,744,543	7,515,483	(770,941)	-10.3%
Maintenance & Repair	3,397,551	1,886,920	55.5% K	1,886,920	1,610,707	276,213	17.1%
Transfers\Debt	48,246,760	47,833,992	99.1% L	47,833,992	40,209,866	7,624,125	19.0%
Contingency/Initiatives	6,351,630	-	0.0%	-	-	-	0.0%
Capital Outlay	14,935,394	8,412,833	56.3% M	8,412,833	12,196,502	(3,783,669)	-31.0%
Scholarship Distribution	11,898,412	10,800,053	90.8% N	10,800,053	397,808	10,402,245	100.0%
Total Expenses	\$ 479,607,260	\$ 378,977,598	79.0%	\$ 378,977,598	\$ 350,217,222	\$ 28,760,376	8.2%
NET REVENUE/(EXPENSES)	-	\$ 124,802,091		\$ 124,802,091	\$ 98,441,545	\$ 26,360,546	

Explanation of Variance Amounts

Variance Code	Notes
A	State appropriations are higher due to a late disbursement from the state in prior year and is expected to be over budget by year-end due to increases in FAST funding as a result of enrollment increases for Dual Credit.
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	Tuition and Fees, Extended Learning collections fluctuate as course offerings fluctuate.
E	Grant Revenue is contingent on activity for the year.
F	Travel expenses varies due to timing differences in recording transactions from year-to-year.
G	Marketing expenses varies due to timing differences in recording transactions from year-to-year.
H	Rental expenses occur based on events during the year and vary from year-to-year.
I	Other Departmental expenditures are below budget due to reduced and efficient spending.
J	Instructional & Other Material expenses occur at irregular intervals, causing inconsistent monthly costs.
K	Maintenance & Repairs occur as needed and vary from month to month.
L	Transfers/Debt occur at irregular intervals, debt payments occur twice per year. Transfer/Debt will be within budget by year-end.
M	Capital Outlays occur at irregular intervals based on construction schedules and needs.
N	Scholarships are are distributed based on needs. Criterias are continuously being reviewed to ensure maximum distribution.

Thank You



HOUSTON CITY COLLEGE

MONTHLY INVESTMENT REPORT

For the Month of June 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

June 30, 2026

Beginning Book Value (June 1, 2026)	\$	567,741,337
Beginning Market Value (June 1, 2026)	\$	567,599,759
Additions/Subtractions (Book Value - Net)	\$	(18,664,832)
Change in Market Value	\$	(346,760)
Ending Book Value (June 30, 2026)	\$	549,076,505
Ending Market Value (June 30, 2026)	\$	548,117,085
Unrealized Gain/(Loss)	\$	(959,420)
WAM (45% of Portfolio's Weighted Average Maturity)		1 day
WAM (55% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)		422

* Net amount provided/(for) operations	\$	(18,898,185)
* Net amount provided/(for) CIP/others		233,353
	\$	(18,664,832)

EXECUTIVE SUMMARY

INVENTORY HOLDINGS REPORT

June 30, 2026

	Ending Book Value	Ending Market Value	Unrealized Gain (Loss)
US Treasuries	\$ 238,333,424	\$ 237,774,480	\$ (558,944)
US Agencies	64,995,176	64,594,700	(400,476)
Local Government Pools	153,836,487	153,836,487	-
Money Market Funds	41,742,859	41,742,859	-
Certificate of Deposit	50,000,000	50,000,000	-
Interest Bearing Checking	168,559	168,559	-
Total	\$ 549,076,505	\$ 548,117,085	\$ (959,420)
WAR (Weighted Average Interest Rate)		3.75%	

INVESTMENTS
INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)
June 30, 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	4,829	\$ (1,459)	\$ 4,962	\$ 6,288	\$ (46)	\$ 6,242	\$ 4,910	\$ -	\$ (1,332)
Fannie Mae ARM Pool 805454	Bank of America	4.6720%	0.0000%	12/23/04	12/01/34	7,854	(5,919)	8,119	13,773	(58)	13,715	8,054	-	(5,661)
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	10,030,531	9,980,570	-	9,980,570	10,008,962	(21,570)	28,392
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	3.7500%	3.7872%	04/10/26	04/09/29	15,000,000	15,679	14,863,210.50	14,984,320.80	-	14,984,321	14,832,786	(30,425)	(151,535)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	3.7500%	3.7950%	04/10/26	04/09/29	15,000,000	18,932	14,863,210.50	14,981,067.90	-	14,981,068	14,832,786	(30,425)	(148,282)
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	9,928,516	9,966,406	-	9,966,406	9,910,938	(17,578)	(55,469)
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	14,797,266	14,510,850	-	14,510,850	14,782,031	(15,234)	271,181
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	9,987,109	9,996,484	-	9,996,484	9,965,625	(21,484)	(30,859)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	3.6300%	3.5600%	09/13/24	09/13/27	15,000,000	(27,510)	14,939,800	15,027,510	-	15,027,510	14,916,395	(23,405)	(111,115)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	4.3500%	4.3430%	02/12/25	01/28/28	10,000,000	(1,750)	10,011,366	10,001,750	-	10,001,750	9,990,807	(20,559)	(10,943)
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	9,999,902	9,937,500	-	9,937,500	9,999,219	(684)	61,719
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	9,999,902	9,930,859	-	9,930,859	9,999,219	(684)	68,359
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	9,977,319	9,506,250	(9,506,250)	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	29,756,250	29,524,219	-	29,524,219	29,698,828	(57,422)	174,609
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	9,792,969	9,631,250	-	9,631,250	9,780,859	(12,109)	149,609
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	9,976,563	9,960,938	-	9,960,938	9,954,688	(21,875)	(6,250)
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	9,867,187.50	9,957,812.50	-	9,957,813	9,848,438	(18,750)	(109,375)
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	9,419,921.90	9,456,250.00	-	9,456,250	9,414,844	(5,078)	(41,406)
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	18,839,843.80	18,912,840.00	-	18,912,840	18,829,688	(10,156)	(83,152)
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	18,839,843.80	18,915,400.00	-	18,915,400	18,829,688	(10,156)	(85,712)
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	19,480,208.40	19,385,196.00	-	19,385,196	19,504,948	24,740	119,752
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	28,654,687.50	29,048,100.00	-	29,048,100	28,627,734	(26,953)	(420,366)
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	14,327,343.75	14,603,055.49	-	14,603,055	14,313,867	(13,477)	(289,188)
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	14,327,343.75	14,596,263.30	-	14,596,263	14,313,867	(13,477)	(282,396)
Debt Service 2001A Bond Interest Checking	Bank of America	1.8000%					-	1,322.66	1,322.66	2	1,325	1,325	-	-
HCCS Merchant Service	Bank of America	0.6600%					-	25,739.97	25,739.97	(32)	25,708	25,708	-	-
LTD 2013 Tax Bond General Checking	Bank of America	1.7900%					-	3,899.89	3,899.89	175	4,075	4,075	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs	Bank of America	3.5500%					-	3,261.91	3,261.91	10	3,272	3,272	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America	3.5500%					-	3,225,196	3,225,196	9,405	3,234,601	3,234,601	-	-
LTD 2013 Tax Bond General Checking	JP Morgan Chase	3.6000%					-	(20,730.20)	(20,730.20)	158,182.26	137,452.06	137,452.06	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs	JP Morgan Chase	0.0000%					-	48,306,863.34	48,306,863.34	(9,801,876.23)	38,504,987.11	38,504,987.11	-	-
Money Market 2006 Jr. Lien Debt Reserve	JP Morgan Chase	1.7900%					-	-	-	-	-	-	-	-
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	3.7770%					-	70,256,928.33	70,256,928.33	218,057.90	70,474,986.23	70,474,986.23	-	-
TexPool - General Funds	State Street Bank	3.6492%					-	13,989,194.72	13,989,194.72	290,393.01	14,279,587.73	14,279,587.73	-	-
TexPool - Prime	State Street Bank	3.7958%					-	69,114,706.99	69,114,706.99	(32,793.58)	69,081,913.41	69,081,913.41		
TOTAL														
								\$ 567,599,759	\$ 567,741,337	\$ (18,664,832)	\$ 549,076,505	\$ 548,117,085	\$ (346,760)	\$ (959,420)



Summary Operating Statements

**For the Period
September 1, 2025 - June 30, 2026**

For the Meeting of the Board of Trustees - August 5, 2026

**for
Houston City College**

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For the Period September 1, 2025 - June 30, 2026

Houston City College

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Summary of Financial Statements As of June 30, 2026

On June 18, 2025, the Board of Trustees approved the FY 2026 operating budget totaling \$479.6 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. Also, in April 2026 a budget adjustment of \$4.7 million was completed for a previously approved legal obligation.

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 June 30, 2026, total revenues and fund balance transfer-ins are \$503.8 million. This represents 105% of the budgeted total of \$479.6 million. Expenses total \$379 million to date, which is 79% of the total expense budget of \$479.6 million. Compared with the same period last year, revenues and transfers are higher by 12.3 % and expenses are higher by 8.2%. Actual net revenue is \$124.8 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 42.4% higher when compared to prior year primarily due to a late disbursement from the state in prior year.

Tuition and fees, net, which include revenues for semester credit hour (SCH) courses, are 6.9% higher than last year at this time. Gross tuition and fee revenues are up 10.2% 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 29.7% primarily due to Dual Credit waivers.

Continuing Education/Non-credit tuition and fees, net are 8% higher than last year at this time. Gross tuition and fees revenues are up by 8%.

Actual salaries for FY 2026 are 4.9% higher compared to FY 2025; this is due primarily to a Board approved salary increase of 2% for faculty and full-time employees. Part-time hourly staff

received a 1.5% increase. An increase in PT faculty, due to enrollment growth, also contributed to the increase. Employee benefits are higher by 8.6% 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 \$1,287,355 compared to this time in FY 2025 of \$1,500,797.

HOUSTON CITY COLLEGE
Statement of Revenues, Expenses and Fund Balances - All Funds
As of June 30, 2026

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
Revenues	\$ 481,510,313	\$ 32,938,359	\$ 7,832,354	\$ 66,354,806	\$ 137,270,922	\$ (27,172,206)	\$ 28,687,500	\$ 42,561,559	\$ 270,991	\$ 770,254,599
Expenses										
Salaries	219,342,755	4,615,684	883,704	-	3,118,588	-	45,767	-	-	228,006,499
Employee Benefits	27,700,252	18,116,802	172,625	-	-	-	-	-	-	45,989,679
Supplies & General Expense	4,637,297	457,458	735,018	-	-	36,866	301,987	-	-	6,168,626
Travel	565,086	108,423	57,403	-	-	-	-	-	-	730,911
Marketing Costs	2,063,115	47,035	2,700	-	-	-	-	-	-	2,112,849
Rentals & Leases	132,900	-	15,831	-	-	1,229	-	-	-	149,960
Insurance/Risk Mgmt.	8,240,374	1,295	1,785	-	-	-	-	-	-	8,243,454
Contracted Services	28,954,818	798,645	1,304,425	-	-	106,630	450,377	323,684	-	31,938,580
Utilities	8,445,706	-	454,703	-	-	-	-	-	-	8,900,409
Other Departmental Expenses	3,216,955	533,945	367,410	-	256,408	-	-	-	-	4,374,718
Instructional & Other Materials	6,744,543	486,000	834	-	-	200,377	592,823	-	-	8,024,577
Maintenance & Repair	1,886,920	58,293	18,852	-	-	-	12,160	-	-	1,976,225
Transfers (In)/Out ¹	43,145,317	-	-	-	(3,408,893)	(29,265,716)	970,216	(11,440,924)	-	-
Debt	4,688,675	-	-	-	-	-	-	46,377,664	-	51,066,339
Capital Outlay	8,412,833	1,313,286	502,851	-	-	5,146,657	14,017,665	-	-	29,393,292
Amortization/Depreciation	-	-	-	-	-	-	-	-	29,550,423	29,550,423
Scholarship Distribution	10,800,053	-	1,631,617	66,354,806	137,179,814	-	-	-	-	215,966,289
Total Expenses	378,977,598	26,536,867	6,149,757	66,354,806	137,145,916	(23,773,957)	16,390,995	35,260,425	29,550,423	672,592,829
Net Revenues/(Expenses)	102,532,715	6,401,492	1,682,598	-	125,006	(3,398,249)	12,296,505	7,301,134	(29,279,432)	97,661,770
Other Adjustments and Transfers										
Debt Principal Payments ²	-	-	-	-	-	-	-	-	-	-
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP ²	-	-	-	-	-	700,733	6,217,941	-	45,592,951	52,511,625
Transfers of Completed Projects/Assets	-	-	-	-	-	-	-	-	-	-
Transfers of Balances between Funds	-	-	-	-	-	-	-	-	-	-
Total Other Adjustments and Transfers	-	-	-	-	-	700,733	6,217,941	-	45,592,951	52,511,625
Beginning Fund Balances, Audited	42,783,470	897,080	23,605,096	238,698	4,017,685	126,030,418	-	20,049,079	590,834,013	808,455,539
Ending Fund Balances	\$ 145,316,185	\$ 7,298,575	\$ 25,287,693	\$ 238,698	4,142,691	\$ 123,332,903	\$ 18,514,446	\$ 27,350,213	\$ 607,147,532	\$ 958,628,937

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

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

HOUSTON CITY COLLEGE
Unrestricted Revenues and Expenses
Comparison to Budget and Previous Fiscal Year
As of June 30, 2026
83.3% of Year

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru June 30, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru June 30, 2026	Year-to-Date Actuals Thru June 30, 2025	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)
REVENUES							
State Appropriations	\$ 72,938,399	\$ 76,518,213	104.9%	\$ 76,518,213	\$ 53,724,309	\$ 22,793,904	42.4%
Ad Valorem Taxes	242,337,151	238,570,836	98.4%	238,570,836	222,290,223	16,280,613	7.3%
Tuition & Fees, Net	114,395,960	140,451,874	122.8%	140,451,874	131,342,650	9,109,224	6.9%
Other Local Income	19,406,390	16,576,795	85.4%	16,576,795	14,728,239	1,848,556	12.6%
Tuition & Fees, Net -- Extended Learning	7,609,984	8,721,187	114.6%	8,721,187	8,076,839	644,347	8.0%
Grant Revenue - Indirect Cost	650,000	671,408	103.3%	671,408	686,523	(15,115)	-2.2%
Total Revenues	457,337,884	481,510,313	105.3%	481,510,313	430,848,784	50,661,530	11.8%
Fund Balance Transfers-In	22,269,376	22,269,376	100.0%	22,269,376	17,809,983	4,459,393	25.0%
Total Revenues and Fund Balance Transfers	\$ 479,607,260	\$ 503,779,689	105.0%	\$ 503,779,689	\$ 448,658,767	\$ 55,120,923	12.3%
EXPENSES							
Salaries	260,846,864	219,342,755	84.1%	219,342,755	209,166,958	10,175,798	4.9%
Employee Benefits	39,768,492	27,700,252	69.7%	27,700,252	25,504,246	2,196,006	8.6%
Supplies & General Expense	6,876,806	4,637,297	67.4%	4,637,297	4,306,842	330,456	7.7%
Travel	1,426,074	565,086	39.6%	565,086	650,376	(85,290)	-13.1%
Marketing Costs	4,176,296	2,063,115	49.4%	2,063,115	2,754,796	(691,681)	-25.1%
Rentals & Leases	416,813	132,900	31.9%	132,900	295,667	(162,767)	-55.1%
Insurance/Risk Mgmt.	10,655,077	8,240,374	77.3%	8,240,374	8,217,995	22,379	0.3%
Contracted Services	41,349,900	28,954,818	70.0%	28,954,818	27,272,026	1,682,792	6.2%
Utilities	11,267,194	8,445,706	75.0%	8,445,706	8,011,205	434,502	5.4%
Other Departmental Expenses	5,810,472	3,216,955	55.4%	3,216,955	2,106,745	1,110,210	52.7%
Instructional & Other Materials	12,183,527	6,744,543	55.4%	6,744,543	7,515,483	(770,941)	-10.3%
Maintenance & Repair	3,397,551	1,886,920	55.5%	1,886,920	1,610,707	276,213	17.1%
Transfers\Debt	48,246,760	47,833,992	99.1%	47,833,992	40,209,866	7,624,125	19.0%
Contingency/Initiatives	6,351,630	-	100.0%	-	-	-	0.0%
Capital Outlay	14,935,394	8,412,833	56.3%	8,412,833	12,196,502	(3,783,669)	-31.0%
Scholarship Distribution	11,898,412	10,800,053	90.8%	10,800,053	397,808	10,402,245	100.0%
Total Expenses	\$ 479,607,260	\$ 378,977,598	79.0%	\$ 378,977,598	\$ 350,217,222	\$ 28,760,376	8.2%
NET REVENUE/(EXPENSES)	-	\$ 124,802,091		\$ 124,802,091	\$ 98,441,545	\$ 26,360,546	

HOUSTON CITY COLLEGE
Auxiliary Revenues and Expenses by Fund
As of June 30, 2026

Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary*	Bookstore Commission	Scholarships	Subtotal Uncommitted
Revenues	\$ 4,485,195	\$ 237,115	\$ 1,095,910	\$ -	\$ 5,818,220
Expenses					
Salaries	293,492	92,581	-	81,978	468,051
Employee Benefits	69,201	11,673	-	857	81,731
Supplies & General Expense	120,905	100,731	-	-	221,636
Travel			-	-	-
Marketing Costs			-	-	-
Rentals & Leases			-	-	-
Insurance/Risk Mgmt.			-	-	-
Contracted Services	1,384,010	14,317	-	-	1,398,326
Utilities			-	-	-
Other Departmental Expenses	708,837	293,109	-	-	1,001,946
Instructional & Other Materials			-	-	-
Maintenance & Repair			-	-	-
Transfers/Debt			-	-	-
Capital Outlay			-	-	-
Scholarship Distribution			-	1,586,825	1,586,825
Total Expenses	2,576,444	512,411	-	1,669,660	4,758,515
Contribution to Fund Balance	\$ 1,908,751	\$ (275,296)	\$ 1,095,910	\$ (1,669,660)	1,059,705
Beginning Fund Balance, Audited					19,421,438
Ending Fund Balance					\$ 20,481,143

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

HOUSTON CITY COLLEGE
Auxiliary Revenues and Expenses By Fund
As of June 30, 2026

Auxiliary Funds - International and Committed Portions

	International		Committed				Total
	Other International Initiatives	Subtotal International	Student Vending Commission	Student Activity Fee	Student Athletic Fee	Subtotal Committed	Total Auxiliary
Revenues	\$ -	\$ -	\$ 1,109,693	\$ 904,441	\$ 2,014,134	\$ 7,832,354	
Expenses							
Salaries	-	-	-	108,184	351,869	460,053	928,104
Employee Benefits	-	-	-	5,241	85,652	90,894	172,625
Supplies & General Expense	55,448	55,448	-	422,036	116,077	538,113	815,197
Travel		-	-			-	-
Marketing Costs		-	-			-	-
Rentals & Leases		-	-			-	-
Insurance/Risk Mgmt.		-	-			-	-
Contracted Services		-	-	48,094	67,235	115,329	1,513,655
Utilities		-	-			-	-
Other Departmental Expenses	3,706	3,706	-	71,812.85	55,886	127,699	1,133,351
Instructional & Other Materials		-	-			-	-
Maintenance & Repair		-	-			-	-
Transfers/Debt		-	-			-	-
Capital Outlay		-	-			-	-
Scholarship Distribution		-	-			-	1,586,825
Total Expenses	59,154	59,154	-	655,368	676,719	1,332,087	6,149,757
Contribution to Fund Balance	(59,154)	(59,154)	-	454,325	227,721	682,047	1,682,598
Beginning Fund Balance, Audited		1,399,422	(1,284,080)	2,083,297	1,985,018	2,784,235	23,605,095
Ending Fund Balance	\$ 1,340,268		\$ (1,284,080)	\$ 2,537,622	\$ 2,212,739	\$ 3,466,282	\$ 25,287,693

HOUSTON CITY COLLEGE
Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison
As of June 30, 2026
83.3% of Year

Division	FY 2026 Adjusted Budget	Actuals as of June 30, 2026	% Spent	FY 2025 Adjusted Budget	Actuals as of June 30, 2025	% Spent
Central College	\$ 16,407,653	\$ 13,924,497	84.9%	\$ 15,641,239	12,594,333	80.5%
Northwest College	19,942,114	16,419,871	82.3%	18,668,610	14,517,021	77.8%
Northeast College	18,714,704	16,039,175	85.7%	17,605,035	14,489,441	82.3%
Southwest College	19,754,276	15,993,012	81.0%	17,287,923	14,674,253	84.9%
Southeast College	17,720,205	15,670,978	88.4%	17,534,491	15,031,246	85.7%
Coleman College	23,636,182	18,669,737	79.0%	22,234,124	17,966,766	80.8%
Academic Instruction	84,410,626	75,536,160	89.5%	81,541,897	70,444,794	86.4%
Office of the Chancellor	12,083,116	8,916,328	73.8%	11,326,824	8,314,742	73.4%
Instructional Services	27,979,258	22,653,712	81.0%	20,671,886	15,051,770	72.8%
Online College	3,513,050	2,824,966	80.4%	3,169,769	2,522,735	79.6%
Student Services	11,096,424	7,735,559	69.7%	11,633,307	7,142,588	61.4%
Strategy, Planning & Institutional Effectiveness	4,971,122	3,504,079	70.5%	5,082,937	3,513,949	69.1%
External & Governmental Relations, Transfers and Alumni Relations	2,238,061	1,531,724	68.4%	2,145,764	1,414,330	65.9%
Legal & Compliance	23,384,660	18,440,644	78.9%	17,097,180	13,517,903	79.1%
Finance & Accounting	69,671,044	52,634,083	75.5%	72,852,963	58,911,866	80.9%
System	115,610,863	83,542,314	72.3%	124,035,263	75,484,867	60.9%
Grand Total	\$ 479,607,260	\$ 378,977,598	79.0%	\$ 465,139,254	\$ 350,217,222	75.3%

HOUSTON CITY COLLEGE

Balance Sheet by Fund

As of June 30, 2026

	CURRENT & LOAN FUNDS ¹	PLANT & BOND FUNDS ²	TOTAL ALL FUNDS	PRIOR YEAR TOTAL FUNDS 8-31-2025
ASSETS				
Current Assets:				
Cash & cash equivalents	\$ 113,305,209	\$ 121,965,503	\$ 235,270,712	\$ 222,525,282
Accounts receivable (net)	69,783,351	3,102,752	72,886,103	33,361,251
Deferred charges	1,034,081	-	1,034,081	12,374,580
Prepays	8,810,142	-	8,810,142	9,098,114
Total Current Assets	192,932,783	125,068,255	318,001,038	277,359,227
Non-current Assets:				
Restricted cash & cash equivalents	-	24,445,311	24,445,311	34,810,115
Long-term investments	302,354,874	12,964	302,367,838	219,554,291
Long-term lease receivable	18,734,515	-	18,734,515	18,241,761
Capital assets, net	9,020,405	1,110,397,413	1,119,417,818	1,134,300,351
Total Non-current Assets	330,109,794	1,134,855,689	1,464,965,483	1,406,906,518
Total Assets	\$ 523,042,577	\$ 1,259,923,944	\$ 1,782,966,521	\$ 1,684,265,745
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
Total Assets and Deferred Outflows of Resources	\$ 555,550,693	\$ 1,261,224,671	\$ 1,816,775,364	\$ 1,718,074,587
LIABILITIES				
Current Liabilities:				
Accounts payable	22,710,745	436,514	23,147,259	17,734,123
Accrued Interest- SBITA	466,208	-	466,208	466,208
Accrued liabilities	633,242	39,462	672,704	8,552,333
Compensated absences	15,972,276	-	15,972,276	15,972,276
Funds held for others	656,258	189,210	845,468	841,776
Deferred revenue	23,954,777	786,325	24,741,102	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	-	183,306	183,306	728,033
Bonds payable-current portion	-	-	-	37,570,000
Total Current Liabilities	73,838,320	1,634,817	75,473,137	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
Total Liabilities	\$ 306,180,376	\$ 476,523,439	\$ 782,703,815	\$ 831,660,891
Deferred Inflows of Resources:				
Leases	18,712,730	-	18,712,730	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	\$ 67,086,475	\$ 8,356,137	\$ 75,442,612	\$ 77,958,157
Total Liabilities and Deferred Inflows of Resources	\$ 373,266,851	\$ 484,879,576	\$ 858,146,427	\$ 909,619,048
Net Revenue/(Expenses)				
Unrestricted	104,215,312	-	104,215,312	(24,597,751)
Restricted	6,526,501	-	6,526,501	674,395
Net Investment in Plant	-	39,431,585	39,431,585	98,057,870
Ending Fund Balances	\$ 182,283,842	\$ 776,345,095	\$ 958,628,937	\$ 808,455,539
Total Liabilities & Fund Balances	\$ 555,550,693	\$ 1,261,224,671	\$ 1,816,775,364	\$ 1,718,074,587

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

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

HOUSTON CITY COLLEGE
Exemptions and Waivers Detail
As of June 30, 2026

	FY 2025		FY 2026	
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 06/30/2025	Year-to-Date Activity thru 06/30/2026	Actuals % Increase/ (Decrease)YTD vs. Prior YTD
Tuition & Fees				
Budget:				
Adjusted Budget, Annual*	\$ 126,237,802	\$ 131,342,650	\$ 114,395,960	-12.9%
Revenues:				
Gross Tuition & Fees	151,515,167	153,267,213	168,896,007	10.2%
Waivers & Exemptions:				
Dual Credit & Early College HS	(19,222,225)	(19,193,122)	(24,986,029)	30.2%
Other	(3,345,302)	(2,731,441)	(3,458,104)	26.6%
Total Waivers & Exemptions	(22,567,527)	(21,924,563)	(28,444,133)	29.7%
Total Tuition & Fees Revenue, Net	\$ 128,947,640	\$ 131,342,650	\$ 140,451,874	6.9%

Tuition & Fees - Extended Learning (EL)				
Budget:				
Adjusted Budget, Annual*	\$ 7,885,993	\$ 8,076,839	\$ 7,609,984	-5.8%
Revenues:				
Gross Tuition & Fees	8,435,498	8,076,839	8,721,187	8.0%
Waivers & Exemptions:				
Department of Corrections	-	-	-	0.0%
Total EL Tuition & Fees Revenue, Net	\$ 8,435,498	\$ 8,076,839	\$ 8,721,187	8.0%

	FY 2025		FY 2026	
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 06/30/2025	Year-to-Date Activity thru 06/30/2026	Actuals % Increase/ (Decrease)YTD vs. PriorYTD
Exemptions & Waivers				
Dual Credit & Early College HS Waiver	19,222,225	19,193,122	24,986,029	30.2%
Other Exemptions:				
Employee Fee Exemptions	46,164	45,685	53,116	16.3%
Firemen	43,929	40,803	26,382	-35.3%
Hazelwood	1,265,115	1,229,296	1,382,931	12.5%
Deaf & Blind	141,103	139,677	149,799	7.2%
High Ranking High School Grad	1,364	1,848	-	-100.0%
Good Neighbor Program	104,266	104,266	30,998	-70.3%
Child of Disabled Vet	2,817	2,642	3,501	32.5%
CHILDREN OF POW/PMA	397,808	-	-	100.0%
Employee of State College & University	4,703	5,273	1,282	-75.7%
Non-resident Teach/Research Assistant	10,602	10,602	16,993	60.3%
Non-resident Competitive Scholarships	6,555	6,555	12,526	91.1%
Senior Citizens	445,900	437,059	594,915	36.1%
Misc Tuition/Fees Waivers	-	10,300	-	-100.0%
Concurrent Enrollment	222	222	-	-100.0%
Foster Children-Resident	301,126	302,832	354,646	17.1%
TX Tomorrow Waiver	277	277	-	-100.0%
Surviving Spouse/Children	-	-	1,146	100.0%
Peace Officer Exemption	16,211	15,510	22,325	43.9%
Adopted Student Waiver	357,878	353,865	371,771	5.1%
FAST Book & OD Fees	199,262	24,729	435,773	1662.2%
Total Other Exemptions	3,345,302	2,731,441	3,458,104	26.6%
Grand Total Exemptions & Waivers	\$ 22,567,527	\$ 21,924,563	\$ 28,444,133	29.7%

*Amount net of exemptions & waivers.



HOUSTON CITY COLLEGE
3rd Quarter Investment Report (Including Deposits) by State Auditor's Office
March 1, 2026 through May 31, 2026

MAY 31, 2026
Market Value

Investment or Deposit Type		
Publicly Traded Equity and Similar Investments		
Common Stock (U.S. and foreign stocks held in separately managed accounts or internally managed by institution investment staff; exclude mutual or commingled funds)		
Equity/Stock Mutual Funds		
Balanced Mutual Funds (where target allocation is > 50% equities)		
"Common fund" Equity Commingled Funds		
Other Equity Commingled Funds (if primarily invested in publicly traded equities)		
Preferred Stock		
Other - list by type		
Total Publicly Traded Equity and Similar Investments		\$ -
"Other" Investments - Other than Publicly Traded Equity and Debt Investments		
Real Estate (include direct ownership & investments in real estate limited partnerships, private REITs, or similar vehicles; include a portfolio of publicly traded REITs if managed as a separate asset allocation category rather than comprising part of a broadly diversified stock portfolio)		
Other Real Asset Investments (e.g. investments in infrastructure funds)		
Private Equity		
Hedge Funds		
"Common fund" Alternative Asset Commingled Funds (Real Estate, Private Equity, Hedge Funds, Commodities, etc.)		
Annuities		
Commodities		
Collectibles		
Other - list by type		
Total "Other" Investments - Other than Publicly Traded Equity & Debt Investments		\$ -
Publicly Traded Debt & Similar Investments>1 year maturity		
U.S. Government Securities ("Treasuries")	\$	247,972,176
U.S. Government Agency Securities ("Agencies")		64,708,119
Mortgage Pass-throughs - "Agency"		13,080
Mortgage Pass-throughs - "Private Label"		
Certificates of Deposit (CD) - Nonnegotiable		50,000,000
Certificates of Deposit (CD) - Negotiable		
Asset-Backed Securities (ABS) (other than mortgage-backed securities)		
Sovereign Debt (non-U.S.)		
Municipal Obligations		
Collateralized Mortgage Obligations (CMOs) - list below by category		
Interest Only Strips (IOs)		
Principal Only Strips (POs)		
Inverse Floaters		
Stated Final Maturity longer than 10 years		
Other CMOs - "Agency"		
Other CMOs - "Private Label"		
Corporate Obligations (U.S. or foreign companies) - list below by rating		
Highly Rated (AAA/AA or equivalent)		
Other Investment Grade (A/BBB or equivalent)		
High Yield Bonds (<BBB or equivalent)		
Not Rated (NR)		
Fixed Income/Bond Mutual Funds (longer term; registered with the SEC)		
Balanced Mutual Funds (where target allocation is > 50% bonds or other debt securities)		
"Common fund" Fixed Income/Bond Commingled Funds		
Other Fixed Income/Bond Commingled Funds (primarily invested in publicly traded debt securities; not registered with the SEC)		
GICs (Guaranteed Investment Contracts)		
Other - list by type		
Total Publicly Traded Debt & Similar Investments >1 year		\$ 362,693,375
Short-Term Investments & Deposits		
U.S. Government Securities ("Treasuries")	\$	-
U.S. Government Agency Securities ("Agencies")		-
Bankers' Acceptances		
Commercial Paper - A1/P1 (or equivalent)		
Other Commercial Paper - lower rated		
Repurchase Agreements (Repos)		
Money Market Mutual Funds (registered with the SEC)		
Short-Term Mutual Funds Other than Money Market Mutual Funds (registered with the SEC)		
Public Funds Investment Pool Created to Function as a Money Market Mutual Fund (not registered with SEC)		
TexPool (and TexPool Prime)		83,103,902
Other Public Funds Investment Pools Functioning as Money Market Mutual Funds		51,535,321
Other Investment Pools - Short-Term (not created to function as a money market mutual fund) - Lone Star		70,256,928
Certificates of Deposit (CD) - Nonnegotiable		
Certificates of Deposit (CD) - Negotiable		
Bank Deposits (Savings Accounts)		
Cash at Bank		3,759,635
Cash Held at State Treasury		
Securities Lending Collateral Reinvestments (direct investments or share of pooled collateral)		
Other - list by type		
Total Short-Term Investments & Deposits		\$ 208,655,786
TOTAL INVESTMENTS and DEPOSITS		\$ 571,349,161
1. Does the institution employ outside investment advisors or managers and, if so, who are they (provide individual or firm name and address)? Do the outside investment advisors or managers have the authority to make investment decisions without obtaining prior approval?		
		NO
2. Does the institution use soft dollar, directed brokerage or directed commission, commission recapture, or similar arrangements (these arrangements typically involve using brokerage commissions as a means of paying for other related investment services through credits of a portion of brokerage commissions paid rather than through direct payments, or using selected brokers who will rebate a portion of commissions they receive on trades for the investor)? If the answer to this question is yes, the institution must summarize briefly the guidelines that govern the use of such arrangements.		
		NO
3. Is the institution associated with an independent endowment or foundation? If the answer to this question is yes, the institution must provide contact information (name and address) for the individual(s) who manage the independent endowment or foundation. The institution must also provide, if available, the market value of the endowment's or foundation's investments.		
		YES
HOUSTON CITY COLLEGE FOUNDATION 3100 Main (12th Floor), Houston, Texas 77002 Karen Schmidt, Executive Director and President, E-mail: karen.schmidt2@hccs.edu, Telephone: 713-718-8495 Malinda Wooten, Manager, Accounting & Financial Reporting, E-mail: malinda.wooten@hccs.edu, Telephone 713-718-6202		
Investments at Market Value as of August 31, 2025		\$ 22,354,407



HOUSTON CITY COLLEGE

MONTHLY INVESTMENT REPORT

For the Month of May 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

May 31, 2026

Beginning Book Value (May 1, 2026)	\$	597,974,910
Beginning Market Value (May 1, 2026)	\$	598,365,190
Additions/Subtractions (Book Value - Net)	\$	(30,233,573)
Change in Market Value	\$	(531,961)
Ending Book Value (May 31, 2026)	\$	567,741,337
Ending Market Value (May 31, 2026)	\$	567,599,759
Unrealized Gain/(Loss)	\$	(141,578)
WAM (45% of Portfolio's Weighted Average Maturity)		1 day
WAM (55% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)		435

* Net amount provided/(for) operations	\$	(30,245,992)
* Net amount provided/(for) CIP/others		12,419
	\$	<u>(30,233,573)</u>

EXECUTIVE SUMMARY

INVENTORY HOLDINGS REPORT

May 31, 2026

	Ending Book Value	Ending Market Value	Unrealized Gain (Loss)
US Treasuries	\$ 247,839,674	\$ 247,972,176	\$ 132,502
US Agencies	64,995,280	64,721,199	(274,081)
Local Government Pools	153,360,830	153,360,830	-
Money Market Funds	51,535,321	51,535,321	-
Certificate of Deposit	50,000,000	50,000,000	-
Interest Bearing Checking	10,232	10,232	-
Total	<u>\$ 567,741,337</u>	<u>\$ 567,599,759</u>	<u>\$ (141,578)</u>
WAR (Weighted Average Interest Rate)		<u>3.74%</u>	

INVESTMENTS
INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)
May 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	4,875	\$ (1,458)	\$ 5,012	\$ 6,333	\$ (45)	\$ 6,288	\$ 4,962	\$ (50)	\$ (1,326)
Fannie Mae ARM Pool 805454	Bank of America	4.6720%	0.0000%	12/23/04	12/01/34	7,912	(5,919)	8,184	13,831	(58)	13,773	8,119	(65)	(5,654)
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	10,071,325	9,980,570	-	9,980,570	10,030,531	(40,794)	49,961
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	3.7500%	3.7872%	04/10/26	04/09/29	15,000,000	15,679	14,924,953.20	14,984,320.80	-	14,984,321	14,863,211	(61,743)	(121,110)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	3.7500%	3.7950%	04/10/26	04/09/29	15,000,000	18,932	14,924,953.20	14,981,067.90	-	14,981,068	14,863,211	(61,743)	(117,857)
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	9,935,938	9,966,406	-	9,966,406	9,928,516	(7,422)	(37,891)
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	14,800,781	14,510,850	-	14,510,850	14,797,266	(3,516)	286,416
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	10,000,000	9,996,484	-	9,996,484	9,987,109	(12,891)	(9,375)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	3.6300%	3.5600%	09/13/24	09/13/27	15,000,000	(27,510)	14,951,212	15,027,510	-	15,027,510	14,939,800	(11,412)	(87,710)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	4.3500%	4.3430%	02/12/25	01/28/28	10,000,000	(1,750)	10,028,039	10,001,750	-	10,001,750	10,011,366	(16,673)	9,616
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	9,999,844	9,937,500	-	9,937,500	9,999,902	59	62,402
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	9,999,844	9,930,859	-	9,930,859	9,999,902	59	69,043
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	9,952,969	9,506,250	-	9,506,250	9,977,319	24,350	471,069
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	29,804,297	29,524,219	-	29,524,219	29,756,250	(48,047)	232,031
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	9,803,516	9,631,250	-	9,631,250	9,792,969	(10,547)	161,719
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	9,997,266	9,960,938	-	9,960,938	9,976,563	(20,703)	15,625
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	9,900,000.00	9,957,812.50	-	9,957,813	9,867,188	(32,813)	(90,625)
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	9,440,234.40	9,456,250.00	-	9,456,250	9,419,922	(20,313)	(36,328)
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	18,880,468.80	18,912,840.00	-	18,912,840	18,839,844	(40,625)	(72,996)
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	18,880,468.80	18,915,400.00	-	18,915,400	18,839,844	(40,625)	(75,556)
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	19,442,593.80	19,385,196.00	-	19,385,196	19,480,208	37,615	95,012
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	28,736,718.90	29,048,100.00	-	29,048,100	28,654,688	(82,031)	(393,413)
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	14,368,359.45	14,603,055.49	-	14,603,055	14,327,344	(41,016)	(275,712)
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	14,368,359.45	14,596,263.30	-	14,596,263	14,327,344	(41,016)	(268,920)
Debt Service 2001A Bond Interest Checking	Bank of America		1.8000%				-	1,320.66	1,320.66	2	1,323	1,323	-	-
HCCS Merchant Service	Bank of America		0.6600%				-	25,764.48	25,764.48	(25)	25,740	25,740	-	-
LTD 2013 Tax Bond General Checking	Bank of America		1.7900%				-	3,721.02	3,721.02	179	3,900	3,900	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sac)	Bank of America		3.5500%				-	3,252.19	3,252.19	10	3,262	3,262	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America		3.5500%				-	3,215,570	3,215,570	9,626	3,225,196	3,225,196	-	-
LTD 2013 Tax Bond General Checking	JP Morgan Chase		3.6000%				-	43,878.28	43,878.28	(64,608.48)	(20,730.20)	(20,730.20)	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sac)	JP Morgan Chase		0.0000%				-	78,973,011.88	78,973,011.88	(30,666,148.54)	48,306,863.34	48,306,863.34	-	-
Money Market 2006 Jr. Lien Debt Reserve	JP Morgan Chase		1.7900%				-	-	-	-	-	-	-	-
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		3.7770%				-	70,033,387.66	70,033,387.66	223,540.67	70,256,928.33	70,256,928.33	-	-
TexPool - General Funds	State Street Bank		3.6492%				-	13,893,860.80	13,893,860.80	95,333.92	13,989,194.72	13,989,194.72	-	-
TexPool - Prime	State Street Bank		3.7958%				-	68,946,087.44	68,946,087.44	168,619.55	69,114,706.99	69,114,706.99		
TOTAL								\$ 598,365,190	\$ 597,974,910	\$ (30,233,573)	\$ 567,741,337	\$ 567,599,759	\$ (531,961)	\$ (141,578)



Summary Operating Statements

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

For the Meeting of the Board of Trustees - August 5, 2026

**for
Houston City College**

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

Houston City College

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Summary of Financial Statements As of May 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. Also, in April 2026 a budget adjustment of \$4.7 million was completed for a previously approved legal obligation.

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 May 31, 2026, total revenues and fund balance transfer-ins are \$482.7 million. This represents 100.6% of the budgeted total of \$479.6 million. Expenses total \$340 million to date, which is 70.9% of the total expense budget of \$479.6 million. Compared with the same period last year, revenues and transfers are higher by 8.7 % and expenses are higher by 6.9%. Actual net revenue is \$142.7 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 10.5% 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 7.2% higher than last year at this time. Gross tuition and fee revenues are up 10.6% compared to last year due to increased enrollments and increased program offerings in high demand fields (see page 9). Total waivers and exemptions increased by 31.1% primarily due to Dual Credit waivers.

Continuing Education/Non-credit tuition and fees, net are 6.5% higher than last year at this time. Gross tuition and fees revenues are up by 6.5%.

Actual salaries for FY 2026 are 4.9% higher compared to FY 2025; this is due primarily to a Board approved salary increase of 2% for faculty and full-time employees. Part-time hourly staff

received a 1.5% increase. An increase in PT faculty, due to enrollment growth, also contributed to the increase. Employee benefits are higher by 8.4% 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 May 31, 2026

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
Revenues	\$ 460,450,954	\$ 29,714,068	\$ 7,383,580	\$ 63,547,842	\$ 127,808,369	\$ (27,260,084)	\$ 28,687,500	\$ 42,311,219	\$ 283,208	\$ 732,926,656
Expenses										
Salaries	198,483,260	4,020,129	791,799	-	3,118,127	-	39,836	-	-	206,453,150
Employee Benefits	24,962,925	16,361,140	153,921	-	-	-	-	-	-	41,477,986
Supplies & General Expense	4,004,060	331,864	675,303	-	-	36,866	187,442	-	-	5,235,535
Travel	467,455	88,631	44,758	-	-	-	-	-	-	600,844
Marketing Costs	1,757,454	41,772	2,700	-	-	-	-	-	-	1,801,926
Rentals & Leases	112,285	-	12,810	-	-	1,229	-	-	-	126,324
Insurance/Risk Mgmt.	8,173,853	875	1,673	-	-	-	-	-	-	8,176,401
Contracted Services	23,123,273	361,583	1,041,919	-	-	92,377	450,377	295,204	-	25,364,732
Utilities	7,543,169	-	401,635	-	-	-	-	-	-	7,944,803
Other Departmental Expenses	3,027,816	449,526	337,330	-	256,385	-	-	-	-	4,071,056
Instructional & Other Materials	6,172,903	298,723	834	-	-	190,023	536,845	-	-	7,199,328
Maintenance & Repair	1,604,727	57,561	12,559	-	-	-	9,131	-	-	1,683,977
Transfers (In)/Out ¹	43,084,012	-	-	-	(3,347,588)	(29,265,716)	970,216	(11,440,924)	-	-
Debt	4,688,675	-	-	-	-	-	-	46,377,664	-	51,066,339
Capital Outlay	7,753,633	822,240	450,770	-	-	4,384,320	13,110,271	-	-	26,521,234
Amortization/Depreciation	-	-	-	-	-	-	-	-	26,667,536	26,667,536
Scholarship Distribution	5,063,944	-	1,593,405	63,547,842	128,039,182	-	-	-	-	198,244,373
Total Expenses	340,023,444	22,834,044	5,521,415	63,547,842	128,066,105	(24,560,902)	15,304,116	35,231,944	26,667,536	612,635,544
Net Revenues/(Expenses)	120,427,510	6,880,024	1,862,166	-	(257,736)	(2,699,182)	13,383,384	7,079,275	(26,384,328)	120,291,112
Other Adjustments and Transfers										
Debt Principal Payments ²	-	-	-	-	-	-	-	-	-	-
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP ²	-	-	-	-	-	667,367	5,733,529	-	44,560,313	50,961,209
Transfers of Completed Projects/Assets	-	-	-	-	-	-	-	-	-	-
Transfers of Balances between Funds	-	-	-	-	-	-	-	-	-	-
Total Other Adjustments and Transfers	-	-	-	-	-	667,367	5,733,529	-	44,560,313	50,961,209
Beginning Fund Balances, Audited	42,783,470	897,080	23,605,096	238,698	4,017,685	126,030,418	-	20,049,079	590,834,013	808,455,539
Ending Fund Balances	\$ 163,210,980	\$ 7,777,104	\$ 25,467,261	\$ 238,698	3,759,949	\$ 123,998,603	\$ 19,116,913	\$ 27,128,354	\$ 609,009,998	\$ 979,707,860

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

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

HOUSTON CITY COLLEGE
Unrestricted Revenues and Expenses
Comparison to Budget and Previous Fiscal Year
As of May 31, 2026
75% of Year

	Budget Comparison			Previous Fiscal Year Comparison				
	FY 2026 Adjusted Budget	Year-to-Date Actuals Thru May 31, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru May 31, 2026	Year-to-Date Actuals Thru May 31, 2025	Increase (Decrease) FY 2026 Compared to FY 2025	% Increase (Decrease)	
REVENUES								
State Appropriations	\$ 72,938,399	\$ 59,350,848	81.4%	\$ 59,350,848	\$ 53,724,309	\$ 5,626,539	10.5%	
Ad Valorem Taxes	242,337,151	237,347,556	97.9%	237,347,556	221,498,782	15,848,774	7.2%	
Tuition & Fees, Net	114,395,960	139,383,013	121.8%	139,383,013	130,002,935	9,380,078	7.2%	
Other Local Income	19,406,390	15,474,716	79.7%	15,474,716	12,756,938	2,717,779	21.3%	
Tuition & Fees, Net -- Extended Learning	7,609,984	8,299,847	109.1%	8,299,847	7,791,681	508,167	6.5%	
Grant Revenue - Indirect Cost	650,000	594,973	91.5%	594,973	627,359	(32,385)	-5.2%	
Total Revenues	457,337,884	460,450,954	100.7%	460,450,954	426,402,003	34,048,951	8.0%	
Fund Balance Transfers-In	22,269,376	22,269,376	100.0%	22,269,376	17,809,983	4,459,393	25.0%	
Total Revenues and Fund Balance Transfers	\$ 479,607,260	\$ 482,720,330	100.6%	\$ 482,720,330	\$ 444,211,986	\$ 38,508,344	8.7%	
EXPENSES								
Salaries	260,767,218	198,483,260	76.1%	198,483,260	189,191,392	9,291,868	4.9%	
Employee Benefits	39,768,492	24,962,925	62.8%	24,962,925	23,018,012	1,944,914	8.4%	
Supplies & General Expense	6,421,957	4,004,060	62.3%	4,004,060	3,749,393	254,667	6.8%	
Travel	1,472,082	467,455	31.8%	467,455	552,222	(84,767)	-15.4%	
Marketing Costs	4,237,356	1,757,454	41.5%	1,757,454	2,229,683	(472,229)	-21.2%	
Rentals & Leases	430,019	112,285	26.1%	112,285	274,601	(162,316)	-59.1%	
Insurance/Risk Mgmt.	10,655,077	8,173,853	76.7%	8,173,853	8,194,874	(21,021)	-0.3%	
Contracted Services	41,614,423	23,123,273	55.6%	23,123,273	22,557,634	565,639	2.5%	
Utilities	11,286,381	7,543,169	66.8%	7,543,169	7,126,866	416,303	5.8%	
Other Departmental Expenses	5,767,692	3,027,816	52.5%	3,027,816	1,939,867	1,087,950	56.1%	
Instructional & Other Materials	12,377,274	6,172,903	49.9%	6,172,903	6,306,680	(133,778)	-2.1%	
Maintenance & Repair	3,169,231	1,604,727	50.6%	1,604,727	1,268,582	336,144	26.5%	
Transfers\Debt	48,246,760	47,772,687	99.0%	47,772,687	40,035,425	7,737,261	19.3%	
Contingency/Initiatives	6,694,400	-	100.0%	-	-	-	0.0%	
Capital Outlay	14,800,486	7,753,633	52.4%	7,753,633	11,371,330	(3,617,697)	-31.8%	
Scholarship Distribution	11,898,412	5,063,944	42.6%	5,063,944	397,808	4,666,136	100.0%	
Total Expenses	\$ 479,607,260	\$ 340,023,444	70.9%	\$ 340,023,444	\$ 318,214,369	\$ 21,809,075	6.9%	
NET REVENUE/(EXPENSES)	-	\$ 142,696,887		\$ 142,696,887	\$ 125,997,617	\$ 16,699,270		

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

Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary *	Bookstore Commission	Scholarships	Subtotal Uncommitted
Revenues	<u>\$ 4,079,876</u>	<u>\$ 213,595</u>	<u>\$ 1,095,910</u>	<u>\$ -</u>	<u>\$ 5,389,381</u>
Expenses					
Salaries	259,951	84,259	-	71,884	416,094
Employee Benefits	60,982	10,536	-	751	72,270
Supplies & General Expense	98,000	90,086	-		188,085
Travel			-		-
Marketing Costs			-		-
Rentals & Leases			-		-
Insurance/Risk Mgmt.			-		-
Contracted Services	1,099,736	13,089	-		1,112,825
Utilities			-		-
Other Departmental Expenses	631,766	266,584	-		898,350
Instructional & Other Materials			-		-
Maintenance & Repair			-		-
Transfers/Debt			-		-
Capital Outlay			-		-
Scholarship Distribution			-	1,555,808	1,555,808
Total Expenses	<u>2,150,435</u>	<u>464,553</u>	<u>-</u>	<u>1,628,444</u>	<u>4,243,432</u>
Contribution to Fund Balance	<u><u>\$ 1,929,441</u></u>	<u><u>\$ (250,958)</u></u>	<u><u>\$ 1,095,910</u></u>	<u><u>\$ (1,628,444)</u></u>	<u><u>1,145,949</u></u>
Beginning Fund Balance, Audited					<u>19,421,438</u>
Ending Fund Balance					<u><u>\$ 20,567,387</u></u>

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

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

Auxiliary Funds - International and Committed Portions

	International		Committed				Total
	Other International Initiatives	Subtotal International	Student Vending Commission	Student Activity Fee	Student Athletic Fee	Subtotal Committed	Total Auxiliary
Revenues	\$ -	\$ -	\$ -	\$ 1,101,147	\$ 893,052	\$ 1,994,200	\$ 7,383,580
Expenses							
Salaries	-	-	-	96,975	315,936	412,910	829,004
Employee Benefits	-	-	-	4,735	76,917	81,652	153,921
Supplies & General Expense	52,319	52,319	-	382,901	113,240	496,141	736,545
Travel		-	-			-	-
Marketing Costs		-	-			-	-
Rentals & Leases		-	-			-	-
Insurance/Risk Mgmt.		-	-			-	-
Contracted Services		-	-	43,231	63,992	107,223	1,220,049
Utilities		-	-			-	-
Other Departmental Expenses	3,706	3,706	-	70,995.85	53,036	124,032	1,026,088
Instructional & Other Materials		-	-			-	-
Maintenance & Repair		-	-			-	-
Transfers/Debt		-	-			-	-
Capital Outlay		-	-			-	-
Scholarship Distribution		-	-			-	1,555,808
Total Expenses	56,025	56,025	-	598,837	623,121	1,221,958	5,521,415
Contribution to Fund Balance	(56,025)	(56,025)	-	502,310	269,932	772,242	1,862,166
Beginning Fund Balance, Audited		1,399,422	(1,284,080)	2,083,297	1,985,018	2,784,235	23,605,095
Ending Fund Balance	\$ 1,343,398		\$ (1,284,080)	\$ 2,585,607	\$ 2,254,949	\$ 3,556,477	\$ 25,467,261

HOUSTON CITY COLLEGE
Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison
As of May 31, 2026
75% of Year

Division	FY 2026 Adjusted Budget	Actuals as of May 31, 2026	% Spent	FY 2025 Adjusted Budget	Actuals as of May 31, 2025	% Spent
Central College	\$ 16,493,257	\$ 12,507,755	75.8%	\$ 15,683,721	11,354,361	72.4%
Northwest College	19,917,158	14,876,572	74.7%	18,937,505	13,090,849	69.1%
Northeast College	18,762,735	14,327,355	76.4%	17,650,547	12,951,178	73.4%
Southwest College	19,785,326	14,461,114	73.1%	17,255,678	13,241,476	76.7%
Southeast College	17,792,226	14,182,982	79.7%	17,586,965	13,587,983	77.3%
Coleman College	23,746,597	16,908,545	71.2%	22,329,088	16,193,350	72.5%
Academic Instruction	83,731,673	66,935,138	79.9%	80,756,284	63,173,977	78.2%
Office of the Chancellor	12,132,810	8,012,158	66.0%	11,409,472	7,453,176	65.3%
Instructional Services	28,945,060	15,390,684	53.2%	20,842,361	12,851,898	61.7%
Online College	3,516,050	2,537,395	72.2%	3,182,761	2,282,356	71.7%
Student Services	11,099,117	6,976,064	62.9%	11,663,571	6,179,978	53.0%
Strategy, Planning & Institutional Effectiveness	5,036,276	3,160,666	62.8%	5,184,546	3,141,236	60.6%
External & Governmental Relations, Transfers and Alumni Relations	2,264,261	1,353,415	59.8%	2,163,404	1,260,766	58.3%
Legal & Compliance	23,494,714	17,552,103	74.7%	17,221,584	12,843,266	74.6%
Finance & Accounting	70,100,674	47,373,762	67.6%	73,223,385	53,384,842	72.9%
System	114,295,054	79,123,764	69.2%	123,421,929	71,212,061	57.7%
Grand Total	\$ 479,607,260	\$ 340,023,444	70.9%	\$ 465,139,254	\$ 318,214,369	68.4%

HOUSTON CITY COLLEGE

Balance Sheet by Fund

As of May 31, 2026

	CURRENT & LOAN FUNDS ¹	PLANT & BOND FUNDS ²	TOTAL ALL FUNDS	PRIOR YEAR TOTAL FUNDS 8-31-2025
ASSETS				
Current Assets:				
Cash & cash equivalents	\$ 110,527,182	\$ 124,123,959	\$ 234,651,141	\$ 222,525,282
Accounts receivable (net)	66,502,856	3,132,166	69,635,022	33,361,251
Deferred charges	584,009	-	584,009	12,374,580
Prepays	8,754,776	-	8,754,776	9,098,114
Total Current Assets	186,368,823	127,256,125	313,624,948	277,359,227
Non-current Assets:				
Restricted cash & cash equivalents	-	24,370,213	24,370,213	34,810,115
Long-term investments	312,678,955	13,080	312,692,035	219,554,291
Long-term lease receivable	18,734,515	-	18,734,515	18,241,761
Capital assets, net	9,020,405	1,111,742,099	1,120,762,504	1,134,300,351
Total Non-current Assets	340,433,875	1,136,125,392	1,476,559,267	1,406,906,518
Total Assets	\$ 526,802,698	\$ 1,263,381,517	\$ 1,790,184,215	\$ 1,684,265,745
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
Total Assets and Deferred Outflows of Resources	\$ 559,310,814	\$ 1,264,682,244	\$ 1,823,993,058	\$ 1,718,074,587
LIABILITIES				
Current Liabilities:				
Accounts payable	16,953,739	1,296,787	18,250,526	17,734,123
Accrued Interest- SBITA	466,208	-	466,208	466,208
Accrued liabilities	635,610	39,462	675,072	8,552,333
Compensated absences	15,972,276	-	15,972,276	15,972,276
Funds held for others	657,040	189,209	846,249	841,776
Deferred revenue	15,037,332	474,855	15,512,187	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	-	183,306	183,306	728,033
Bonds payable-current portion	-	-	-	37,570,000
Total Current Liabilities	59,167,019	2,183,619	61,350,638	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
Total Liabilities	\$ 291,509,075	\$ 477,072,241	\$ 768,581,316	\$ 831,660,891
Deferred Inflows of Resources:				
Leases	18,974,000	-	18,974,000	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	\$ 67,347,745	\$ 8,356,137	\$ 75,703,882	\$ 77,958,157
Total Liabilities and Deferred Inflows of Resources	\$ 358,856,820	\$ 485,428,378	\$ 844,285,198	\$ 909,619,048
Net Revenue/(Expenses)				
Unrestricted	122,289,676	-	122,289,676	(24,597,751)
Restricted	6,622,289	-	6,622,289	674,395
Net Investment in Plant	-	42,340,356	42,340,356	98,057,870
Ending Fund Balances	\$ 200,453,994	\$ 779,253,866	\$ 979,707,860	\$ 808,455,539
Total Liabilities & Fund Balances	\$ 559,310,814	\$ 1,264,682,244	\$ 1,823,993,058	\$ 1,718,074,587

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

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

HOUSTON CITY COLLEGE
Exemptions and Waivers Detail
As of May 31, 2026

	FY 2025		FY 2026	
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 05/31/2025	Year-to-Date Activity thru 05/31/2026	Actuals % Increase/ (Decrease)YTD vs. Prior YTD
Tuition & Fees				
Budget:				
Adjusted Budget, Annual*	\$ 126,237,802	\$ 130,002,935	\$ 114,395,960	-12.0%
Revenues:				
Gross Tuition & Fees	151,515,167	151,566,836	167,662,431	10.6%
Waivers & Exemptions:				
Dual Credit & Early College HS	(19,222,225)	(18,958,998)	(24,943,741)	31.6%
Other	(3,345,302)	(2,604,903)	(3,335,677)	28.1%
Total Waivers & Exemptions	(22,567,527)	(21,563,901)	(28,279,418)	31.1%
Total Tuition & Fees Revenue, Net	\$ 128,947,640	\$ 130,002,935	\$ 139,383,013	7.2%

Tuition & Fees - Extended Learning (EL)				
Budget:				
Adjusted Budget, Annual*	\$ 7,885,993	\$ 7,791,681	\$ 7,609,984	-2.3%
Revenues:				
Gross Tuition & Fees	8,435,498	7,791,680	8,299,847	6.5%
Waivers & Exemptions:				
Department of Corrections	-	-	-	0.0%
Total EL Tuition & Fees Revenue, Net	\$ 8,435,498	\$ 7,791,680	\$ 8,299,847	6.5%

	FY 2025		FY 2026	
	Prior Year Activity thru 8/31/2025	Year-to-Date Activity thru 05/31/2025	Year-to-Date Activity thru 05/31/2026	Actuals % Increase/ (Decrease)YTD vs. PriorYTD
Exemptions & Waivers				
Dual Credit & Early College HS Waiver	19,222,225	18,958,998	24,943,741	31.6%
Other Exemptions:				
Employee Fee Exemptions	46,164	42,141	51,814	23.0%
Firemen	43,929	38,867	24,821	-36.1%
Hazelwood	1,265,115	1,190,095	1,320,928	11.0%
Deaf & Blind	141,103	135,099	141,879	5.0%
High Ranking High School Grad	1,364	1,848	-	-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%
CHILDREN OF POW/PMA	397,808	-	-	100.0%
Employee of State College & University	4,703	5,273	1,282	-75.7%
Non-resident Teach/Research Assistant	10,602	11,030	15,283	38.6%
Non-resident Competitive Scholarships	6,555	6,555	12,526	91.1%
Senior Citizens	445,900	423,216	565,944	33.7%
Misc Tuition/Fees Waivers	-	3,705	-	100.0%
Concurrent Enrollment	222	222	-	0.0%
Foster Children-Resident	301,126	287,314	341,557	18.9%
TX Tomorrow Waiver	277	278	-	100.0%
Surviving Spouse/Children	-	-	1,146	100.0%
Peace Officer Exemption	16,211	13,497	21,236	57.3%
Adopted Student Waiver	357,878	350,865	366,989	4.6%
FAST Book & OD Fees	199,262	24,729	435,773	1662.2%
Total Other Exemptions	3,345,302	2,604,903	3,335,677	28.1%
Grand Total Exemptions & Waivers	\$ 22,567,527	\$ 21,563,901	\$ 28,279,418	31.1%

*Amount net of exemptions & waivers.

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
A.	Adoption of 2025 Hazard Mitigation Plan	Dr. Margaret Ford Fisher Robert McCracken

RECOMMENDATION

Approve a resolution adopting the 2025 version of the Harris County Multi-Jurisdictional Hazard Mitigation Plan.

COMPELLING REASON AND BACKGROUND

- Every five years, a coalition of local governmental bodies—including Houston City College—updates its hazard mitigation plan to prepare for and lessen the impacts of specified natural hazards. The coalition was formed to pool resources and create a uniform hazard mitigation strategy to be consistently applied throughout the planning area and ensure eligibility for grant funding success. The 2025 report reflects a comprehensive update to the plan and is consistent with federal guidelines establishing requirements for the plan. The plan has portions addressing both the Harris County area generally and a unique section for each participating local governmental body, including a 37-page annex unique to the College.
- The plan has already been approved by the Federal Emergency Management Agency (FEMA) and the Texas Division of Emergency Management (TDEM). Once the plan is adopted by all the members of the coalition, the coalition will become eligible to apply for hazard mitigation project funding under certain FEMA programs.

FISCAL IMPACT

There is no fiscal impact unless the College successfully pursues hazard mitigation grants.

LEGAL REQUIREMENT

Under the Disaster Mitigation Act of 2000, the College must adopt a hazard mitigation plan to be eligible for certain FEMA programs. 42 U.S.C. §§ 5121, et seq. This plan supports, and works in tandem with, the multihazard emergency operations plan the College has adopted under Texas law. Tex. Educ. Code § 37.108.

STRATEGIC ALIGNMENT

1. Student Success, 4. Community Investment

ATTACHMENTS:

Description	Upload Date	Type
Resolution of the Board of Trustees	8/12/2026	Resolution Letter
Executive Summary	8/12/2026	Attachment

This item is applicable to the following: District

**RESOLUTION OF THE BOARD OF TRUSTEES OF HOUSTON CITY COLLEGE
ADOPTING THE 2025 HARRIS COUNTY MULTI-JURISDICTIONAL
HAZARD MITIGATION PLAN**

WHEREAS, Houston City College f/k/a Houston Community College (HCC or the College) recognizes the threat that natural hazards pose to people and property within its community; and

WHEREAS, the College, and a coalition of other local governmental bodies in the Harris County area, has prepared a multi-hazard mitigation plan, hereby known as the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan, in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan has already been approved by the Federal Emergency Management Agency (FEMA) and the Texas Division of Emergency Management (TDEM); and

WHEREAS, the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the College's community from the impacts of future hazards and disasters; and

WHEREAS, adoption by the College's Board of Trustees (the Board) demonstrates the College's commitment to hazard mitigation and achieving the goals outlined in the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

- 1) In accordance with Sections 51.352(b) and 130.082(d) of the Education Code, which allows the College to act through resolutions or orders adopted or passed by the Board, the College adopts the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan.
- 2) This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in five years.

Approved this _____ day of _____, 2026.

Eva L. Loreda, Chair
HCC Board of Trustees

Attest:

Dr. Cynthia Lenton-Gary, Secretary
HCC Board of Trustees



2025

Harris County

Multi-Jurisdictional Hazard Mitigation Plan

EXECUTIVE SUMMARY

The purpose of this document is to familiarize you with the Harris County Multi-Jurisdictional Hazard Mitigation Plan that was recently updated so the necessary actions can be taken to adopt the plan. Each jurisdiction participating in the plan must formally adopt it in order to maintain eligibility for funding under Federal Emergency Management Agency (FEMA) hazard mitigation grant programs.

Hazard mitigation is the use of long-term and short-term policies, programs, projects, and other activities to minimize the loss of life, injury, and property damage that can result from a disaster. Hazard mitigation is the first step in reducing risk and is the most effective way to reduce costs associated with hazards. This hazard mitigation plan examines Harris County's vulnerability to identified hazards and outlines actions that Harris County and participating entities can take to mitigate those hazards. This 2025 update to the plan was coordinated with 42 planning partners in the County:

- Harris County
- Harris County Flood Control District
- Harris County Office of County Administration
- City of Bellaire
- City of Bunker Hill Village
- City of Deer Park
- City of El Lago
- City of Friendswood
- City of Galena Park
- City of Hedwig Village
- City of Hilshire Village
- City of Humble
- City of Hunters Creek Village
- City of Jacinto City
- City of Jersey Village
- City of Katy
- City of La Porte
- City of Missouri City
- City of Morgan's Point
- City of Nassau Bay
- City of Pasadena
- City of Piney Point Village
- City of Seabrook
- City of Shoreacres
- City of Southside Place
- City of Spring Valley Village
- City of Stafford
- City of Taylor Lake Village
- City of Tomball
- City of Waller
- City of Webster
- City of West University Place
- Cypress Creek Drainage District
- Cypress Fairbanks Independent School District
- Goose Creek Independent School District
- Gulf Coast Authority
- Harris Health System
- Houston Community College
- Lee College
- San Jacinto College
- Spring Independent School District
- University of Houston
- Varnett Public School

This coordination in planning facilitated a more efficient planning process than would be accomplished by each jurisdiction developing its own plan. It allowed these planning partners to pool resources and eliminate redundant activities.

In updating the hazard mitigation plan, the participating jurisdictions fully coordinated with and solicited participation from county and local governments, relevant organizations and groups, state and federal agencies, and the public. This coordination ensured that stakeholders had established communication channels and relationships to support mitigation planning and mitigation actions included in the plan.

The hazards examined in the plan include the following:

- Coastal erosion
- Dam/levee failure
- Drought
- Earthquake
- Energy pipeline failure
- Extreme cold
- Extreme heat
- Flood
- Hurricane/coastal storms
- Mass movement
- Public health emergency
- Severe weather
- Technology failure
- Toxic release/hazardous materials incident
- Tsunami
- Utility failure
- Wildfire

The risk and vulnerability associated with each of these hazards were determined for each participating jurisdiction, based on past events, past and predicted future losses, and the expected probability of future occurrence. From these evaluations, hazards were ranked as high, medium, or low risk to each jurisdiction. The hazard rankings were used to focus and prioritize individual jurisdictional mitigation strategies.

The planning process included a review and update of mitigation goals and objectives that were previously established. The updated goals and objectives guide the selection of mitigation actions to address risk from the identified hazards. Mitigation goals were updated based on the updated risk assessment, discussions, research, and input from plan participants and stakeholders. The goal development process considered the goals outlined in the 2023 Texas State Hazard Mitigation Plan, as well as other relevant county and local planning documents. The following goals were established for the 2025 hazard mitigation plan update:

1. Improve and coordinate data collection efforts to fully maximize mitigation capabilities.
2. Enhance public outreach strategies to improve information sharing regarding hazards, including risk reduction strategies.
3. Reduce the impacts of hazards on people and property and protect natural and cultural resources.
4. Work to improve and coordinate existing local plans, policies, codes, and regulations to reduce hazard impacts.
5. Implement property protection measures to reduce or eliminate repetitive loss occurrences.

6. Investigate and implement a range of structural projects that will reduce the effects of hazards on public and private property throughout the County.
7. Investigate and implement a range of nature-based solutions that utilize, enhance, and protect natural resources and their ability to reduce hazard impacts.
8. Advance hazard analysis and mitigation strategies to reflect interdependencies across infrastructure and community lifelines.
9. Prioritize mitigation investments to inform and support efforts to seek funding.

Maintenance of the plan includes a schedule for monitoring and evaluating the plan annually and producing an updated plan every five years. The plan will be available online at ReadyHarris.org.

38. HOUSTON COMMUNITY COLLEGE

This jurisdictional annex to the Harris County Multi-Jurisdictional Hazard Mitigation Plan (MJ-HMP) provides information to assist Houston Community College (HCC) with reducing losses from future hazard events. This annex is not guidance on what to do when a disaster occurs; its focus is on actions that can be implemented prior to a disaster to reduce or eliminate damage to property and people. The annex presents a general overview of HCC, describes who participated in the planning process, assesses HCC’s risk, vulnerability, and capabilities, and outlines a strategy for achieving a more resilient community.

38.1 HAZARD MITIGATION PLANNING TEAM

HCC identified primary and alternate HMP points of contact and developed this plan over the course of several months, with input from many departments. The HCC Local Mitigation Planning Team represented the community within the Harris County MJ-HMP Planning Partnership and Steering Committee, and they also supported the local planning process by securing input from persons with specific knowledge to enhance the plan. All departments were asked to contribute to the annex development by reviewing and contributing to the capability assessment, reporting on the status of previously identified actions, and participating in action identification and prioritization.

Table 38-1 summarizes jurisdiction officials who participated in the development of the annex and in what capacity. Additional documentation of the jurisdiction’s planning activities through Planning Partnership meetings is included in Volume I.

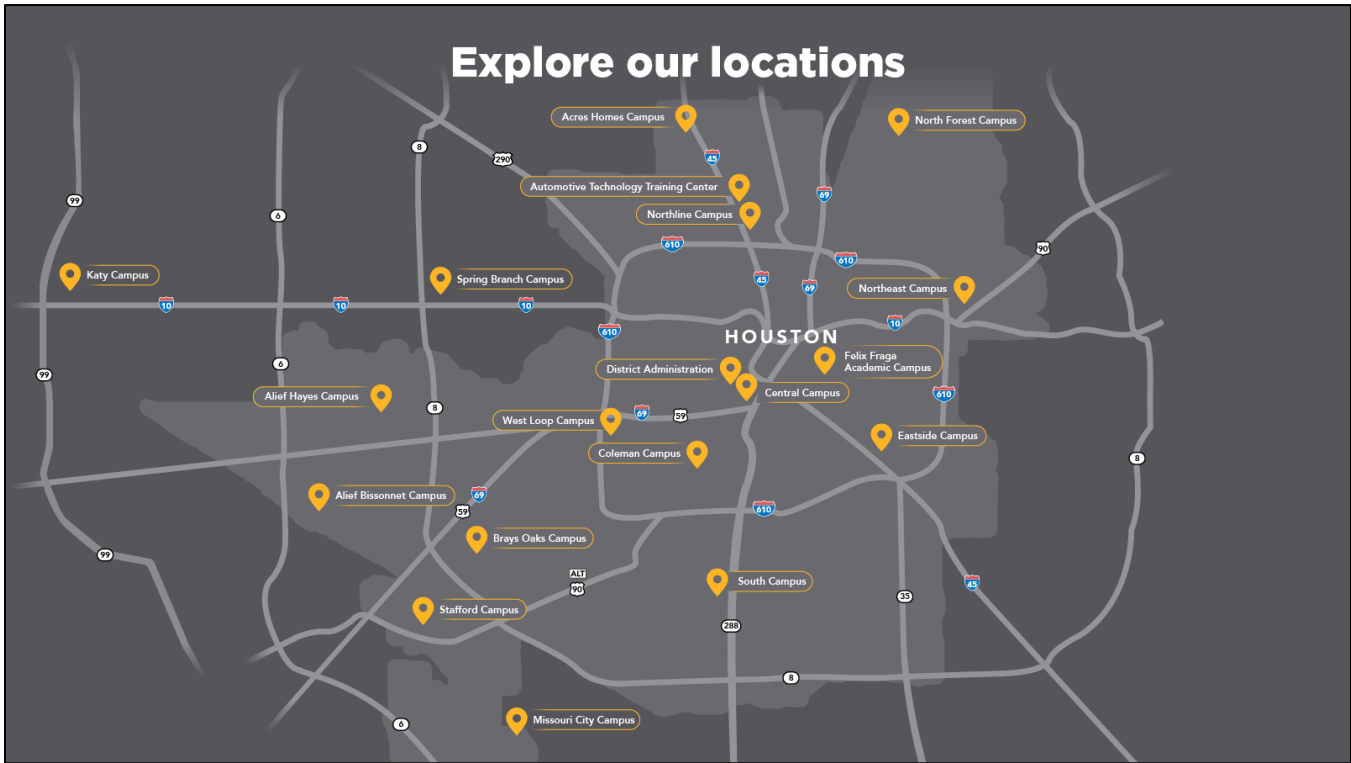
Table 38-1. Hazard Mitigation Planning Team

Primary Point of Contact	Alternate Point of Contact
Name/Title: David Potts/Manager of Emergency Management Address: 3100 Main Street, Houston, TX 77002 Phone Number: 713-718-2591 Email: david.potts@hccs.edu	Name/Title: Robert McCracken/Vice Chancellor Administration & Operations Address: 3100 Main Street, Houston, TX 77002 Phone Number: 713-718-7520 Email: robert.mccracken@hccs.edu
National Flood Insurance Program Floodplain Administrator	
Name/Title: N/A Address: N/A Phone Number: N/A Email: N/A	
Additional Contributors	
Name/Title: James Walker, Chief Facilities Officer (Interim) Method of Participation: Meetings and provision of data.	
Name/Title: Timothy Ramirez, Chief of Police Method of Participation: Meetings and provision of data.	
Name/Title: Gwen Drumgoole, Director Risk Management Method of Participation: Meetings and provision of data.	

38.2 COMMUNITY PROFILE

Since its opening in 1971, millions of students have improved their lives through education and training obtained from Houston Community College (HCC). The College is an open-admission, public institution of higher education offering a high-quality, affordable education for academic advancement, workforce training, career development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society. HCC awards bachelor’s degrees, associate degrees, and workforce certificates as well as providing academic courses for transfer to four-year institutions, continuing education, corporate training, adult education and lifelong learning and enrichment programs. Figure 38-1 maps the HCC campus locations while Table 38-2 provides additional location information for each campus or facility.

Figure 38-1. Houston Community College Locations



Source: (HCC 2025)

Table 38-2. Houston Community College Campus and Facility Locations

Facility Name	Address	City	Lat	Lon
HCC - Katy Campus	22910 Colonial Parkway	Katy	29.79451	-95.76816
HCC - Spring Branch Campus	1010 W Sam Houston Pkwy N	Houston	29.78639	-95.56071
HCC - Alief Hayes Campus	2811 Hayes Rd,	Houston	29.73429	-95.57412
HCC - Alief Bissonnet Campus	13803 Bissonnet St	Houston	29.68037	-95.6258
HCC - Brays Oaks Campus	8855 W Bellfort St,	Houston	29.65534	-95.53123
HCC - Stafford Campus	10041 Cash Rd	Stafford	29.6261	-95.55589
HCC - Missouri City Campus	1600 Texas Pkwy	Missouri City	29.60398	-95.52808
HCC - South Campus	1990 Airport Blvd	Houston	29.64253	-95.38954
HCC - Coleman Campus	1900 Pressler St	Houston	29.70395	-95.40488
HCC - West Loop Campus	5601 W Loop S.	Houston	29.72147	-95.45746
HCC - Central Campus	1300 Holman St	Houston	29.73724	-95.37637
HCC - District Administration Office	3100 Main St	Houston	29.74226	-95.3772
HCC - Eastside Campus	6815 Rustic St	Houston	29.70467	-95.29762
HCC - Felix Fraga Academic Campus	301 N Drennan St	Houston	29.7522	-95.33222
HCC - Northeast Campus	555 Community College Dr	Houston	29.78107	-95.25888
HCC - Northline Campus	8001 Fulton St	Houston	29.83431	-95.37681
HCC - Automotive Technology Training Center (ATTC)	4638 Airline Dr	Houston	29.83417	-95.38356
HCC - North Forest Campus	6010 Little York Rd	Houston	29.87058	-95.29908
HCC - Acres Homes Campus	630 W Little York Rd	Houston	29.87173	-95.41091

HCC employs approximately 2,450 full-time faculty and staff and 2,550 adjunct faculty and part-time staff. Operations are funded primarily through local property tax, state appropriations, and tuition and fees. The Board of Trustees is composed of nine members elected from single-member districts. The Board of Trustees is the official governing body of HCC and is responsible for the adoption of this plan. The Office of Emergency Management will oversee its implementation.

38.3 JURISDICTIONAL CAPABILITY ASSESSMENT AND INTEGRATION

HCC performed an inventory and analysis of existing capabilities, plans, programs, and policies that enhance its ability to implement mitigation strategies. Volume I describes the components included in the capability assessment and their significance for hazard mitigation planning. The jurisdictional assessment for this annex includes analyses of the following:

- Planning and regulatory capabilities
- Development and permitting capabilities
- Administrative and technical capabilities
- Fiscal capabilities

- Education and outreach capabilities
- Classification under various community mitigation programs
- Adaptive capacity to withstand hazard events

For a community to succeed in reducing long-term risk, hazard mitigation must be integrated into day-to-day local government operations. As part of the hazard mitigation analysis, planning and policy documents were reviewed, and each jurisdiction was surveyed to obtain a better understanding of their progress toward plan integration. Development of an updated mitigation strategy provided an opportunity for HCC to identify opportunities for integrating mitigation concepts into ongoing procedures.

38.3.1 Planning and Regulatory Capability and Integration

Table 38-3 summarizes the planning and regulatory tools that are available to HCC.

Table 38-3. Planning and Regulatory Capability and Integration

	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
CODES, ORDINANCES, & REGULATIONS				
Building Code	N/A	N/A	N/A	N/A
Zoning/Land Use Code	N/A	N/A	N/A	N/A
Subdivision Code	N/A	N/A	N/A	N/A
Site Plan Code	N/A	N/A	N/A	N/A
Stormwater Management Code	N/A	N/A	N/A	N/A
Post-Disaster Recovery/ Reconstruction Code	N/A	N/A	N/A	N/A
Real Estate Disclosure Requirements	N/A	N/A	N/A	N/A
Growth Management	N/A	N/A	N/A	N/A
Environmental Protection Ordinance(s)	N/A	N/A	N/A	N/A
Flood Damage Prevention Ordinance	N/A	N/A	N/A	N/A
Wellhead Protection	N/A	N/A	N/A	N/A
Emergency Management Ordinance	N/A	N/A	N/A	N/A
Climate Change Ordinance	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A

	Jurisdiction has this? (Yes/No)	Citation and Date (code chapter or name of plan, date of enactment or plan adoption)	Authority (local, county, state, federal)	Responsible Person, Department or Agency
PLANNING DOCUMENTS				
General/Comprehensive Plan	Yes	HCC Internal	HCC Internal	Strategic Planning & Institutional Effectiveness
Capital Improvement Plan	Yes	HCC Internal	HCC Internal	Facilities
Disaster Debris Management Plan	N/A	N/A	N/A	N/A
Floodplain Management or Watershed Plan	N/A	N/A	N/A	N/A
Stormwater Management Plan	Yes	HCC Internal	Unknown	Facilities
Open Space Plan	N/A	N/A	N/A	N/A
Urban Water Management Plan	N/A	N/A	N/A	N/A
Habitat Conservation Plan	N/A	N/A	N/A	N/A
Economic Development Plan	N/A	N/A	N/A	N/A
Community Wildfire Protection Plan	N/A	N/A	N/A	N/A
Community Forest Management Plan	N/A	N/A	N/A	N/A
Transportation Plan	N/A	N/A	N/A	N/A
Agriculture Plan	N/A	N/A	N/A	N/A
Climate Action/Resilience/Sustainability Plan	N/A	N/A	N/A	N/A
Tourism Plan	N/A	N/A	N/A	N/A
Business/ Downtown Development Plan	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A
RESPONSE/RECOVERY PLANNING				
Emergency Operations Plan	Yes	HCC Internal / TxSCC	HCC Internal / TxSCC	Emergency Management
Continuity of Operations Plan	Yes	HCC Internal / TxSCC	HCC Internal / TxSCC	Emergency Management
Substantial Damage Response Plan	Yes	HCC Internal Business Continuity Plan	HCC Internal	Emergency Management
Threat and Hazard Identification and Risk Assessment	Yes	HCC Internal / TxSCC	HCC Internal / TxSCC	Emergency Management
Post-Disaster Recovery Plan	Yes	HCC Internal Business Continuity Plan	HCC Internal / TxSCC	Emergency Management
Public Health Plan	Yes	HCC Emergency Operations Plan	HCC Internal / TxSCC	Emergency Management & Risk Management
Other:	No	N/A	N/A	N/A

38.3.2 Development and Permitting Capability

Table 38-4 summarizes the capabilities of HCC to oversee and track development.

Table 38-4. Development and Permitting Capability

	Yes/No	Comment
Do you issue development permits?	No	Land use is monitored through the capital improvement plan
- If you issue development permits, what department is responsible? - If you do not issue development permits, what is your process for tracking new development?	N/A	N/A
Are permits tracked by hazard area? (For example, floodplain development permits.)	No	N/A
Do you have a buildable land inventory?	Yes	Inventory of buildable land maintained in a spreadsheet
If you have a buildable land inventory, please describe	N/A	N/A
Describe the level of buildout in your jurisdiction.	N/A	Not a Developer

38.3.3 Administrative and Technical Capability

Table 38-5 summarizes potential staff and personnel resources available to HCC and their current responsibilities that contribute to hazard mitigation.

Table 38-5. Administrative and Technical Capabilities

Resources	Available? (Yes/No)	Comment (available staff, responsibilities, support of hazard mitigation)
ADMINISTRATIVE CAPABILITY		
Planning Board	No	N/A
Zoning Board of Adjustment	No	N/A
Planning Department	No	N/A
Mitigation Planning Committee	Yes	HCC Internal Committee
Environmental Board/Commission	No	N/A
Open Space Board/Committee	No	N/A
Economic Development Commission/Committee	No	N/A
Public Works/Highway Department	No	N/A
Construction/Building/Code Enforcement Department	Yes	Facilities Department reviews and approves all building modifications and construction.
Emergency Management/Public Safety Department	Yes	HCC Emergency Management & HCC Police Department
Maintenance programs to reduce risk (stormwater maintenance, tree trimming, etc.)	Yes	Maintenance staff and contracted services

Resources	Available? (Yes/No)	Comment (available staff, responsibilities, support of hazard mitigation)
Mutual aid agreements	Yes	<i>Listed in Emergency Operations Plan</i>
Human Resources Manual - Do any job descriptions specifically include identifying or implementing mitigation projects or other efforts to reduce natural hazard risk?	Yes	<i>N/A</i>
TECHNICAL/STAFFING CAPABILITY		
Planners or engineers with knowledge of land development and land management practices	No	<i>N/A</i>
Engineers or professionals trained in building or infrastructure construction practices	Yes	<i>Facilities Department</i>
Planners or engineers with an understanding of natural hazards	Yes	<i>Facilities Department</i>
Staff with expertise or training in benefit/cost analysis	Yes	<i>HCC Accounting Department</i>
Professionals trained in conducting damage assessments	Yes	<i>HCC Facilities and HCC Risk Management</i>
Personnel skilled or trained in GIS and/or Hazus applications	No	<i>N/A</i>
Staff that work with socially vulnerable populations or underserved communities	Yes	<i>HCC Student Services</i>
Environmental scientists familiar with natural hazards	No	<i>N/A</i>
Surveyors	No	<i>N/A</i>
Emergency manager	Yes	<i>HCC Emergency Management Mgr. All Hazards Emergency Management</i>
Grant writers	Yes	<i>HCC Internal</i>
Resilience Officer	No	<i>N/A</i>

38.3.4 Fiscal Capability

Table 38-6 summarizes financial resources available to Houston Community College.

Table 38-6. Fiscal Capabilities

Financial Resources	Accessible or Eligible to Use? (Yes/No)
Community Development Block Grants (CDBG, CDBG-DR)	<i>No</i>
Capital improvement project funding	<i>Yes</i>
Authority to levy taxes for specific purposes	<i>Yes</i>
User fees for water, sewer, gas, or electric service	<i>No</i>
Impact fees for homebuyers or developers of new development/homes	<i>No</i>
Stormwater utility fee	<i>No</i>
Incur debt through general obligation bonds	<i>Yes</i>
Incur debt through special tax bonds	<i>Yes</i>
Incur debt through private activity bonds	<i>No</i>
Withhold public expenditures in hazard-prone areas	<i>No</i>
Other federal or state funding programs	<i>Yes</i>
Open Space Acquisition funding programs	<i>No</i>

38.3.5 Education and Outreach Capability

Table 38-7 summarizes the education and outreach resources available to HCC.

Table 38-7. Education and Outreach Capabilities

Outreach Resources	Available? (Yes/No)	Comment
Public information officer or communications office	Yes	N/A
Personnel skilled or trained in website development	Yes	N/A
Hazard mitigation information available on your website	Yes	<i>Resiliency Program and Emergency Management pages</i>
Social media for hazard mitigation education and outreach	Yes	N/A
Citizen boards or commissions that address issues related to hazard mitigation	No	N/A
Warning systems for hazard events	Yes	N/A
Natural disaster/safety programs in place for schools	Yes	<i>Response Outlined in Emergency Operation Plan & Emergency Response Guidebook</i>
Organizations that conduct outreach to socially vulnerable populations and underserved populations	No	N/A
Public outreach mechanisms / programs to inform citizens on natural hazards, risk, and ways to protect themselves during such events	Yes	<i>Student and employee education events, community resiliency education seminars</i>

38.3.6 Community Classifications

Table 38-8 summarizes classifications for community programs available to HCC.

Table 38-8. Community Classifications

Program	Participating? (Yes/No)	Classification	Date Classified
Community Rating System (CRS)	Yes	5	2024
Building Code Effectiveness Grading Schedule (BCEGS)	Yes	4/4	2014
Public Protection (ISO Fire Protection Classes 1 to 10)	Yes	1	2023
National Weather Service StormReady Certification	No	N/A	N/A
Firewise Communities classification	No	N/A	N/A
Other: Organizations with mitigation focus (advocacy group, non-government)	N/A	N/A	N/A

N/A = Not applicable

38.3.7 Adaptive Capacity

Adaptive capacity is defined as “the ability of systems, institutions, humans and other organisms to adjust to potential damage, to take advantage of opportunities, or respond to consequences” (IPCC 2022). Each jurisdiction has a unique combination of capabilities to adjust to, protect from, and

withstand a future hazard event, future conditions, and changing risk. Table 38-9 summarizes the adaptive capacity for each identified hazard of concern and the jurisdiction's capability to address related actions using the following classifications:

- Strong: Capacity exists and is in use.
- Moderate: Capacity might exist; but is not used or could use some improvement.
- Weak: Capacity does not exist or could use substantial improvement

Table 38-9. Adaptive Capacity

Hazard	Adaptive Capacity - Strong/Moderate/Weak
Coastal Erosion	<i>Weak</i>
Dam/Levee Failure	<i>Moderate</i>
Drought	<i>Weak</i>
Earthquake	<i>Weak</i>
Extreme Cold	<i>Strong</i>
Extreme Heat	<i>Strong</i>
Flooding	<i>Strong</i>
Hurricane, Coastal Storm	<i>Strong</i>
Mass Movement	<i>Weak</i>
Severe Weather	<i>Strong</i>
Tsunami	<i>Weak</i>
Wildfire	<i>Moderate</i>
Energy Pipeline Failure	<i>Moderate</i>
Public Health Emergency	<i>Moderate</i>
Technology Failure	<i>Moderate</i>
Toxic Release/Hazardous Materials	<i>Moderate</i>
Utility Failure	<i>Moderate</i>

38.3.8 Integration With Other Planning Initiatives

Houston Community College (HCC) operates across multiple campuses within Harris County and neighboring jurisdictions, making it both a major educational provider and a critical regional partner in resilience-building efforts. To ensure that the goals and actions of the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan (MJ-HMP) are effectively implemented, HCC will integrate its mitigation strategy across its emergency management, facilities, administrative, and fiscal systems, ensuring mitigation remains an ongoing component of institutional planning and operations.

Integration into Planning and Regulatory Mechanisms

Although HCC does not exercise land-use or zoning authority, it possesses robust institutional planning tools that can directly embed hazard-mitigation concepts:

- *Emergency Operations Plan (EOP)*: The EOP, maintained by the Office of Emergency Management and aligned with the Texas State Security Council (TxSSC), will incorporate updated hazard data from the MJ-HMP into annexes addressing severe weather, hazardous materials, and public-health emergencies. Action HCC_14 calls for annual updates to ensure all hazard-specific annexes reflect current FEMA guidance and local hazard trends.
- *Continuity of Operations Plan (COOP)*: The COOP will be reviewed annually to integrate mitigation strategies for facility disruptions, power loss, and technology failure—ensuring continuity of instruction, digital operations, and essential functions across all campuses.
- *Institutional Strategic and Capital Plans*: HCC’s Strategic Planning & Institutional Effectiveness unit and Facilities Department will use the HMP’s hazard exposure data when prioritizing campus renovations, expansions, and new construction projects. This includes integrating hazard-resistant standards for roofing, building envelopes, and mechanical/electrical systems per mitigation Actions HCC_6, HCC_10, and HCC_11.
- *Stormwater and Site Drainage Management*: Facilities will continue to apply flood-reduction measures consistent with mitigation Action HCC_12, ensuring site designs and capital projects reduce stormwater exposure and drainage-related hazards.
- *Post-Disaster Recovery and Debris Management Plans*: The Post-Disaster Recovery Plan and Business Continuity Plan will embed hazard-specific recovery procedures identified in the MJ-HMP, as required under mitigation Action HCC_5.

Integration into Administrative and Operational Mechanisms

HCC maintains strong administrative and technical capabilities that support long-term mitigation and resilience:

- *Emergency Management Leadership*: The Manager of Emergency Management will continue leading the HCC Mitigation Planning Committee, coordinating with Facilities, Police, Risk Management, and Finance to monitor and advance mitigation actions (HCC_2 and HCC_13).
- *Facilities Operations*: Facilities staff will apply mitigation principles in maintenance routines—e.g., tree trimming, HVAC protection, drainage maintenance, and backup-generator operations—to reduce vulnerability to flooding, wind, and extreme-temperature hazards.
- *Risk Management Integration*: The Director of Risk Management will ensure that mitigation priorities, such as campus hardening and continuity improvements, are considered in all facility risk assessments and insurance reviews.
- *Training and Coordination*: Emergency management and security staff will engage in Harris County and regional training opportunities on hazard analysis, continuity planning, and post-event damage assessment to enhance institutional readiness.

Integration into Fiscal and Capital Improvement Mechanisms

Financial integration is a critical component of sustaining mitigation outcomes. HCC’s fiscal mechanisms will support hazard-resilient planning through the following actions:

- *Capital Improvement Program (CIP):* The CIP will prioritize hazard-resilient infrastructure projects, such as structural retrofits, roof reinforcements, and floodproofing at critical campuses identified as flood-exposed (e.g., Northeast, South, and Coleman campuses).
- *Resiliency Operations Center:* Through Action HCC_7, the College will pursue the establishment of a Resiliency Center of Excellence to coordinate training, research, and recovery support during disaster events.
- *Funding Alignment:* The Office of Finance will evaluate opportunities to align MJ-HMP projects with available FEMA Hazard Mitigation Grant Program (HMGP), and Community Development Block Grant Mitigation (CDBG-MIT) funding streams.
- *Bond Planning and Capital Debt Instruments:* Future bond proposals will integrate hazard-resilience measures, ensuring new capital projects include elevated systems, redundant utilities, and reinforced building envelopes.

Integration into Education, Outreach, and Engagement Mechanisms

- *Public Awareness and Preparedness Campaigns:* HCC's Public Information Office and Communications Department will disseminate preparedness information through the Resiliency Program webpage, campus newsletters, and social media channels, in support of Area-Wide Action AW-2 (ReadyHarris linkage).
- *Student and Staff Training:* HCC will expand its "Resiliency Education Series" to include workshops on severe weather preparedness, flood safety, and power-outage response, ensuring all students and staff understand hazard risks.
- *Community Resilience Partnerships:* HCC will continue to collaborate with Harris County OHSEM, the City of Houston, and regional higher-education partners to host emergency-preparedness fairs and promote community risk-reduction awareness.

Plan Maintenance and Evaluation

To maintain ongoing alignment between HCC's operations and the MJ-HMP, the following procedures will be institutionalized:

- *Annual Review:* The Office of Emergency Management will lead annual reviews of mitigation actions (HCC_1 – HCC_15) to track progress, funding needs, and obstacles.
- *Cross-Departmental Coordination:* An internal Mitigation Integration Committee—comprising Facilities, Finance, Risk Management, and Emergency Management—will review hazard-reduction progress and integrate findings into the following year's institutional budget and CIP cycle.
- *Reporting to Harris County OHSEM:* HCC will submit annual updates to Harris County OHSEM documenting progress toward mitigation actions and changes to capabilities or hazard exposure, fulfilling Action HCC_2.
- *After-Action Integration:* Post-disaster evaluations, such as those conducted following Hurricane Beryl (2024) and Winter Storm Enzo (2025), will inform revisions to the EOP and COOP to reflect lessons learned and updated hazard exposure data.

Through consistent coordination between Emergency Management, Facilities, Finance, and Risk Management, Houston Community College will ensure the MJ-HMP’s mitigation strategy is embedded in all institutional planning and decision-making. This includes updating core operational plans, prioritizing resilient infrastructure investments, and engaging students and staff in preparedness education. These steps will enhance HCC’s ability to mitigate flooding, extreme weather, power disruptions, and other hazards, protecting the college’s physical assets, academic mission, and surrounding communities while maintaining eligibility for FEMA mitigation funding and advancing regional resilience goals.

38.4 NATIONAL FLOOD INSURANCE PROGRAM COMPLIANCE

Educational institutions are not participants in FEMA’s National Flood Insurance Program (NFIP). Table 38-10 and Table 38-11, summarizing NFIP information, are included here only so that this annex aligns with the other participating entities in the 2025 Harris County MJ-HMP.

Table 38-10. HCC NFIP Summary of Policy and Claim Statistics

# Policies	36
# Claims (Losses)	N/A
Total Loss Payments	N/A
# Repetitive Loss Properties (NFIP definition)	N/A
# Repetitive Loss Properties (FMA definition)	N/A
# Severe Repetitive Loss Properties	N/A
# Policies Within the 1% Annual Chance Flood Boundary	N/A

NFIP Definition of Repetitive Loss: The NFIP defines a repetitive loss property as any insurable building for which two or more claims of more than \$1,000 were paid by the NFIP within any rolling 10-year period since 1978.

FMA Definition of Repetitive Loss: FEMA’s Flood Mitigation Assistance (FMA) program defines a repetitive loss property as any insurable building that has incurred flood-related damage on two occasions, in which the cost of the repair, on average, equaled or exceeded 25 percent of the market value of the structure at the time of each such flood event.

Definition of Severe Repetitive Loss: A residential property covered under an NFIP flood insurance policy and: (a) That has at least four NFIP claim payments over \$5,000 each, and the cumulative amount of such claims payments exceeds \$20,000; or (b) For which at least two separate claims payments have been made with the cumulative amount of the building portion of such claims exceeding the market value of the building. At least two of the claims must have occurred within any 10-year period, more than 10 days apart.

Source: HCOHSEM

Table 38-11. NFIP Summary

NFIP Topic	Comments
Flood Vulnerability Summary	
Describe areas prone to flooding in your jurisdiction.	General Harris County Area, 3 locations withing identified flood areas per https://www.harriscountymt.org/
Do you maintain a list of properties that have been damaged by flooding?	HCC Facilities Only
Do you maintain a list of property owners interested in flood mitigation?	General Harris County Area, 3 locations withing identified flood areas per https://www.harriscountymt.org/
How many homeowners and/or business owners are interested in mitigation (elevation or acquisition)?	N/A
Are any RiskMAP projects currently underway in your jurisdiction? If so, state what projects are underway.	N/A
How do you make Substantial Damage determinations?	N/A
How many Substantial Damage determinations were declared for recent flood events in your jurisdiction?	N/A
How many properties have been mitigated (elevation or acquisition) in your jurisdiction? If there are mitigation properties, how were the projects funded?	N/A
Do your flood hazard maps adequately address the flood risk within your jurisdiction? If not, state why.	N/A
NFIP Compliance	
What local department is responsible for floodplain management?	Harris County & City of Houston
Are any certified floodplain managers on staff in your jurisdiction?	No
Do you have access to resources to determine possible future flooding conditions from climate change?	N/A
Does your floodplain management staff need any assistance or training to support its floodplain management program? If so, what type of assistance/training is needed?	N/A
Provide an explanation of NFIP administration services you provide (e.g., permit review, GIS, education/outreach, inspections, engineering capability)	N/A
How do you determine if proposed development on an existing structure would qualify as a substantial improvement?	N/A
What are the barriers to running an effective NFIP program in the community, if any?	N/A
Does your jurisdiction have any outstanding NFIP compliance violations that need to be addressed? If so, state the violations.	N/A
When was the most recent Community Assistance Visit (CAV) or Community Assistance Contact (CAC)?	N/A

NFIP Topic	Comments
What is the local law number or municipal code of your flood damage prevention ordinance?	N/A
What is the date that your flood damage prevention ordinance was last amended?	N/A
Does your floodplain management program meet or exceed minimum requirements? If exceeds, in what ways?	N/A
Are there other local ordinances, plans or programs (e.g., site plan review) that support floodplain management and meeting the NFIP requirements? For instance, does the planning board or zoning board consider efforts to reduce flood risk when reviewing variances such as height restrictions?	N/A
Does your community plan to join the CRS program or is your community interested in improving your CRS classification?	N/A

38.5 GROWTH/DEVELOPMENT TRENDS

Understanding how past, current, and projected development patterns have or are likely to increase or decrease risk in hazard areas is a key component to appreciating a jurisdiction's overall risk to its hazards of concern. Recent and expected future development trends, including major residential/commercial development and major infrastructure development, are summarized in Table 38-12 through Table 38-14. HCC does not handle building permits within its jurisdiction, and no new growth or development was noted by HCC during the planning process.

Table 38-12. Number of Building Permits for New Construction Issued Since the Previous HMP

	New Construction Permits Issued			
	Single-Family	Multi-Family	Other (commercial, mixed-use, etc.)	Total
2020				
Total Permits	N/A	N/A	N/A	N/A
Permits within SFHA	N/A	N/A	N/A	N/A
2021				
Total Permits	N/A	N/A	N/A	N/A
Permits within SFHA	N/A	N/A	N/A	N/A
2022				
Total Permits	N/A	N/A	N/A	N/A
Permits within SFHA	N/A	N/A	N/A	N/A
2023				
Total Permits	N/A	N/A	N/A	N/A
Permits within SFHA	N/A	N/A	N/A	N/A
2024				
Total Permits	N/A	N/A	N/A	N/A
Permits within SFHA	N/A	N/A	N/A	N/A

SFHA = Special Flood Hazard Area (1% flood event)

Table 38-13. Recent Major Development and Infrastructure from 2017 to Present

Property or Development Name	Type of Development	# of Units / Structures	Location (address and/or block and lot)	Known Hazard Zones*	Description / Status of Development
N/A	N/A	N/A	N/A	N/A	N/A

** Only location-specific hazard zones or vulnerabilities identified.*

Table 38-14. Known or Anticipated Major Development and Infrastructure in the Next Five Years

Property or Development Name	Type of Development	# of Units / Structures	Location (address and/or block and lot)	Known Hazard Zones*	Description / Status of Development
N/A	N/A	N/A	N/A	N/A	N/A

38.6 JURISDICTIONAL RISK ASSESSMENT

The hazard profiles in Volume I provide detailed information regarding each planning partner’s vulnerability to the identified hazards, including summaries of HCC’s risk assessment results and data used to determine the hazard ranking. Key local risk assessment information is presented below.

38.6.1 Hazard Area

Hazard area maps provided in the Harris County MJ-HMP Web Viewer illustrate the probable hazard areas impacted within the HCC System. These web maps are based on the best available data at the time of the preparation of this plan and are adequate for planning purposes. Table G-1 in Appendix G summarizes the specific hazard location at each campus for the following hazards: Dam/Levee Failure, Flooding, Hurricanes and Coastal Storms, and Wildfire. Hazards that pose no threat to HCCS are: Coastal Erosion and Tsunami. Hazards with uniform location and extent include Drought, Earthquakes, Extreme Heat, Extreme Cold, Mass Movement, and Severe Weather. Additional information on each of these locations can be found in each hazard profile in Volume 1 of this plan.

38.6.2 Hazard Event History

The history of natural and non-natural hazard events to HCC is detailed in Volume I, where each hazard profile includes a chronology of historical events that have affected the County and its municipalities. Table 38-15 provides details on loss and damage to HCC during hazard events since the last hazard mitigation plan update.

Table 38-15. Hazard Event History of HCC

Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses to HCC
1/10/2020	Thunderstorm Wind	No	A strong storm system produced a squall line that moved eastward across the area and produced a lot of wind damage and one tornado.	N/A
1/20/2020 – 5/11/2023	DR-4485 EM-3458—COVID-19 Biological	No	COVID-19	HCC all classes online & employees work remote
3/11/2020	Biological	Yes	Public Health Emergency – local disaster declared as COVID-19 swept the region.	HCC all classes online & employees work remote
4/18/2020	Hail	No	Large, discrete severe thunderstorms formed in the vicinity of an inland advancing warm frontal boundary. Golf ball to baseball size hailstones were reported around Houston and over north Lake Livingston and points southwestward.	N/A
5/15/2020	Flash Flood	No	An upper low helped trigger scattered, slow-moving thunderstorms within an unstable, warm, and very moist air mass. Flooding was reported in southeastern Harris County from the Pasadena and Deer Park areas down into El Lago and Seabrook. 60 to 80 apartments near the Shaver Street and East Edgebrook Drive intersection were flooded with about one to two inches of water. There was high water and stranded vehicles at Spencer Highway and Beltway 8. Web cameras showed floodwater inundation on State Highway 225 near Richey Street. Local media were showing pictures of flooded roads in the El Lago and Seabrook areas. Property damages are estimated to be \$100,000.	N/A
5/27/2020	Tornado	No	Severe thunderstorms developed and produced wind damage, hail, and a few tornadoes. Damage along a short NW-to-SE track parallel to Red Bluff Road. An eyewitness saw a tornado. Numerous trees were down, plus damage to fences & carports. The tornado received an EF-0 rating and produced an estimated \$30,000 in property damage.	N/A
7/25/2020 – 7/31/2020	EM-3530—Hurricane Hanna	No	Hurricane Hanna made landfall in southern TX as a Category 1 hurricane. Moderate to minor coastal flooding of 1 to 3 feet above ground level occurred along the Texas coastal bend.	N/A

Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses to HCC
8/23/2020 – 8/27/2020	EM-3540—Hurricane Laura	No	Hurricane Laura made landfall along the southwest Louisiana coast. The hurricane brought high surf, elevated tides, and some winds and wind gusts to tropical storm force along the SE Texas coast. There were no measured sustained winds to tropical storm force at land observation sites and very little rainfall. The period of storm surge flooding and high surf from 8/26 to 8/27 led to flooding of low-lying areas and roads. Beach erosion. Tide gauges measured tides 3 to 4 feet above MHHW. Minor flooding around Seabrook, Nassau Bay, and other coastal communities around Galveston Bay.	N/A
9/21/2020	- Storm Surge - Flash Flood - Flood	No	Tropical Storm Beta made landfall near Matagorda Bay on September 21. As the system pushed slowly inland, portions of SE Texas experienced flash flooding from heavy rain bands, storm surge, and some strong wind gusts. Storm surge was enhanced by the long fetch of northeast winds over the Gulf behind a cold front. 20 to 25 homes were damaged by high water along portions of Clear Creek and Lower Brays Bayous. Total property damage estimates reached \$900,000 across Harris County.	N/A
2021	Technology Failure	No	Harris County ransomware attack – a cyberattack targeted county systems, affecting operations and requiring extensive recovery efforts.	N/A

Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses to HCC
2/11/2021 – 2/21/2021	DR-4586, EM-3554— Severe Ice Storm, Power Failure, Extreme Cold, Technology Failure, Utility Failure	No	Record cold and windy conditions gripped Southeast Texas behind the passage of an Arctic front. Very cold air and gusty winds overspread SE Texas behind an Arctic front with wind chill indices from near zero to single digits for much of the period from Sunday night to Tuesday morning. The extreme cold and increased demand led to widespread power outages for many and loss of heat for many, which led to the bursting of pipes. At its peak, 4.5 million homes and businesses were without power (and internet) for several days. Numerous fatalities resulted from hypothermia, carbon monoxide poisoning, and other effects. More than 200 lives were lost in TX, 66 in Harris County alone. Property damage estimates reached \$33,700,000, while the economic impacts were estimated to be as high as \$295 billion.	Cancellation of classes due to loss of power and water. Damages ~1M due to water damages from frozen pipes and damaged chillers.
5/18/2021	- Thunderstorm Wind - Lightning	No	Showers and thunderstorms moved across the area in the evening through late night hours and produced wind damage, lightning damage, flooding, as well as widespread reports of downed trees. Lightning struck and set fire to an empty apartment unit near the intersection of Westview Drive and Caywood Lane in the Spring Branch East area.	N/A
July 2021	Toxic Release/ HazMat	No	A fire at an industrial facility led to air quality warnings and temporary evacuation.	N/A
December 2021	Toxic Release/ HazMat	No	An explosion at the ExxonMobil refinery in Baytown injured multiple people and caused temporary air pollution concerns.	N/A

Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses to HCC
1/8/2022	- Tornado - Flash Flood	No	Scattered thunderstorms associated with the approach of an offshore low-pressure system produced several tornadoes on the evening of January 8 and the early morning of January 9. These tornadoes resulted in several instances of property and tree damage across the Greater Houston Area. Some non-tornadic storms also produced strong, damaging wind gusts. Later, heavy rainfall associated with continuing thunderstorm activity resulted in flash flooding across the Houston Metro. This brief EF0 tornado occurred near IAH. It tracked across JFK Blvd and did some minor damage to a few structures, including a hotel and knocked over a few trees. Video showed the tornado crossing San Houston Parkway. A second EF0 tornado near Spring Branch caused mostly intermittent EF0 damage along a one-mile path. There was a small area of EF1-rated damage at the start of the path, with a brick facade on a multi-story office building failing and nearby tree trunks snapped. Two other tornadoes, both EF1, produced \$500,000 in damages across the Humble and Moonshine Hill areas.	N/A
8/10/2022	- Lightning - Thunderstorm Wind	No	Showers and thunderstorms moved southward across the area, producing wind damage and lightning strikes. One man injured after being struck by lightning in an office parking lot. Elsewhere, wind damage totaled \$50,000, mainly across the Katy, TX area.	N/A
December 2022	Technology Failure	No	In December 2022, Southwest Airlines experienced a major technology failure, resulting in over 16,000 flight cancellations and stranding millions of passengers due to issues with their outdated crew scheduling and flight operations systems. This technology failure impacted flights at Houston airports, demonstrating the vulnerability in transportation systems.	N/A

Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses to HCC
1/24/2023	Tornado	No	This EF3 tornado touched down near El Franco Lee Park east of Brookside Village. Damage extended across portions of Southeast Houston, Pasadena, Deer Park and Baytown. Most of the damage was rated EF0 and EF1 with damage to trees, fences and minor roof damage. Spots with more severe damage, rated EF2, included the Beamer apartments in Southeast Houston, a few homes in Pasadena, a church in Deer Park near Center Street and East P Street, and a single-family home with roof and some walls removed near the intersection of East X Street and Luella. Three high-tension electrical towers were flattened northeast of Deer Park near the Houston Ship Channel with EF3 damage. In Baytown, a mobile home and a single-family home were destroyed along Weaver Street near Bayway. Damage became less intense northeast from there with spotty damage as far north as TX 330 Spur. Aerial surveys indicated roof damage to the Exxon building south of West Baker Street. Damage continued to Interstate 10 where downed power lines were observed. No damage was indicated north of Interstate 10. The tornado tracked 23 miles across Pearland and SE Houston, producing \$6.6 million in damage. 1.75" diameter hail stones accompanied the tornadoes.	N/A
4/5/2023	Hail	No	Early evening severe thunderstorms produced numerous reports of large hail, including 2.00" hailstones at I-10 and Fry Road.	N/A
5/5/2023	Toxic Release/ HazMat	No	On Friday, May 5, 2023, a fire erupted at Shell's Deer Park Chemicals facility, specifically in the olefins unit, and reignited after being initially extinguished, burning for nearly 72 hours and causing a large plume of smoke. This was the sixth chemical fire of 2023.	N/A
5/8/2023	- Thunderstorm Wind - Flash Flood - Hai	No	A cluster of severe thunderstorms moved across the area and produced hail, damaging winds and flash flooding. Law enforcement reported that a tree fell on a vehicle near the intersection of East Cypresswood Dr and Whitewood Dr. One fatality was reported.	N/A

Dates of Event	Event Type (Disaster Declaration)	County Designated?	Summary of Event	Summary of Damage and Losses to HCC
6/23/2023	Hail	No	Early to mid-evening thunderstorms produced numerous reports of large hail, including egg-sized hail.	N/A
4/26/2024 – 6/5/2024	DR-4781—Flood	No	Severe weather, including large hail, damaging winds, heavy rainfall, and flash flooding, impacted the state from April 26-June 5	N/A
5/2/2024	- Severe Weather - Flooding	Yes	Beginning April 30, 2024, Harris County suffered widespread or severe damage, injury, or loss of life or property resulting from severe weather and flooding due to heavy rain.	N/A
5/16/2024	DR-4781—Severe Weather, Tornadoes, Strong Wind, Hail, & Flooding	Yes	Beginning May 16, 2024, Harris County suffered widespread or severe damage, injury, or loss of life or property resulting from severe weather, including tornadoes, strong wind, hail, and flooding due to heavy rain.	HCC All Campus closed, reopened 5/20/24, Spring Graduation rescheduled. Windstorm damages and water intrusion at multiple campuses. ~\$100k in damages.
7/5/2024 – 7/9/2024	DR-4798—Hurricane Beryl	Yes	County disaster declaration issues due to widespread or severe damage from Hurricane Beryl, which brought severe weather (including heavy rain, flooding, tornadoes, high winds, and hail) to Harris County.	HCC All Campus closed, reopened 7/11/24. Damages across multiple campuses with over \$1M in damages.
1/22/2025 – 1/23/25	Winter Storm Enzo	No	Winter Storm Enzo, possible road icing, extreme cold	HCC All Campus Closed 1/22/25, reopened 1/23/25. Minor damages across multiple campuses <\$100k in damages.

EM = Emergency Declaration (FEMA)

FEMA = Federal Emergency Management Agency

DR = Major Disaster Declaration (FEMA)

N/A = Not applicable

Sources: (USDA 2025); (FEMA 2025)

38.6.3 Hazard Ranking and Vulnerabilities

The hazard profiles in Volume I have detailed information regarding each planning partner's vulnerability to the identified hazards. The following presents key risk assessment results for HCC.

The participating jurisdictions have differing degrees of vulnerability to the hazards of concern, so each jurisdiction ranked its own degree of risk to each hazard. The community-specific hazard ranking is based on problems and impacts identified by the risk assessment presented in Volume I. The ranking process involves an assessment of the likelihood of occurrence for each hazard; the

potential impacts of the hazard on people, property, and the economy; community capabilities to address the hazard; and changing future climate conditions. HCC reviewed the County hazard ranking and individual results to assess the relative risk of the hazards of concern to the community. During the review of the hazard ranking, HCC indicated the following:

- None Identified

Table 38-16 shows HCC's final hazard rankings for identified hazards of concern. Mitigation action development uses the ranking to target hazards with the highest risk.

Table 38-16. Hazard Ranking

Hazard	Rank
Coastal Erosion	Low
Dam/Levee Failure	Low
Drought	Low
Earthquake	Low
Extreme Cold	Medium
Extreme Heat	High
Flooding	High
Hurricanes, Coastal Storms	High
Mass Movement	Low
Severe Weather	High
Tsunami	Low
Wildfire	Medium
Energy Pipeline Failure	Medium
Public Health Emergency	Medium
Technology Failure	Medium
Toxic Release / Hazardous Materials	Medium
Utility Failure	High

Note: The scale is based on the hazard rankings established in Volume I, modified as appropriate based on review by the jurisdiction

Critical Facilities

Table 38-17 identifies critical facilities in the community located in the 1 percent and 0.2 percent annual chance floodplains.

Table 38-17. Critical Facilities Flood Vulnerability

Name	Type	Vulnerability	
		1% Annual Chance Event	0.2% Annual Chance Event
1900 Pressler Rd Houston, TX 77030	HCC Campus	no	yes
555 Community College Dr Houston, TX 77013	HCC Campus	yes	yes
1990 Airport Blvd Houston, TX 77051	HCC Campus	no	yes

Source: (HCFCD 2025)

In addition to critical facilities that are exposed to flooding, there are six high-hazard dams located in the planning area (see below), two of which are near HCC campuses. Those two are the Addicks and Barker Dams.

- Addicks Dam
- Barker Dam
- Lake Houston Dam
- Lynchburg Reservoir Dam
- Highlands Reservoir Dam
- Sheldon Reservoir Dam

38.6.4 Identified Issues

After reviewing HCC’s hazard event history, hazard rankings, hazard location, and current capabilities, HCC identified the following vulnerabilities within the community:

- Flooding
- Utility Failure

38.7 MITIGATION STRATEGY AND PRIORITIZATION

This section discusses the status of mitigation actions from the previous HMP, describes proposed hazard mitigation actions, and prioritizes actions to address over the next five years.

38.7.1 Past Mitigation Action Status

Table 38-20 indicates progress on HCC’s mitigation strategy identified in the 2020 MJ-HMP. Actions that are still recommended but not completed or that are in progress are carried forward and combined with new actions as part of the mitigation strategy for this plan update. Previous actions that are now ongoing programs and capabilities are indicated as such and are presented in the capability assessment earlier in this annex.

Table 38-18. Status of Previous Mitigation Actions

HCC1—Where appropriate, support retrofitting, purchase or relocation of structures located in hazard areas, prioritizing those that have experienced repetitive losses and/or are in high or medium-risk hazard areas.	
Hazards Addressed	Earthquake, Flooding, Hurricanes and Coastal Storms, Mass Movement, Wildfire, Dam/Levee Failure, Severe Weather
Responsible Party	Facilities
Summary of Original Problem and Solution (Project)	N/A
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	No budgeted projects were scheduled in the current year.
Next Steps	
Include in the 2025 MJ-HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A
HCC2—Actively participate in the plan maintenance protocols outlined in Volume 1 of this hazard mitigation plan. Update projects & plans annually as required.	
Hazards Addressed	Coastal Erosion, Drought, Earthquake, Flooding, Hurricanes and Coastal Storms, Mass Movement, Tsunami, Wildfire, Dam/Levee Failure, Severe Weather
Responsible Party	Emergency Management, Risk Management
Summary of Original Problem and Solution (Project)	N/A
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A
HCC3—Develop and/or update plans that support or enhance continuity of operations following disasters.	
Hazards Addressed	All Hazards
Responsible Party	Emergency Management
Summary of Original Problem and Solution (Project)	N/A
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	Actively participated in plan maintenance protocols.
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A

HCC4—Integrate the hazard mitigation plan into other plans and programs within the College.	
Hazards Addressed	All Hazards
Responsible Party	Risk Management
Summary of Original Problem and Solution (Project)	N/A
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A
HCC5—Develop a post-disaster recovery plan and a debris management plan. Post disaster recovery, facility recovery, safe debris management, and business continuity plan(s) reviewed for FY 24-25 and updated as necessary in all Emergency Operation Plan(s) annually.	
Hazards Addressed	All Hazards
Responsible Party	Emergency Management, Safety/Facilities
Summary of Original Problem and Solution (Project)	Continual Review and Update
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A
HCC6—Purchase generators for critical facilities and infrastructure that lack adequate back-up power and install quick connect emergency generator hook ups for non-permanently installed generators.	
Hazards Addressed	Earthquake, Flooding, Hurricanes and Coastal Storms, Mass Movement, Tsunami, Wildfire, Dam/Levee Failure
Responsible Party	Facilities
Summary of Original Problem and Solution (Project)	Power interruption affecting Operations & Safety
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	Lack of available funding has limited generator purchase and installation to small scale generators able to keep some building functions operational but not sufficient to maintain heating and cooling.
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A

HCC7—Establish a Resiliency Center of Excellence and build the Resiliency Operations Center to increase regional capabilities during flooding and other disasters.

Hazards Addressed	Flooding, Hurricanes and Coastal Storms, Tsunami, Dam/Levee Failure, Severe Weather
Responsible Party	College Operations
Summary of Original Problem and Solution (Project)	New-Evolving
Action Review	
Status	In Progress
Narrative describing progress or obstacles that have prevented implementation	Funding limitations and escalating costs require revision of plans.
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A

HCC8—Dry-proof the Stafford Campus Fine Arts Center to increase resistance to water intrusion

Hazards Addressed	Flooding, Hurricanes and Coastal Storms, Dam/Levee Failure
Responsible Party	Risk Management, Procurement
Summary of Original Problem and Solution (Project)	N/A
Action Review	
Status	No Progress
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Discontinue
If include, revise/reword as appropriate	N/A
If discontinue, explain why	Cost benefit analysis determined project to not be cost effective.

HCC9—Retrofit smoke exhaust louvers to prevent water intrusion by wind drive rain at Alief Hayes Campus

Hazards Addressed	Hurricanes and Coastal Storms, Severe Weather
Responsible Party	Risk Management, Procurement
Summary of Original Problem and Solution (Project)	N/A
Action Review	
Status	Complete
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Discontinue
If include, revise/reword as appropriate	N/A
If discontinue, explain why	Project was completed.

HCC10—Increase resiliency to electrical system failures with appropriate upgrades / retrofits of lightning protection, uninterruptable power supplies, switch gear, transfer switches, transformers, and emergency generator replacement.

Hazards Addressed	Earthquakes, Flooding, Hurricanes and Coastal Storms, Mass Movement, Tsunami, Wildfire, Dam/Levee Failure, Severe Weather
Responsible Party	Facilities
Summary of Original Problem and Solution (Project)	Power Outages
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A

HCC11—Complete appropriate structural retrofits of existing building to improve the integrity of the building envelope and roof systems.

Hazards Addressed	Flooding, Hurricanes and Coastal Storms, Dam/Levee Failure, Severe Weather
Responsible Party	Facilities
Summary of Original Problem and Solution (Project)	Flooding
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A

HCC12—Where appropriate improve site drainage to minimize risk of urban flash flood.

Hazards Addressed	Flooding, Hurricanes and Coastal Storms, Dam/Levee Failure
Responsible Party	Facilities
Summary of Original Problem and Solution (Project)	Flooding
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A

HCC13—Actively participate in and support the implementation of the six area-wide actions identified in Volume 1 of this plan ongoing.

Hazards Addressed	All Hazards
Responsible Party	Emergency Management & Risk Management
Summary of Original Problem and Solution (Project)	N/A
Action Review	
Status	Ongoing Capability
Narrative describing progress or obstacles that have prevented implementation	N/A
Next Steps	N/A
Include in the 2025 HMP or Discontinue?	Include
If include, revise/reword as appropriate	N/A
If discontinue, explain why	N/A

38.7.2 Additional Mitigation Efforts

In addition to the mitigation actions completed in Table 38-20, HCC identified the following mitigation efforts completed since the last MJ-HMP:

- General, Facilities—Weather/Storm/Flood proofing including winter weather hardening and onsite drainage improvements
- HCC4: Integrate the hazard mitigation plan into other plans and programs within the College.
- HHC9: Retrofit smoke exhaust louvers to prevent water intrusion by wind driven rain at Alief Hayes Campus

38.7.3 Proposed Hazard Mitigation Actions for the HMP Update

HCC participated in the mitigation strategy workshop for this HMP to identify appropriate actions to include in a local hazard mitigation strategy. Its comprehensive consideration of all possible activities to address hazards of concern included review of the following FEMA documents:

- FEMA 551 "Selecting Appropriate Mitigation Measures for Floodprone Structures" (March 2007)
- FEMA "Mitigation Ideas—A Resource for Reducing Risk to Natural Hazards" (January 2013).

The action worksheets included at the end of this annex list the mitigation actions that HCC would like to pursue in the future to reduce the effects of hazards. The actions are dependent upon available funding (grants and local match availability) and may be modified or omitted at any time based on the occurrence of new hazard events and changes in HCC priorities.

Table 38-19 indicates the range of proposed mitigation action categories. The four FEMA mitigation action categories and the six CRS mitigation action categories are listed in the table to further demonstrate the wide range of activities and mitigation measures selected.

Table 38-19. Analysis of Mitigation Actions by Hazard and Category

Hazard	Actions That Address the Hazard, by Action Category									
	FEMA				CRS					
	LPR	SIP	NSP	EAP	PR	PP	PI	NR	SP	ES
Coastal Erosion	X	-	-	X	X	-	X	-	-	X
Dam/Levee Failure	X	X	-	X	X	-	X	-	-	X
Drought	X	-	-	X	X	-	X	-	-	X
Earthquake	X	X	-	X	X	-	X	-	-	X
Extreme Cold	X	-	-	X	X	-	X	-	-	X
Extreme Heat	X	-	-	X	X	-	X	-	-	X
Flooding	X	X	-	X	X	-	X	-	-	X
Hurricane, Coastal Storm	X	X	-	X	X	-	X	-	-	X
Mass Movement	X	X	-	X	X	-	X	-	-	X
Severe Weather	X	X	-	X	X	-	X	-	-	X
Tsunami	X	X	-	X	X	-	X	-	-	X
Wildfire	X	X	-	X	X	-	X	-	-	X
Energy Pipeline Failure	X	-	-	X	X	-	X	-	-	X
Public Health Emergency	X	-	-	X	X	-	X	-	-	X
Technology Failure	X	-	-	X	X	-	X	-	-	X
Toxic Release/HazMat	X	-	-	X	X	-	X	-	-	X
Utility Failure	X	-	-	X	X	-	X	-	-	X

Local Plans and Regulations (LPR)—These actions include government authorities, policies or codes that influence the way land and buildings are being developed and built.

Structure and Infrastructure Project (SIP)—These actions involve modifying existing structures and infrastructure to protect them from a hazard or remove them from a hazard area. This could apply to public or private structures as well as critical facilities and infrastructure. This type of action also involves projects to construct structures to reduce the impact of hazards.

Natural Systems Protection (NSP)—These are actions that minimize damage and losses and preserve or restore the functions of natural systems.

Education and Awareness Programs (EAP)—These are actions to inform and educate citizens, elected officials, and property owners about hazards and potential ways to mitigate them. These actions may also include participation in national programs, such as StormReady and Firewise Communities

Preventative Measures (PR)—Government, administrative or regulatory actions, or processes that influence the way land and buildings are developed and built. Examples include planning and zoning, floodplain local laws, capital improvement programs, open space preservation, and storm water management regulations.

Property Protection (PP)—These actions include public activities to reduce hazard losses or actions that involve (1) modification of existing buildings or structures to protect them from a hazard or (2) removal of the structures from the hazard area. Examples include acquisition, elevation, relocation, structural retrofits, storm shutters, and shatter-resistant glass.

Public Information (PI)—Actions to inform and educate citizens, elected officials, and property owners about hazards and potential ways to mitigate them. Such actions include outreach projects, real estate disclosure, hazard information centers, and educational programs for school-age children and adults.

Natural Resource Protection (NR)—Actions that minimize hazard loss and preserve or restore the functions of natural systems. These actions include sediment and erosion control, stream corridor restoration, watershed management, forest and vegetation management, and wetland restoration and preservation.

Structural Flood Control Projects (SP)—Actions that involve the construction of structures to reduce the impact of a hazard. Such structures include dams, setback levees, floodwalls, retaining walls, and safe rooms.

Emergency Services (ES)—Actions that protect people and property during and immediately following a disaster or hazard event. Services include warning systems, emergency response services, and the protection of essential facilities

Volume I identifies 14 evaluation criteria for prioritizing the mitigation actions. To assist with rating each mitigation action as high, medium, or low priority, a numeric rank is assigned (-1, 0, or 1) for each of the evaluation criteria. Table 38-20 provides a summary of the prioritization of all proposed mitigation actions for the HMP update.

Table 38-20. Summary of Prioritization of Actions

Project Number	Project Name	Scores for Evaluation Criteria															High / Medium / Low
		Life Safety	Property Protection	Cost-Effectiveness	Political	Legal	Fiscal	Environmental	Social Vulnerability	Administrative	Hazards of Concern	Climate Change	Timeline	Community Lifelines	Other Local Objectives	Total	
HCC_1	Where appropriate, support retrofitting, purchase or relocation of structures located in hazard areas, prioritizing those that have experienced repetitive losses and/or are in high- or medium-risk hazard areas.	1	1	1	0	1	1	0	0	0	1	0	0	0	0	6	Low
HCC_2	Actively participate in the plan maintenance protocols outlined in Volume 1 of this hazard mitigation plan. Update projects & plans annually as required.	1	1	1	0	1	1	1	1	1	1	1	1	1	0	12	High
HCC_3	Develop and/or update plans that support or enhance continuity of operations following disasters.	1	1	1	0	1	1	0	1	1	1	1	1	1	0	11	High
HCC_4	Integrate the hazard mitigation plan into other plans and programs within the College.	1	1	1	0	1	1	0	0	1	1	1	1	0	0	9	Medium

Project Number	Project Name	Scores for Evaluation Criteria															High / Medium / Low
		Life Safety	Property Protection	Cost-Effectiveness	Political	Legal	Fiscal	Environmental	Social Vulnerability	Administrative	Hazards of Concern	Climate Change	Timeline	Community Lifelines	Other Local Objectives	Total	
HCC_5	Develop a post-disaster recovery plan and a debris management plan. Post disaster recovery, facility recovery, safe debris management, and business continuity plan(s) reviewed for FY 23-24 and updated as necessary in all Emergency Operation Plan(s) annually.	1	1	1	0	1	1	1	1	0	1	0	1		0	9	Medium
HCC_6	Purchase generators for critical facilities and infrastructure that lack adequate back-up power and install quick connect emergency generator hook ups for non-permanently installed generators.	1	1	1	0	1	1	0	0	0	1	0	0	0	0	6	Low
HCC_7	Establish a Resiliency Center of Excellence and build the Resiliency Operations Center to increase regional capabilities during flooding and other disasters.	1	1	1	0	1	0	0	1	0	1	1	0	1	0	8	Medium

Project Number	Project Name	Scores for Evaluation Criteria															High / Medium / Low
		Life Safety	Property Protection	Cost-Effectiveness	Political	Legal	Fiscal	Environmental	Social Vulnerability	Administrative	Hazards of Concern	Climate Change	Timeline	Community Lifelines	Other Local Objectives	Total	
HCC_10	Increase resiliency to electrical system failures with appropriate upgrades / retrofits of lightning protection, uninterruptable power supplies, switch gear, transfer switches, transformers, and emergency generator replacement.	1	1	1	0	1	1	0	0	0	1	1	0	0	0	7	Medium
HCC_11	Complete appropriate structural retrofits of existing building to improve the integrity of the building envelope and roof systems.	1	1	1	0	1	1	0	0	1	1	0	0	0	0	7	Medium
HCC_12	Where appropriate Improve site drainage to minimize risk of urban flash Flood.	1	1	1	0	1	1	1	0	1	1	0	0	0	0	8	Medium
HCC_13	Actively participate in and support the implementation of the six area-wide actions identified in Volume 1 of this plan ongoing.	1	1	1	1	1	1	1	1	1	1	1	1	1	0	13	High
HCC_14	Update the 2024-2025 Houston Community College Emergency Operations Plan to include all TxSSC HazMat & Severe Weather Annexes (updates).	1	1	1	1	1	0	0	0	1	1	0	1	1	0	9	Medium

Project Number	Project Name	Scores for Evaluation Criteria															High / Medium / Low
		Life Safety	Property Protection	Cost-Effectiveness	Political	Legal	Fiscal	Environmental	Social Vulnerability	Administrative	Hazards of Concern	Climate Change	Timeline	Community Lifelines	Other Local Objectives	Total	
HCC_15	Prepare/Plan for HCC Facilities only, city/county regulations included.	1	1	1	1	1	0	0	0	0	1	0	0	0	0	6	Low
AW_2	Continue to maintain and update the hazard mitigation page on HCOHSEM's ReadyHarris website with relevant information on the plan's implementation, such as annual progress reports, public comment opportunities, and plan integration opportunities. Each planning partner can support this initiative by creating a link to the County's hazard mitigation page on their jurisdictional websites	1	1	1	1	1	1	1	1	1	1	1	1	1	0	13	High

Note: Volume I, Section 6 (Mitigation Strategy) conveys guidance on prioritizing mitigation actions. Low (0-6), Medium (7-10), High (11-14).

Action HCC_14 Worksheet

Lead Agency:	Emergency Management
Supporting Agencies:	N/A
Hazards of Concern:	Drought, Earthquake, Extreme Cold, Extreme Heat, Hurricanes/Coastal Storm, Mass Movement, Severe Weather, Tsunami, Wildfire, Toxic Release/Hazardous Materials, Technology Failure, Utility Failure,
Action Description:	Update the 2024-2025 Houston Community College Emergency Operations Plan to include all TxSSC HazMat & Severe Weather Annexes (updates).
Description of the Problem:	Existing emergency procedures and annexes require regular review to ensure consistency with updated hazard data, campus infrastructure changes, and evolving state and federal requirements.
Description of the Solution:	Conduct annual plan reviews and updates, incorporating hazard-specific annexes and coordinating with local, regional, and state emergency management partners to enhance preparedness and response.
Estimated Cost:	Low (< \$50,000)
Potential Funding Sources:	Local Funds, FEMA Hazard Mitigation Grant Program (HMGP)
Implementation Timeline:	Ongoing (annual review/update)
Goals Met:	1, 3, 4, 6
Benefits:	Regular updates strengthen the college's readiness for a wide range of hazards, ensuring a coordinated response that reduces potential damages to HCC facilities and improves safety for students, staff, and surrounding communities.
Impact on Socially Vulnerable Populations:	Ensures equitable preparedness and response measures across all HCC campuses, protecting diverse student populations and community members who may be more vulnerable during emergencies.
Impact on Future Development:	Incorporating hazard information into emergency planning will guide safer facility expansion and campus development in hazard-prone areas.
Impact on Critical Facilities/Lifelines:	Protects continuity of academic operations and safeguards critical infrastructure such as data centers, communications systems, and campus utilities.
Impact on Capabilities:	Enhances institutional coordination, staff training, and emergency response capacity across multiple campuses and partner agencies.
Climate Change Considerations:	N/A
Mitigation Category	Education and Awareness Programs (EAP); Local Plans and Regulations (LPR)
CRS Category	Public Information (PI); Emergency Services (ES)
Priority	Medium

Action HCC_15 Worksheet

Lead Agency:	Emergency Management
Supporting Agencies:	Houston Community College
Hazards of Concern:	Extreme Cold, Extreme Heat, Hurricanes/Coastal Storm, Severe Weather, Energy Pipeline Failure, Technology Failure, Utility Failure
Action Description:	Prepare/Plan for HCC Facilities only, city/county regulations included.
Description of the Problem:	Identify Hazards requiring mitigation work on HCC Facilities
Description of the Solution:	Plan & Fund Mitigation Projects
Estimated Cost:	Low (< \$10,000)
Potential Funding Sources:	Local Funds
Implementation Timeline:	Ongoing
Goals Met:	1, 3, 4
Benefits:	Prevention and Mitigation eliminates/reduces potential for future damages to HCC Facilities and surrounding community
Impact on Socially Vulnerable Populations:	N/A
Impact on Future Development:	N/A
Impact on Critical Facilities/Lifelines:	N/A
Impact on Capabilities:	N/A
Climate Change Considerations:	N/A
Mitigation Category	Property Protection (PP) Structure and Infrastructure Projects (SIP)
CRS Category	N/A
Priority	Low

Area Wide Action #2 (AW_2)

Action Description	Continue to maintain and update the hazard mitigation page on HCOHSEM's ReadyHarris website with relevant information on the plan's implementation, such as annual progress reports, public comment opportunities, and plan integration opportunities. Each planning partner can support this initiative by creating a link to the County's hazard mitigation page on their jurisdictional websites
Lead Agency	Harris County Office of Homeland Security & Emergency Management
Supporting Agencies:	All Planning Partners
Hazards of Concern:	Coastal Erosion, Dam/Levee Failure, Drought, Earthquake, Extreme Cold, Extreme Heat, Flooding, Hurricanes/Coastal Storms, Mass Movement, Severe Weather, Tsunami, Wildfire, Energy Pipeline Failures, Public Health Emergency, Technology Failure, Toxic Release/HazMat, Utilities Failure
Description of the Problem:	Without a well-maintained online resource and coordination among planning partners, important updates and opportunities for involvement risk being overlooked, limiting community awareness and collaboration in hazard mitigation efforts.
Description of the Solution:	This provides a centralized, continuously updated online resource that keeps the public and stakeholders informed about the progress and implementation of the hazard mitigation plan. By sharing annual reports and avenues for public involvement, it promotes transparency, engagement, and collaboration.
Estimated Cost:	Low (<\$10,000)
Potential Funding Sources:	Local funding
Implementation Timeline:	Ongoing
Goals Met:	1, 2, 4, 8, and 9
Benefits:	Medium (\$10,000 to \$100,000)
Impact on Socially Vulnerable Populations:	N/A
Impact on Future Development:	N/A
Impact on Critical Facilities/Lifelines:	N/A
Impact on Capabilities:	N/A
Climate Change Considerations:	N/A
Mitigation Category	Local Plans and Regulations (LPR) Education and Awareness Programs (EAP)
CRS Category	Emergency Services (ES) Public Information (PI) Preventative Measures (PR)
Priority	High

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
B.	Swift Water Rescue Training Program	Dr. Margaret Ford Fisher Robert McCracken Dr. Miguel Ramos Dr. Betty Fortune

RECOMMENDATION

Approve a Swift Water Rescue Training Program for first responders and to approve the building of a Swift Water Rescue facility at HCC Northeast Campus.

COMPELLING REASON AND BACKGROUND

- Frequent severe flooding events coupled with population growth in the Houston region prompt a need for a flood-ready emergency workforce trained in swift water rescue techniques.
- The Swift Water Rescue Program at Houston City College is designed to prepare participants to operate safely and effectively in flowing-water environments where hazards may include fast currents, hydraulic features, strainers, entrapment, sweep/hold conditions, and victim contact risks.
- Instructional delivery of swift water rescue curriculum requires a facility that enables the creation of simulated environments to support training elements.

FISCAL IMPACT

The proposed construction budget is \$10.4 million with annual maintenance costs of \$212K.

LEGAL REQUIREMENT

None.

STRATEGIC ALIGNMENT

1. Student Success, 4. Community Investment , 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Swift Water Rescue Program Presentation	8/12/2026	Presentation

This item is applicable to the following: Northeast, District



Swift Water Rescue Program

Margaret Ford Fisher, Ed.D.
Chancellor

Norma Perez, Ph.D.
Senior Vice Chancellor, Instruction & Student Services and CAO

Betty Fortune, Ed.D.
President Northeast College

Robert McCracken
Vice Chancellor, Administration & Operations

August 19, 2026

Overview

The Swift Water Rescue Program at Houston City College is designed to prepare participants to operate safely and effectively in flowing-water environments where hazards may include fast currents, hydraulic features, strainers, entrapment, sweep/hold conditions, and victim contact risks.

This curriculum focuses on survivability, risk management, team coordination, and professional rescue decision-making. The program will be offered as a Level 1 certificate through the Fire Program.

Rationale

- From 2005 to 2014, the Texas Fire Marshal's Office estimates that between 116 to 176 swift water rescues were conducted, based on self-reporting by local fire departments in the 13-county Houston region. This is likely an underestimate.¹
- Owing to the Memorial Day floods in May 2016, Harris County emergency management reported 1,200 high water rescues.²
- Hurricane Harvey in 2017 resulted in over 60,000 Harris County rescue attempts by official rescue personnel.³
- Hurricane Imelda in 2019 resulted in at least 1,000 high water rescue attempts according to Harris County officials.⁴
- Rain event in May 2024 prompted over 400 rescues "from homes, rooftops, and roads engulfed in murky water."⁵

Bottom Line: Increasing and increasingly severe flooding events coupled with population growth in the Houston region prompt a need for a flood-ready emergency workforce trained in swift water rescue techniques.

Swift Water Rescue - Continuing Education Certification

Faculty

- Program Coordinator
- 1 Full-time faculty member
- 5 Adjunct faculty

Curriculum

- 40-hr NFPA-aligned training sequence

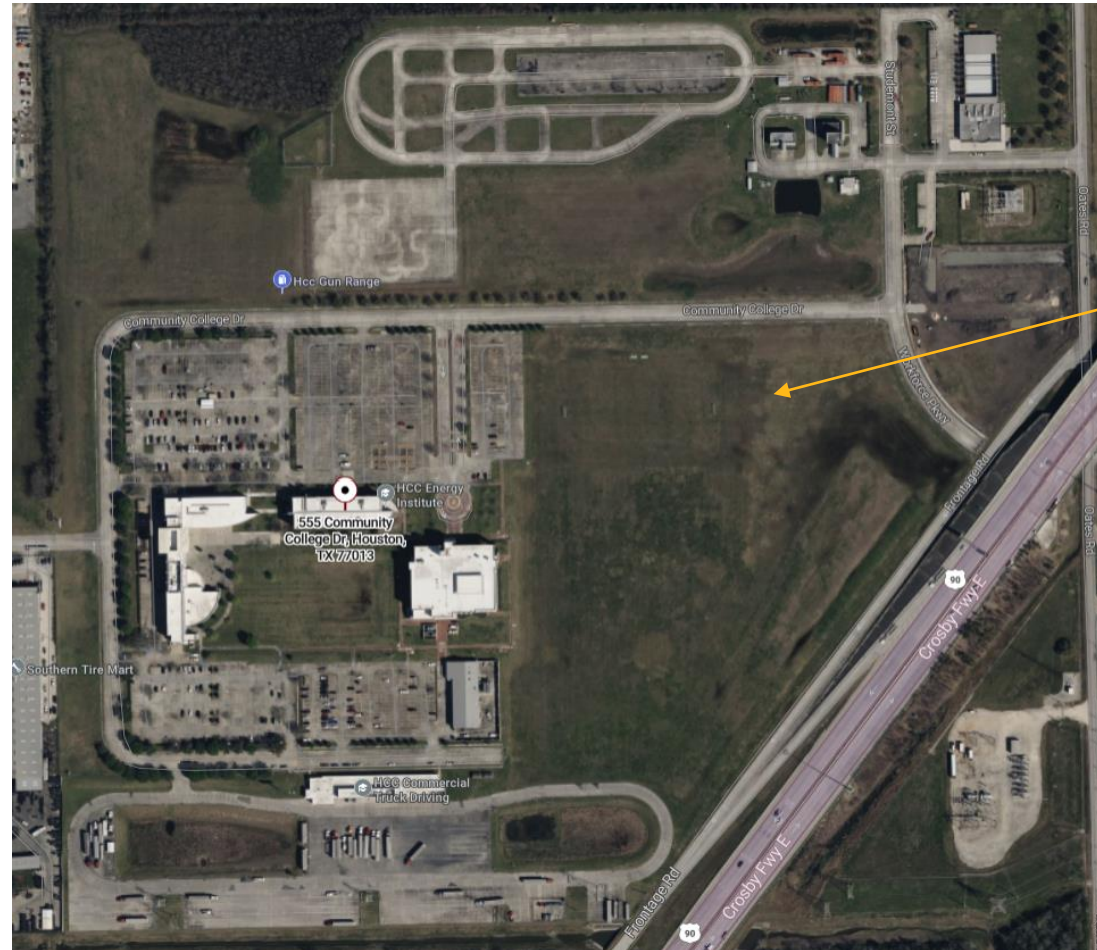
Facility

- Located at NE College
- Indoor Tank Design
- Multi-scenario capability

Projected Enrollment & Budget Summary

- Projected enrollment of 300 students in the first year
- Project enrollment growth to 650 students in future years
- Five-year cash flow (excluding startup and construction) \$1.1M
 - Operating Revenue \$4.4M
 - Operating Expense \$3.3M
 - (Note operating expense excludes \$10.4M Construction & \$1.1M Startup cost)
- Construction Cost \$10.4M funded by
 - Available State Appropriations \$7.5M
 - Anticipated FY27-FY28 Appropriations \$2.3M
 - CIP Balance Transfer \$0.6M

Proposed Location at Northeast College for Swiftwater Rescue Facility



Proposed location
near Public Safety
training courses
and buildings

Proposed Construction Budget

Cost Description	Budget
Construction	\$6.72 M
Professional Services (Design, Engineering, Furniture Planning, Landscape, Project Management, etc.)	\$814 K
IT and Security	\$200 K
Furniture, Fixtures and Equipment	\$363 K
Purchased Services (Environmental, Material Testing, Surveying, Geotechnical, etc.)	\$345 K
Escalation 6% for 2 yrs	\$ 1 M
Contingency (10%)	\$ 946 K
TOTAL	\$ 10.4 M

Building Operational and Maintenance annual cost is \$212,165.

Proposed Timeline

Action	Minimum Time to Complete (Months)
Design PO Issued	
Design	6
Permitting (concurrent with procurement activities)	2
Procurement	4
Post Award Contracting	6
Construction (Site work, Building Erection, Interior Build-out) • Pre-Engineering Metal Building (4 months for shop drawings & submittals, fabrication, delivery, installation) • Fathom Tanks (6.5 months for shop drawings & submittal, fabrication, delivery, installation)	10
Closeout	1
TOTAL	27

Conclusion

The Swift Water Rescue Program responds to a clear and growing need: escalating flood events across the Houston region demand a trained, flood-ready emergency workforce.

With projected first-year enrollment of 300 students, construction costs supported by state appropriations and a five-year positive operating cash flow of \$1.1 million, the program is positioned to become financially self-sustaining by Year 2.

Backed by a \$10.4 million construction plan and a 27-month delivery timeline, this investment strengthens community safety and builds lasting emergency workforce readiness.

Thank You

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
C.	Government Relations Services (Project No. RFQ 26-20)	Dr. Margaret Ford Fisher Robert McCracken Dr. Remmele Young

RECOMMENDATION

Authorize the Chancellor or designee to negotiate and execute contracts with multiple qualified firms, as identified in the attached award list, to provide Government Relations Services in accordance with RFQ 26-20.

COMPELLING REASON AND BACKGROUND

- Houston City College seeks to establish contracts for Government Relations Services to support the College's legislative and governmental affairs priorities. The selected firm(s) will monitor and analyze legislative and regulatory developments, identify potential funding opportunities, support workforce and higher education initiatives, and advise the College on matters affecting its operations, programs, and long-term objectives.
- These services will strengthen the College's engagement with governmental entities and policymakers and ensure that leadership receives timely legislative updates, policy analysis, and strategic recommendations to inform decision-making. Approval will position the College to respond proactively to developments affecting higher education and represent its institutional interest at the state and local levels.

FISCAL IMPACT

The fee schedules shall be negotiated by the Procurement Department in cooperation with the Government Relations Department prior to the contract award. The funding source shall be the Government Relations 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 RFQ 26-20.

STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Summary of Procurement - RFQ 26-20	8/12/2026	Attachment
Summary of Composite Scores - RFQ 26-20	8/12/2026	Attachment

This item is applicable to the following: District

SUMMARY OF PROCUREMENT BOARD ACTION ITEM

PROJECT TITLE: RFQ 26-20 Government Relations Services

PROCUREMENT METHOD: Request for Qualifications (Overall Most Qualified)

PROJECT DEPARTMENT: Government Relations Services

NAME OF BUYER: Marites Trevino, Sr. Buyer

PURPOSE: Houston City College seeks qualified firms to provide state and local government relations, legislative monitoring, policy analysis, strategic advocacy, and advisory services supporting the College's priorities and initiatives.

Given the nature of the services and to ensure consistent and timely delivery, this recommendation is being made to the highest ranked firm(s).

The scope of services includes but are not limited to Government Relations Services.

RECOMMENDED VENDORS: Holland & Knight LLP
One World Strategy Group
Entre Strategic Partners
Arete Public Affairs
HillCo Partners

PRIOR VENDORS: Husch Blackwell
Star Alliance

PRIOR CONTRACT STATUS: No prior contract

LEGAL REQUIREMENTS: This recommendation to the Board of Trustees is to establish a pool of the top-ranked, highly qualified firms in accordance with Section 2254.004 of the Texas Government Code and the published RFQ 26-20.

The Evaluation Committee selected the firms whose statements of qualifications demonstrated the highest levels of competence and qualifications based on the published evaluation criteria and final rankings. The recommended firms will form a pool from which HCC may assign services based on its specific needs throughout the contract term.

**LOCATION
INFORMATION:**

In performing the work under RFQ 26-20, the five awarded firms will provide services from their respective business locations, as identified in the applicable contract documents.

PROJECTED VALUE:

The fee schedules shall be negotiated by the Procurement Department in cooperation with the Government Relations Department prior to the contract award.

The funding source shall be the Government Relations Budget.

PRIOR YEAR'S SPEND:

N/A

CONTRACT TERM:

The anticipated contract term resulting from this solicitation will be three (3) years, with the option to renew for up to two (2) additional one-year terms. HCC reserves the right to extend the contract on a month-to-month basis for a period not to exceed three (3) months.

**PROCUREMENT
ADVERTISEMENT
& NOTICE:**

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

- HCC Procurement Operations Website on June 02, 2026 (Bonfire posting date)
- Texas State Procurement Website on Jun 03, 2026 (ESBD posting date)
- Notice to HCC Board of Trustees on June 04, 2026 (Blackout Report)
- The Daily Court Review on June 03, and June 10, 2026 (DCR affidavit)

**SOLICITATION
INFORMATION:**

RFQ 26-20 was issued on June 02, 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-submittal conference was not applicable, and a question-and-answer period was allowed through June 15, 2026. Six (6) submittals were received by the solicitation due date of June 23, 2026, at 2:00 p.m. Six (06) submittals were evaluated in accordance with RFQ 26-20.

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.

Evaluation Criteria	Available Points
Firm's qualification and experience Demonstrated qualifications of personnel and team	30
Proposed approach and methodology	30
Past performance & references	35
<u>Small business practices</u>	<u>05</u>
Total	100

**EVALUATION
COMMITTEE
QUALIFICATIONS:**

Evaluator 1 – Represents the Central Campus; and will lead the evaluation team in this matter with in-depth knowledge and understanding of the service requirements.

Evaluator 2 – Represents the Coleman Campus and has in-depth understanding of the service requirements.

Evaluator 3 – Represents the Planning & Instructional Effectiveness and has in-depth understanding of the service requirements.

Evaluator 4 – Represents the Curriculum and Compliance and has in-depth understanding of the service requirements.

Evaluator 5 – Represents General Counsel and has in-depth understanding of the service requirements.

**PRIOR HCC
EXPERIENCE:**

No

REFERENCES:

Evaluated and found to be favorable.

**HIGHER EDUCATION
EXPERIENCE:**

The recommended firms have experience with the following:

1. **Holland & Knight LLP**
 - Texas Southern University
 - Houston Texas Government
 - Galveston Texas District
2. **One World Strategy Group**
 - City of Houston
 - Midtown Houston
 - Rice Real Estate Company

3. **Entre Strategic Partners**
 - Mayor's Office City of Houston
 - Troutman Pepper Locke LLP
 - Texas Affiliation of Affordable Housing Providers
4. **Arete Public Affairs**
 - College Spring
 - Katy Independent School District
 - Junior Achievement
 - One Goal Texas
 - Texas American Federation of Teachers
5. **HillCo Partners**
 - Houston Methodist
 - State Government Affairs
 - Spring Branch ISD

**SMALL BUSINESS
GOAL:**

In accordance with the Houston City College - Small Business Development Program, for this solicitation, HCC advertised as 5% – Small Business participation goal. The recommended awarded firms have committed to the following SBDE participation.

1. **One World Strategy Group (Certified SBE)**
2. **Entre Strategic Partner**

Colette Vallot: Certified by City of Houston 60%
Leticia van de Putte: Certified by SCTRCA 30%
Jerry Davis: Certified by City of Houston 10%

RFQ 26-20 Government Relations 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	Small Business	
<i>Available Points</i>	<i>30</i>	<i>30</i>	<i>35</i>	<i>5</i>	<i>100</i>
Holland & Knight LLP	24.60	25.20	25.90	0.00	75.70
One World Strategy Group	18.00	24.00	27.30	5.00	74.30
Entre Strategic Partners	22.20	22.20	18.90	5.00	68.30
Arete Public Affairs	22.80	20.40	22.40	0.00	65.60
HillCo Partners	25.20	21.60	18.20	0.00	65.00
Rooted Futures, LLC	13.80	18.60	17.50	0.00	49.90

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
D.	Sole Source Contract Award with Wepa, Inc.	Dr. Margaret Ford Fisher Robert McCracken Barry Sullivan

RECOMMENDATION

Authorize the Chancellor to execute a sole source contract with Wepa, Inc. to provide Cloud based self-service secure print kiosks, in support of HCC students.

COMPELLING REASON AND BACKGROUND

- Wepa is 100% Cloud based self-service secure print kiosks that allow students to print from anywhere.
- Wepa Print kiosks enable students to print from any device, anywhere, including laptops, mobile phones, tablets, cloud storage platforms, learning management systems (LMS), and USB drives.
- Students can securely release print jobs at any on campus kiosk using single sign on (SSO), mobile authentication, or campus ID cards, significantly improving accessibility and ease of use for commuter, online, and on campus students.
- Wepa print kiosks also allow students to pay via several payment options including, credit card, ApplePay, GooglePay, PayPal, etc. without having to use an HCC device.
- Wepa kiosks as designed to support ADA accessibility, including wheelchair access and accommodations for visually impaired users. This ensures equitable access to printing services for all students, consistent with institutional accessibility and inclusion requirements.
- HCC conducted market research and determined that Wepa is the only vendor capable of providing the required services in a cost-effective manner.

FISCAL IMPACT

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

- Year 1 (FY27): Eighty-one thousand, four hundred and sixteen dollars (\$81,416)
- Year 2 (FY28): Seventy-six thousand, four hundred and sixteen dollars (\$76,416)
- Year 3 (FY29): Seventy-six thousand, four hundred and sixteen dollars (\$76,416)

The total maximum contract value is two hundred thirty-four thousand, two hundred and forty-eight dollars (\$234,248) for a three (3) years contract term. The funding source shall be FY27 Information Technology department Budget.

LEGAL REQUIREMENT

The recommendation to the Board of Trustees is being made in accordance with chapter 44.031(j) of the Texas Education Code.

STRATEGIC ALIGNMENT

1. Student Success, 2. Personalized Learning , 3. Academic Rigor

This item is applicable to the following: District

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
E.	Cooperative Contract Awards for Fiscal Year 2027	Dr. Margaret Ford Fisher Robert McCracken Barry Sullivan Dr. Dietrich von Biedenfeld

RECOMMENDATION

Authorize the Chancellor to negotiate and execute contracts available through cooperative purchasing programs for items/services that are listed on the attached document and that are approved in the Fiscal Year 2027 Budget.

COMPELLING REASON AND BACKGROUND

- The purpose of the proposed award recommendation is to provide continued use of noted software, hardware and services provided under Cooperative Agreements.
- This recommendation supports the planned transition of some on premise servers to the cloud and reflects the estimated cost for twelve months of cloud server usage and six months of on premise server support. The overlap in services provides for an orderly transition of the servers.
- The use of cooperative and interlocal contracts is a national best practice and an important procurement tool that allows HCC to leverage its buying power across the aggregated volume of participating agencies while ensuring the best-value award.
- This method of procurement enables HCC to be most competitive in our acquisition strategy, reduce cost, and create value through collaborative and shared efforts.
- When possible, Procurement Operations compete items or services among various cooperative programs to ensure an overall best-value award and the most advantageous contract is obtained.

FISCAL IMPACT

The projected expenditures of \$1,700,000 are included in the FY2027 Budget and noted on the attached contract award list.

LEGAL REQUIREMENT

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

STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Oracle Cloud Infrastructure Presentation	8/11/2026	Presentation
FY2027 Cooperative Contract Award Listing	8/11/2026	Attachment

This item is applicable to the following:

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



Oracle Cloud Infrastructure (OCI) Premise to Cloud Migration

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, VC Administration & Operations

Barry Sullivan, Chief Information Officer

August 19, 2026

Current State

The Oracle on-premises budget supports the continued operation, maintenance, backup, and disaster recovery of critical Oracle systems, ensuring reliable and secure business operations.

OPERATIONS	CURRENT ON-PREM SUPPORT SPEND (YEARLY) FY26	PROJECT ON-PREM RENEWAL COSTS (YEARLY) FY27
Hardware - Super Cluster 27 computers run PeopleSoft	\$251,940	\$300,000
Exadata Storage software that manages the disk and tape drives that store PeopleSoft data	\$148,000	\$160,359
On Premise Backup hardware	\$419,264	\$452,808
Super Sparc Active Data Guard software	\$82,246	\$88,825
Super Sparc RAC & Server hardware	\$105,731	\$114,189
Database Support for PeopleSoft	\$430,000	\$430,000
Oracle Taleo	\$107,000	\$130,000
Hardware replacement costs		\$2,500,000
	\$1,544,181	\$4,176,181

The Super Cluster is at end of life (August 2027) and needs to be replaced. We purchased the Super Cluster in 2017 and began running in 2018.

Total needed to stay on Premise in FY27 – approximately: \$4,176,181.

Cloud Transition

LINE ITEM	CURRENT ON-PREM SUPPORT SPEND (YEARLY) FY26	PROJECT ON-PREM RENEWAL COSTS (YEARLY) FY27	** PRO-RATED ON-PREM RENEWAL COSTS THROUGH MARCH 1, 2027	OCI - FY27	OCI - FY28	OCI - FY29	COMMENTS
Hardware- Super Cluster	\$251,940	\$300,000	\$150,000				* Terminate after OCI Go live
Exadata Storage SW	\$148,000	\$160,359	\$80,180				* Terminate after OCI Go live
On Prem Backup HW	\$419,264	\$452,808	\$226,404				* Terminate after OCI Go live
Super Sparc Active Data Guard	\$82,246	\$88,825	\$44,413				* Terminate after OCI Go live
Super Sparc RAC & Server	\$105,731	\$114,189	\$57,095				* Terminate after OCI Go live
DB Support	\$430,000	\$430,000	\$215,000				* Terminate after OCI Go live
Oracle Taleo	\$107,000	\$130,000	\$130,000				HR recruiting module Peoplesoft
OCI Cloud transition (Astute)				\$469,400			Cloud transition from On-Premise
OCI Costs (Estimated)				\$800,000	\$1,000,000	\$1,000,000	
*** Oracle Support Rewards (Estimated)			(\$107,500)				
TOTAL	\$1,544,181	\$1,676,181	\$795,592	\$1,269,400	\$1,000,000	\$1,000,000	
				\$2,064,992			

1. The move to the Oracle Cloud infrastructure will reduce the costs of operating our Peoplesoft system and strengthen our cyber security efforts.
2. As we move to OCI, the on-premise systems will be terminated. OCI is billed on usage, this costing for the usage is based on a collaborated effort between IT and Oracle to look at our current usage on-Prem and translate that to OCI.
3. Total cost for the move to OCI in FY27 - 2,064,992 with FY28 and FY29 costs being \$1,000,000.00 each year.

IMPACT OF THE ERP TRANSITION

WHAT DOES THIS MEAN WHEN WE MOVE TO A NEW ERP...

✓ **TIMELINE:**

For a new ERP is a 3–5-year implementation. During this time, we will need to run Peoplesoft until we move from Peoplesoft to the new ERP.

✓ **COST REDUCTION:**

As we move from Peoplesoft to the new ERP – the costs of OCI will be reduced as each application is moved to the new ERP.

Example:

When HR and Payroll are brought up on the new ERP the Peoplesoft HR and Payroll will be turned down, so our OCI costs will go down.

✓ **3 YEAR CONTRACT:**

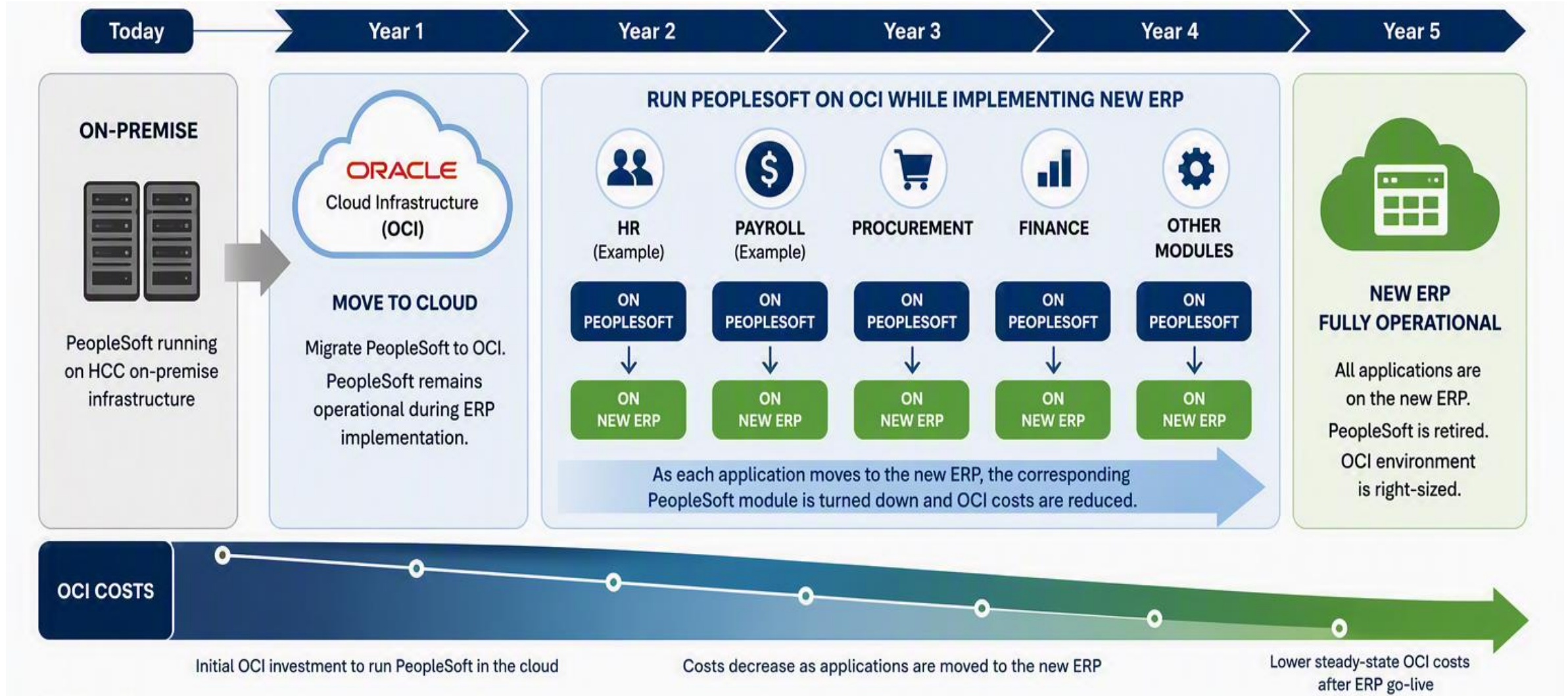
The reason for the 3-year OCI contract is that this will allow for time to move to a new ERP while keeping our current ERP Peoplesoft up and running.

✓ **BENEFITS:**

OCI comes with many benefits – hardware and operating system management and updates, HCC will be responsible for managing and updating our Peoplesoft software.



IMPACT OF THE ERP TRANSITION



Thank You

FY 2027 Cooperative Contract Award List

Description	Estimated Amount
Oracle – Authorizes cooperative contracting through multiple service agreements to support the College's software, hardware, and maintenance. - Oracle Super Cluster Hardware - Oracle Super Cluster Software - Oracle Hardware Consolidated - Oracle Taleo - Oracle WebLogic Server - Oracle Active Data Guard - Oracle Microfocus Visual COBOL - Oracle EDU Cloud - Oracle Cloud Infrastructure (OCI)	\$1,700,000

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
F.	Adoption and Review of Facility Master Plan	Dr. Margaret Ford Fisher Robert McCracken James Walker III Jamie Flatt, Stantec

RECOMMENDATION

Adoption of the updated Houston City College Facility Master Plan, which incorporates revised enrollment projections, facility condition assessments, and utilization trends to guide future capital investments.

COMPELLING REASON AND BACKGROUND

- A Facility Master Plan provides information to the Board of Trustees to support the effective allocation of limited resources for systemwide facility maintenance, operation, and improvement.
- A detailed systemwide Facility Master Plan update was initiated in 2020 with a draft update completed in 2022. The conclusions reflected the enrollment disruptions caused by COVID-19 and the draft plan was not adopted.
- A presentation was made to the Board at the June 17, 2026 Regular meeting and included an overview of the Facility Master Plan, the components of the plan, and the preliminary data analysis.
- This presentation and accompanying report reflect the final draft of the plan and incorporate additional data analysis and recommendations for each campus.

FISCAL IMPACT

Establishment of a Facility Master Plan guides the efficient allocation capital of resources in the manner that best supports the goals and mission of the College.

LEGAL REQUIREMENT

None.

STRATEGIC ALIGNMENT

1. Student Success, 4. Community Investment , 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Facility Master Plan Presentation	8/12/2026	Presentation

This item is applicable to the following:

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



Preliminary Master Plan Update Recommendations 2026

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, VC, Administration & Operations

James Walker, AVC, Facilities Management

August 19, 2026

Outline

- ▶ **Master Plan Update Context**
- ▶ **Current State of Facilities Use**
- ▶ **Trajectory**
- ▶ **Planning Strategies**
- ▶ **Appendix: Data and Method**

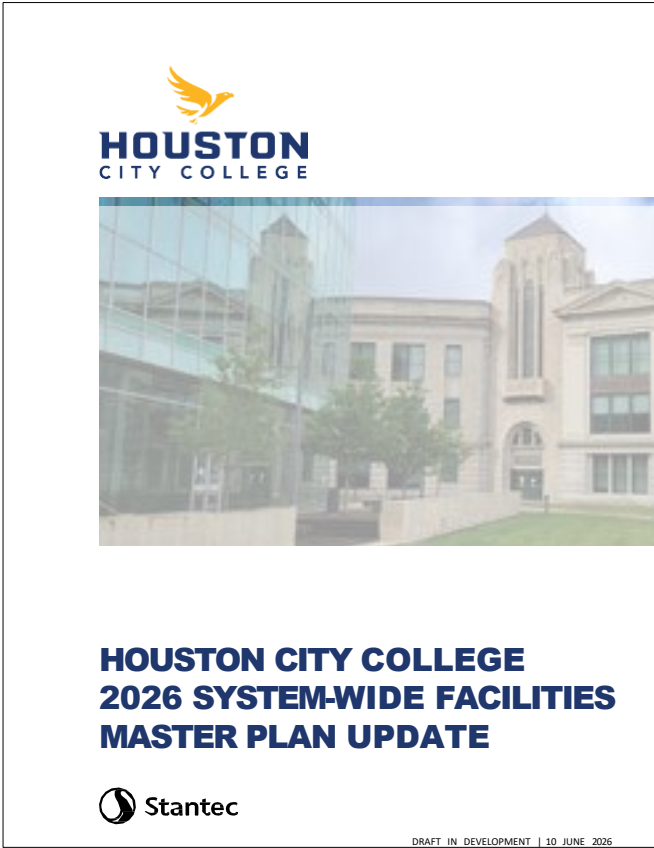
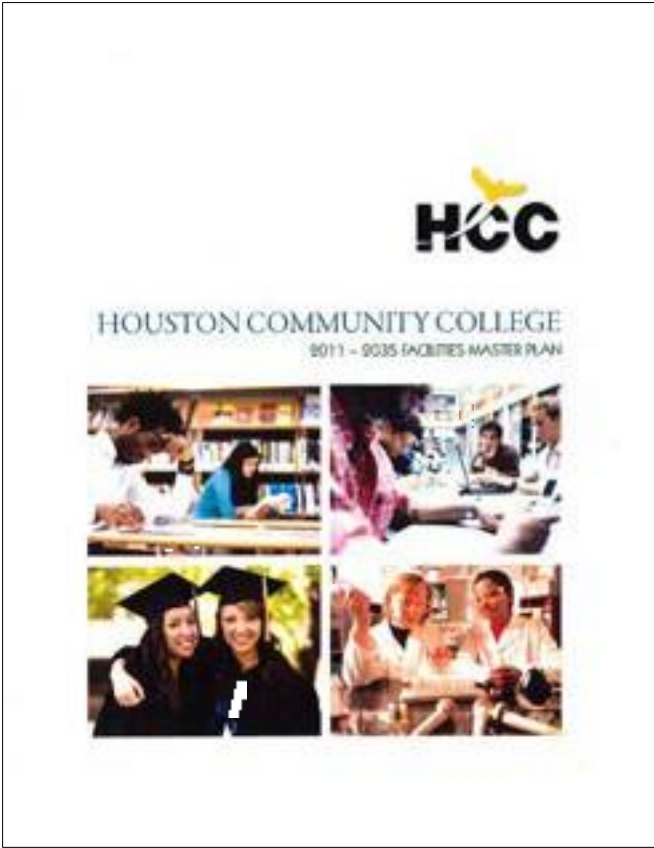
Context for this Update

Facility Master Planning at HCC

The last officially adopted Master Plan was completed in July 2011.

A detailed System-Wide Facility Master Plan was initiated in 2020. Conclusions reflected the enrollment disruptions caused by COVID 19 and were not adopted.

This exercise is an update to the 2020 plan that updates the 2022 plan with the current enrollment trajectory, facility condition and facility utilization.



Purpose:

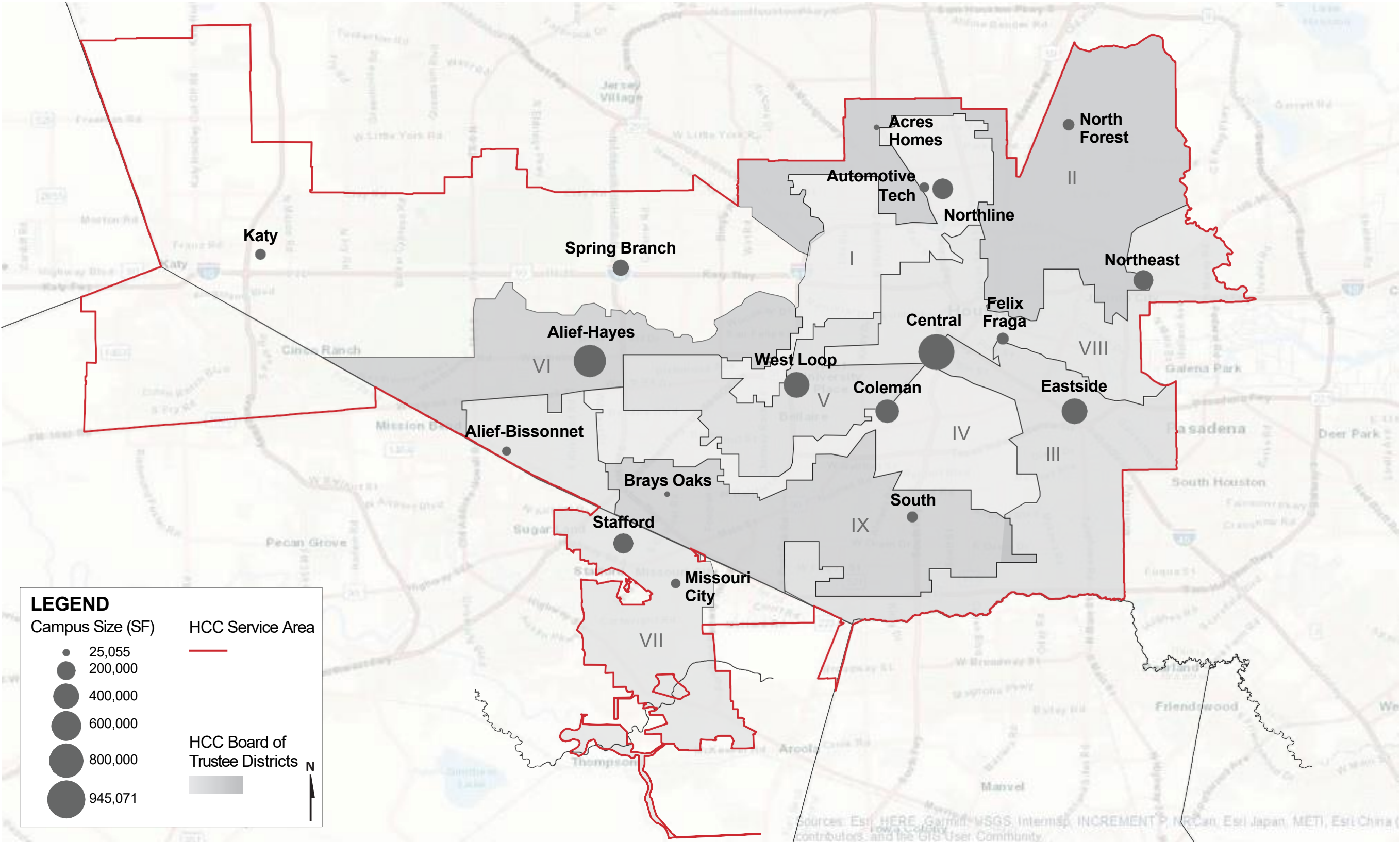
Provide direction to the Board of Trustees to support effective allocation of limited resources for system-wide facility maintenance, operation, and improvement.

Decisions that will be informed by this master plan update include:

- Prioritizing deferred maintenance projects
- Identifying opportunity locations for new programs/partnerships
- Identifying buildings which may be taken offline for needed maintenance/renovation with the least current program disruption
- Assisting College and campus leadership in identifying specific facilities which have capacity for increased program or new course offerings
- Inform objective evaluation of requests for new facility investments

Current Facility Use Analysis

Existing System of Facilities

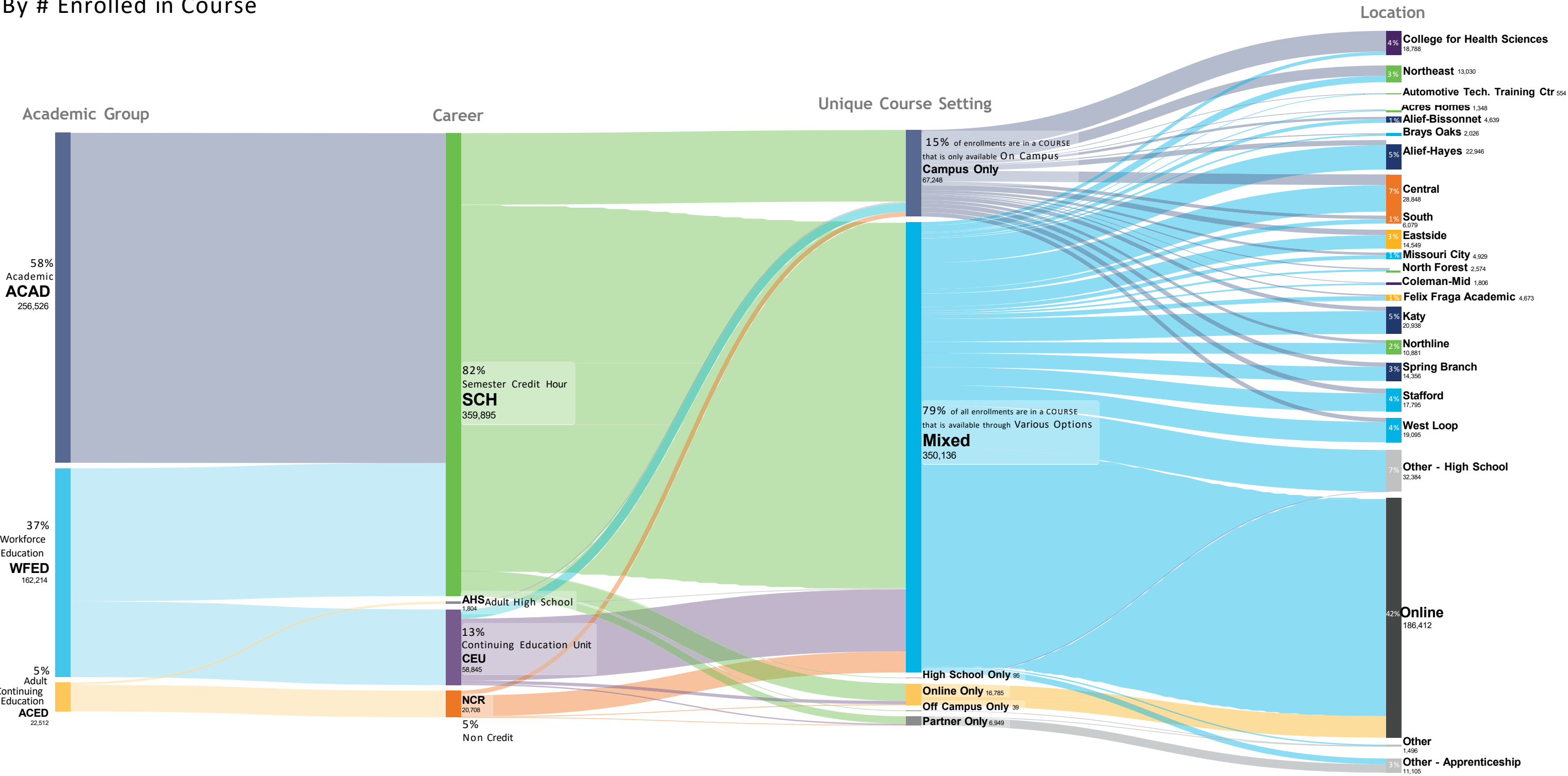


Course Enrollment

AY 2025

(Fall 2024)

By # Enrolled in Course



Course Enrollment

AY 2025

(Fall 2024)

By # Enrolled in Course

		Count (# courses)	% of Total	Enrollment (# students)	% of Total
Academic Group					
WFED	Workforce Education	8,893	37%	162,214	37%
ACAD	Academic	13,892	58%	256,526	58%
ACED	Adult Continuing Education	1,353	6%	22,512	5%
Career					
CEU	Continuing Education Unit	3,203	13%	58,845	13%
SCH	Semester Credit Hour	19,582	81%	359,895	82%
NCR	Non Credit	1,217	5%	20,708	5%
AHS	Adult High School	136	1%	1,804	0%
Where is the Course Offered					
	Campus Only	5,258	22%	67,248	15%
	Online Only	1,099	5%	16,785	4%
	Mixed	17,251	71%	350,136	79%
	High School Only	8	0%	95	0%
	Partner Only	508	2%	6,949	2%
	Off Campus Only	14	0%	39	0%

	Count (# courses)	% of Total	Enrollment (# students)	% of Total
Location of Enrollment				
Online	7,924	33%	186,412	42%
Acres Homes	138	1%	1,348	0%
Alief-Bissonnet	311	1%	4,639	1%
Alief-Hayes	1,270	5%	22,946	5%
Automotive Tech. Training Ctr	33	0%	554	0%
Brays Oaks	149	1%	2,026	0%
Central	1,935	8%	28,848	7%
Coleman-Mid	145	1%	1,787	0%
College for Health Sciences	1,596	7%	18,788	4%
Eastside	958	4%	14,549	3%
Felix Fraga Academic	261	1%	4,673	1%
Katy	1,075	4%	20,938	5%
Missouri City	310	1%	4,929	1%
North Forest	227	1%	2,574	1%
Northeast	921	4%	13,030	3%
Northline	681	3%	10,881	2%
South	463	2%	6,079	1%
Spring Branch	927	4%	14,356	3%
Stafford	1,156	5%	17,795	4%
West Loop	1,136	5%	19,095	4%
Other - High School	1,755	7%	32,384	7%
Other - Apprenticeship	612	3%	11,105	3%
District Administration	6	0%	20	0%
Other	148	1%	1,484	0%
Total	24,137		441,240	

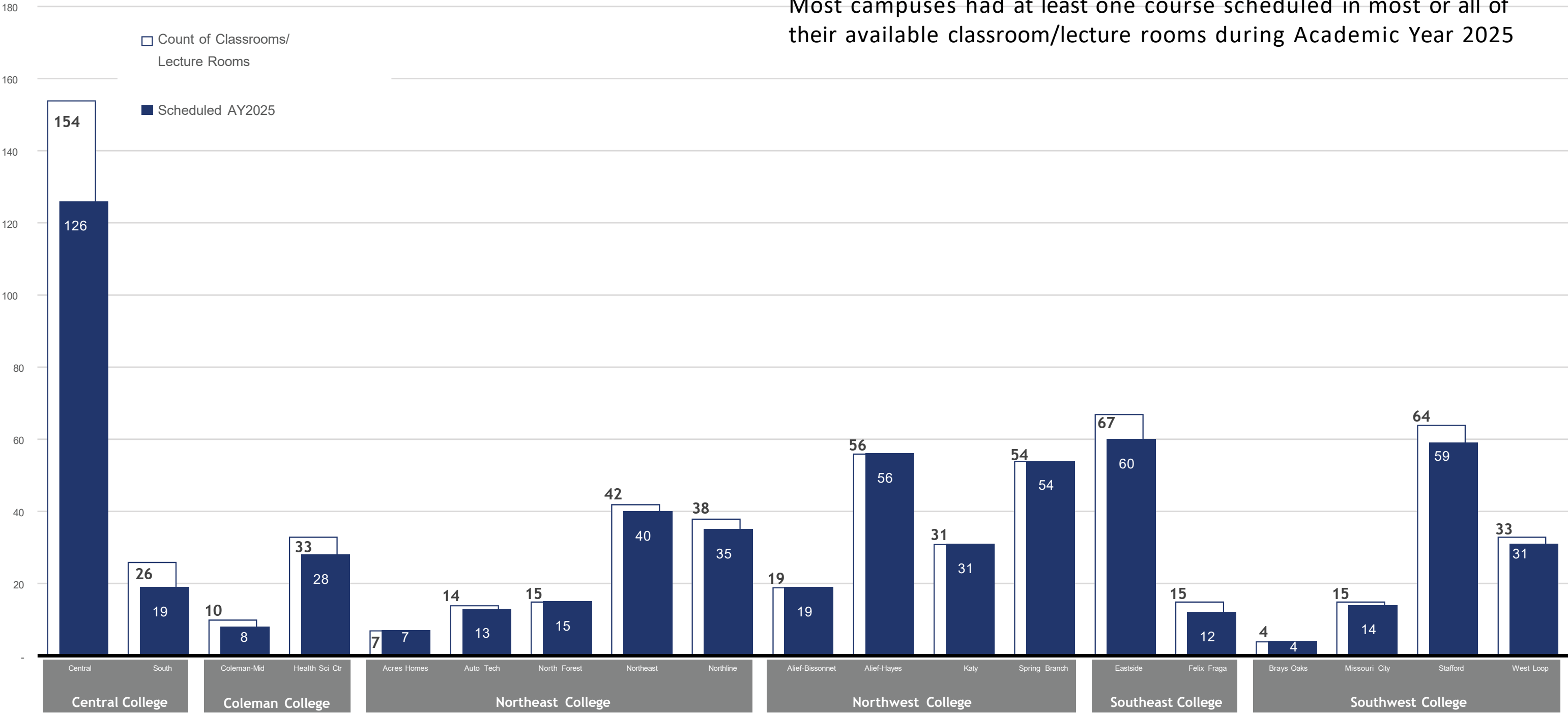
only 48%
of students
are taking
courses at
a campus
location

This analysis looks at the complete catalog of enrolled courses for academic year 2025 (as reflected on the previous page). Note that the total enrollment shown is a duplicated value, a student taking more than one course over the entire academic year will be counted in this number for each of the courses in which they enrolled.

Rooms in Use by Campus with Total Available

AY 2025, Classroom/Lecture Rooms Only

Most campuses had at least one course scheduled in most or all of their available classroom/lecture rooms during Academic Year 2025



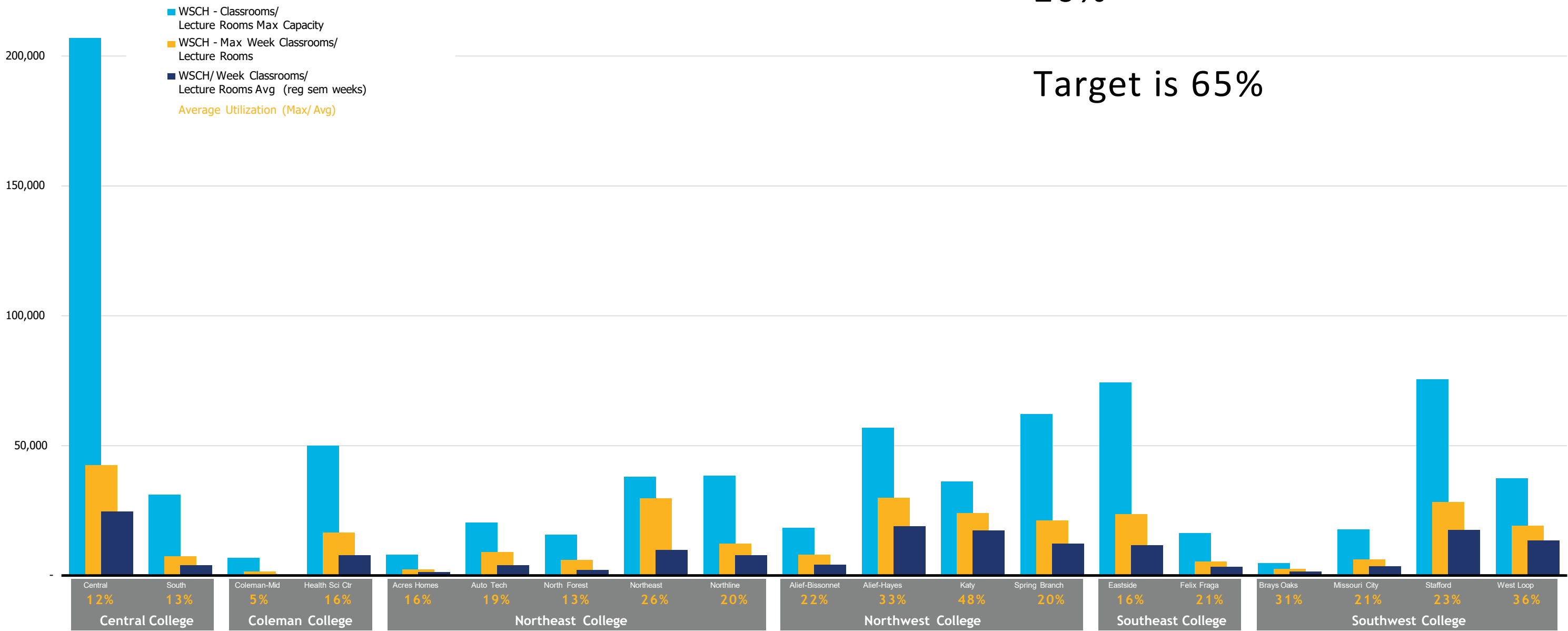
This analysis matches the complete catalog of enrolled courses for academic year 2025 to the validated list of rooms/labs that may be scheduled for a course. The ‘Scheduled’ count indicates that the room/lab had at least one course enrolled with that room as the location during the entire academic year.

Capacity by Campus with Maximum and Average Use

AY 2025, Classroom/Lecture Rooms Only

System-Wide Average
Classroom Seat Utilization is
20%

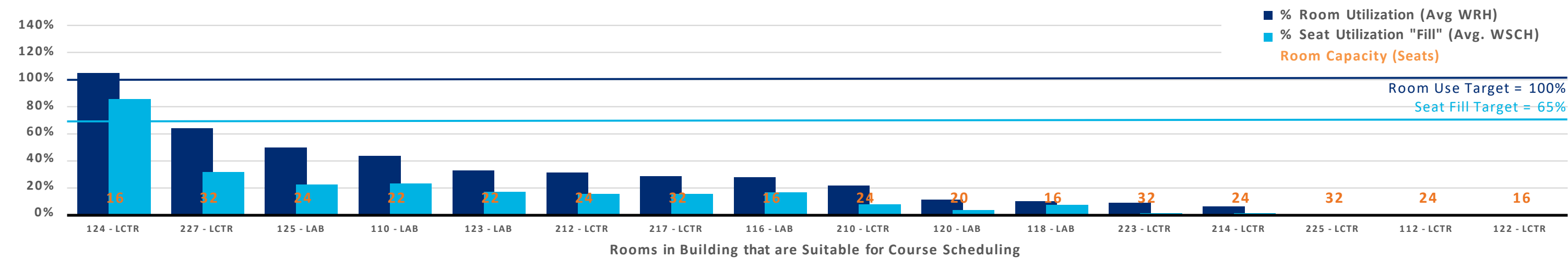
Target is 65%



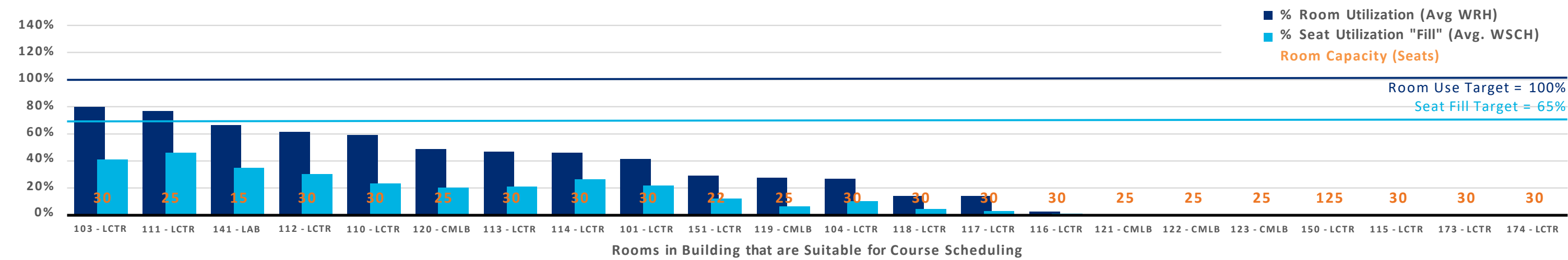
Utilization remains significantly low – even after duplicate/unavailable rooms removed from analysis

Average Utilization by Building and Campus

Representative Campus



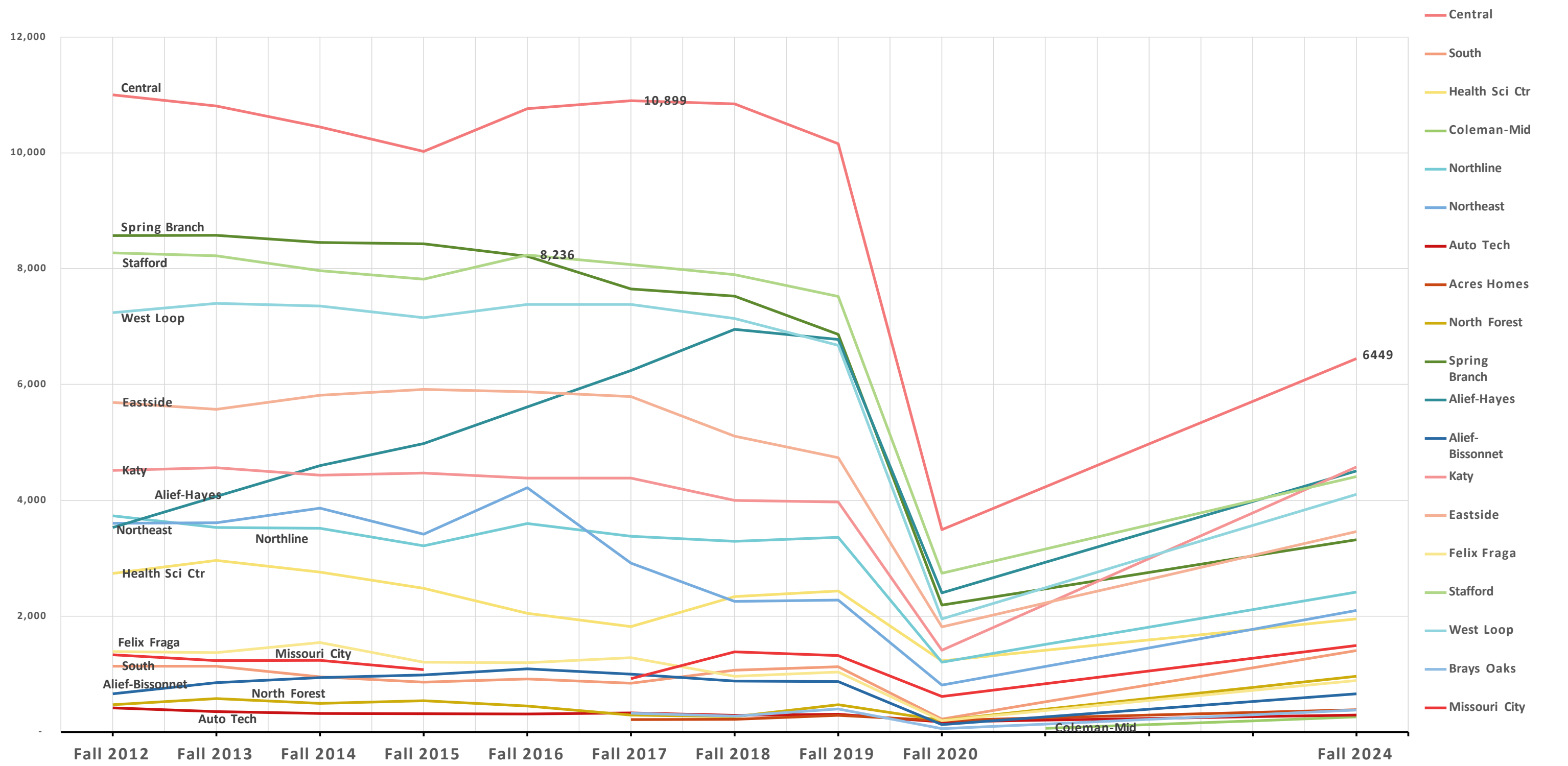
Building 1



Building 2

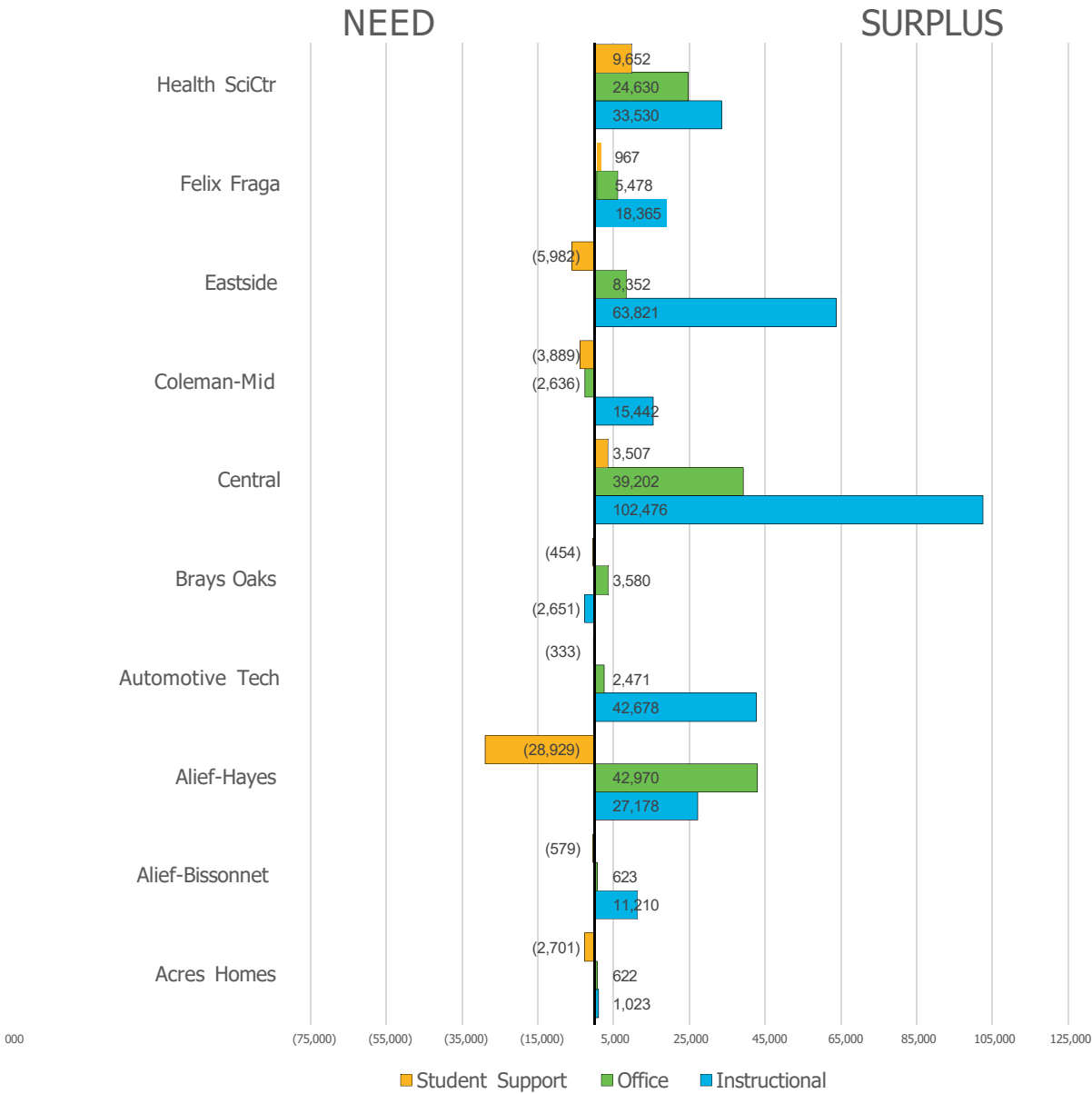
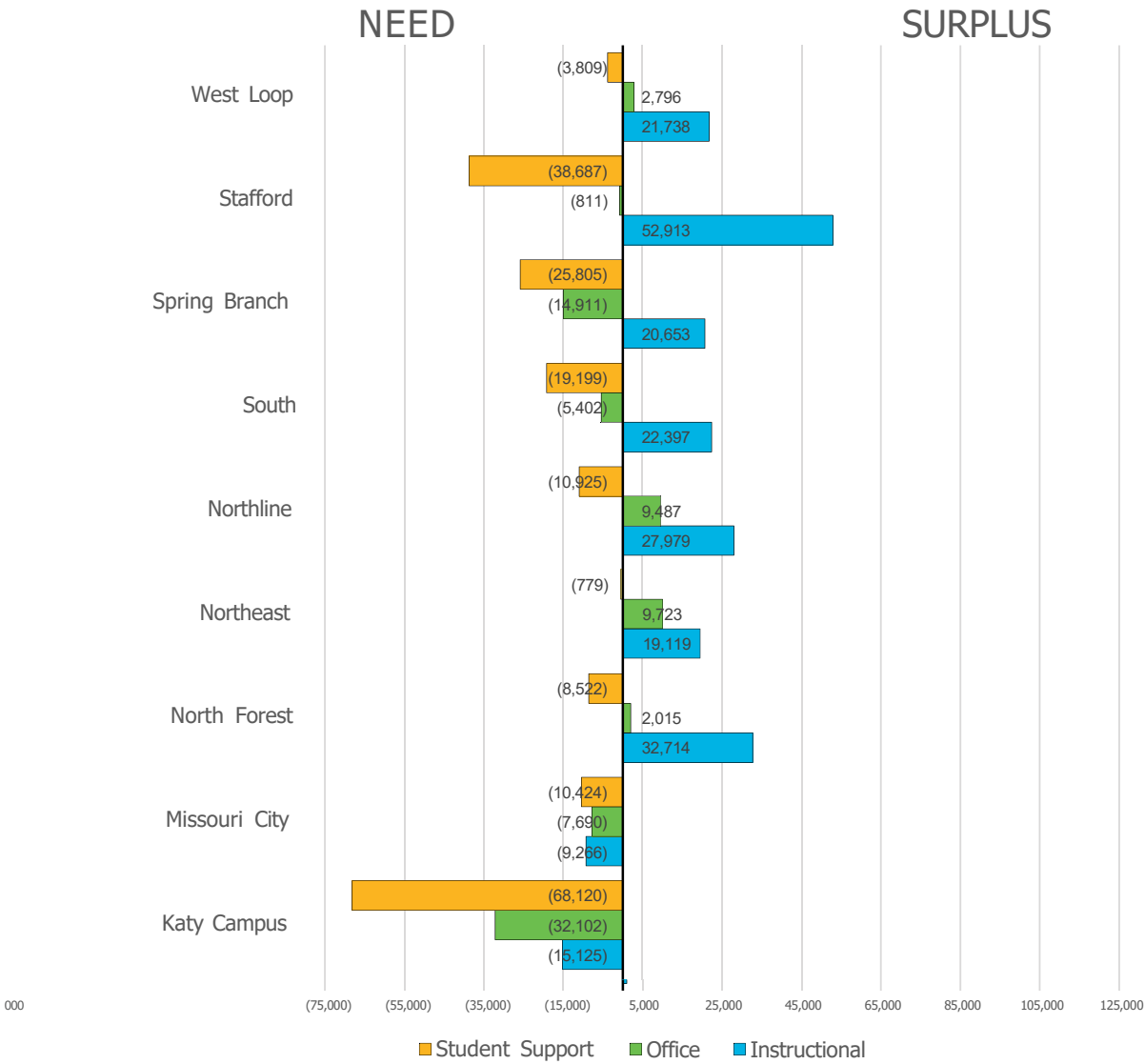
Projections and Trajectory

In-Person Enrollment Trend by Campus



Projected Space Needs / Surplus

Area (sf)
Projected
needs to
2035



Projected space needs/surplus is calculated using a detailed space projection model that uses the projected enrollment by campus and proven academic space planning ratios of area per student, faculty, and administrative staff to calculate the expected space needs. That space need is then compared to existing space available to determine need or surplus.

Planning Strategies - Draft

Strategy Recommendations Based on Data Analysis

(AY 2025-Fall 2024, Spring and Summer 2025)

- **Maintain**

Facilities in the best condition and most used in the system. Prioritize repairs as needs occur to maintain the strong utilization and consider expansion when the space needs projection model shows a need.

- **Stewardship**

Perform adequate ongoing maintenance to the systems and equipment to ensure they do not slip below the HCC System standards for “Good” or “Average” condition. Monitor the suitability of the facility for the program to ensure that it continues to support the program it accommodates.

- **Expand / Adjust Programs Offered**

Evaluate course offerings to improve program enrollment and building utilization. While the condition of the building is “Good” or “Average” the course offerings and assigned programs should be evaluated to attract in-person enrollment and increase utilization.

- **Renovation Priority**

Perform necessary renovations to improve the building condition and maintain the strong utilization.

- **Capital Renewal**

Perform renewal projects to return the building FCI to “Good” or “Average” condition.

- **Manage Rate of Decay**

Complete select renewal or replacement projects to manage the overall rate of decay of the building.

Track ongoing utilization and plan to move the assigned programs if enrollment does not improve. Manage the rate at which building conditions continue to decline until a decision can be made concerning long-term viability.

- **Seek Replacement Opportunities**

Evaluate the cost of renewal versus building new

- **Candidate for Divestment/ Reduced Operations**

Evaluate the need of critical facilities and consider divesting to reduce maintenance costs.

Building Level Capital Prioritization Matrix

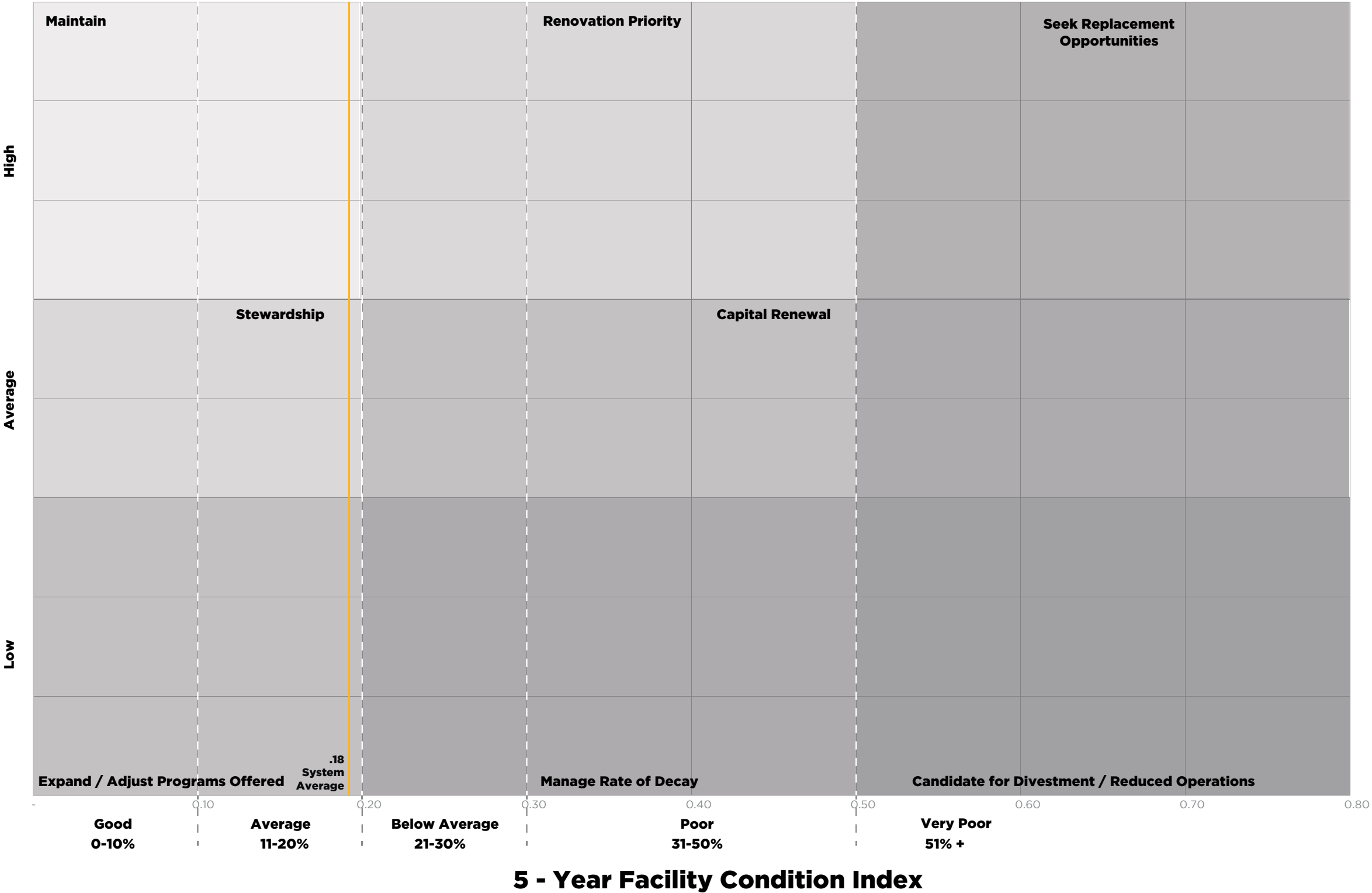
Intersection of In-Person Enrollment Use and Facility Condition

Recommendations by campus will be developed using the framework at right. Each building will be graphed from left to right based upon the existing facility index.

Then, each building will be placed from top to bottom depending upon the utilization for enrolled classes relative to the other buildings in the HCC System.

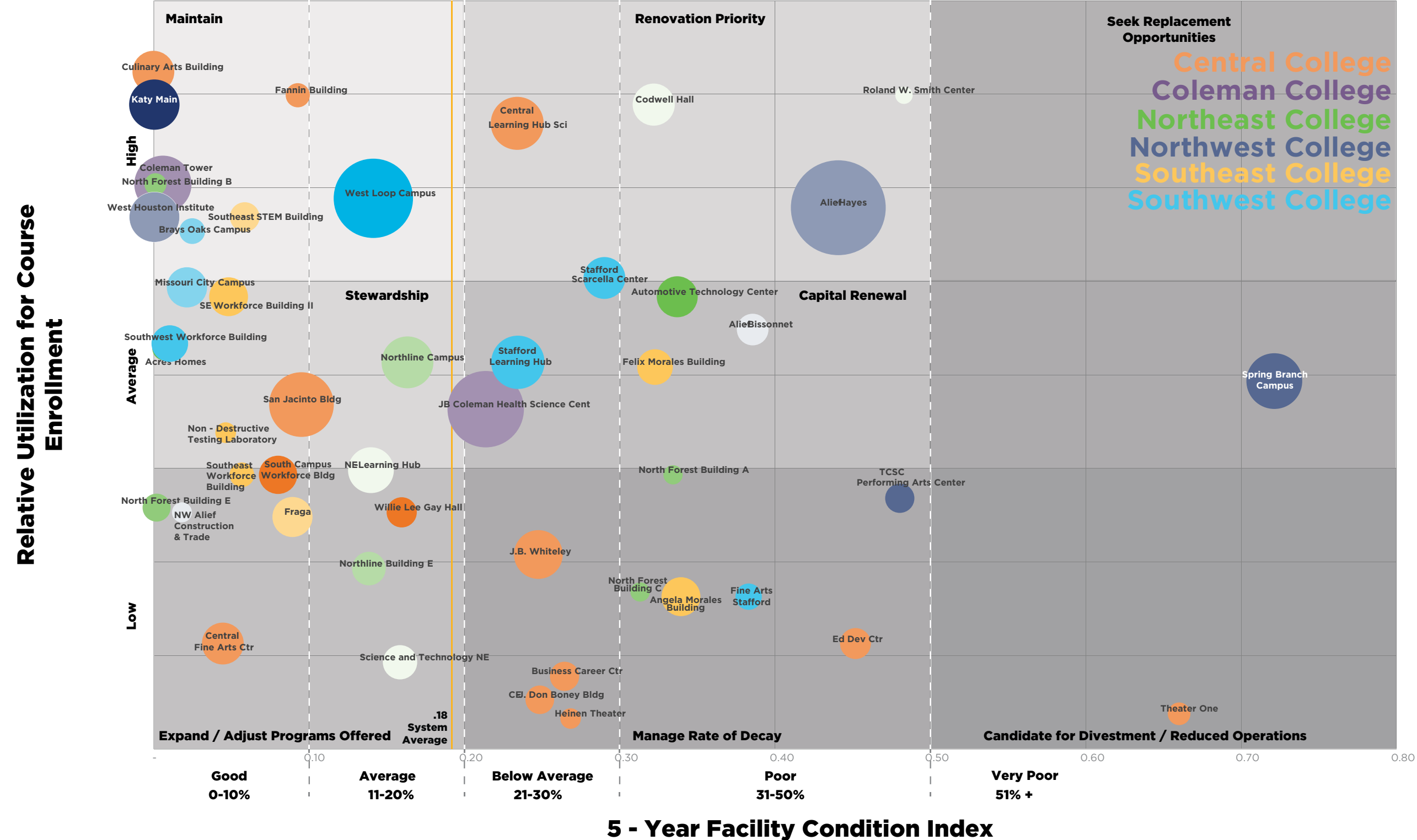
This will support objective prioritization of facility investment.

Relative Utilization for Course Enrollment



Building Level Capital Prioritization Matrix

Buildings shown by relative area, color-coded by college and graphed by In-Person Enrollment Use and Facility Condition



Thank You

Appendix: Data and Method

Data

This master plan update leverages the following data:

- Course schedule, class location, and students enrolled - complete academic year 2025
- Student enrollment, unduplicated by campus - academic year 2025
- Facility condition (2026 update to FCI)
- Space data - classrooms/lecture rooms and class labs by building and campus, validated

Process

Physical campus environments have not materially changed since the 2022 master plan effort and the detailed analysis of space quality and campus development opportunity generated at that time still applies. Given the significant and enduring rise in online enrollment post-COVID, this update provides an objective understanding of how the existing inventory of in-person class and lab space across the HCC system is used today and likely to be used in the foreseeable future. The analysis demonstrates that significant under used capacity is in place through comparison of utilization to target rates and projection of space needs based on enrollment. Recommendations for prioritization of capital expenditure is developed by relating the level of utilization to the current condition and targeting investment on the facilities with the highest utilization.

Method - Utilization Analysis by Building and Campus

The utilization analysis visualizes average room use in Academic Year 2025 (Fall 2024, Spring and Summer 2025) on a building-by-building basis, grouped by campus and by college. For each validated room where courses can be scheduled, two percentages are calculated:

- Percent utilization by Weekly Room Hours (WRH). This takes the total number of hours the room was scheduled for a course, divided by the target total number of hours for a room to be scheduled. Per Texas Higher Education Coordinating Board (THECB) Space Usage Efficiency Guidance, the target number of hours per week for a Classroom/Lecture room is 38 hours per week. The target for a Laboratory is 25 hours per week.
- Percent utilization by Weekly Student Contact Hours (WSCH). Weekly Student Contact Hours are the number of hours per week the course is taught multiplied by the number of students enrolled in the course. The maximum WSCH is the maximum WRH x Room Capacity (in number of seats or stations). WSCH reflects the fill of the classroom or lab. Per THECB guidance, target fill for Classrooms is 65% and for Labs is 75%.

Method - Projected Space Needs/Surplus

Explanation re: TI-26.127

- The Space Needs/Surplus graph shows the projected difference between the existing area available on each campus and the projected space need for each campus.
- The projected space need is calculated using the projected in person enrollment and weekly student contact hours at that campus as an input into a detailed space need forecasting model.
- The in person enrollment is projected by campus based on recent enrollment trends, adjusted to assume that modest growth occurs even at campuses which have seen declines. In this way it can be understood as a ‘best case’ enrollment projection.
- The forecasting model uses space per student and student per faculty and staff ratios based on academic space planning best practices to estimate the amount of space needed for the projected enrollment.

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
G.	Approve Senate Bill 18 Certification Report Submission	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick

RECOMMENDATION

Authorize the Board Chair and Chancellor or designee to submit a Senate Bill 18 (SB 18) report to the Texas Higher Education Coordinating Board regarding tenure for faculty.

COMPELLING REASON AND BACKGROUND

Senate Bill 18 (SB 18), an act relating to the tenure and employment of faculty members at certain public institutions of higher education, addresses tenure and post-tenure review policies at university systems. SB 18 is codified at Texas Education Code Section 51.942.

It also requires institutions to certify compliance with the law to the Texas Higher Education Coordinating Board (THECB).

Houston City College is a public junior college and does not offer tenure to its faculty members. As such, Houston City College is compliant with Senate Bill 18.

STRATEGIC ALIGNMENT

ATTACHMENTS:

Description	Upload Date	Type
SB 18 Report Submission	8/11/2026	Attachment

This item is applicable to the following:

Certification Submission for SB18

DIRECTIONS

Institutions' governing board are required to file with the Texas Higher Education Coordinating Board (THECB) by September 1: 1) a copy of its policies and procedures related to Faculty Tenure as required under [Texas Education Code, Sec. 51.942\(g\)](#) and 2) a copy of the institution's post-tenure review policy as required by the [Texas Appropriations Act - Article III - Texas Higher Education Coordinating Board Section 25](#) page 545/1055.

REQUIRED DOCUMENTATION

Each governing board must submit a copy of policies and procedures related to faculty tenure in Texas Education Code 51.942 and any amendments to such policies and procedures.

Governing boards also must submit copy of your institution's post-tenure review policy (including review procedures to determine that a tenured faculty member is performing consistently at an acceptable, professional level and a mechanism whereby a faculty member is informed of any deficiencies and provided opportunities to effectively improve his or her performance) as required by state law (Texas Appropriations Act - Article III - Texas Higher Education Coordinating Board Section 25 page 545/1055).

CONTACT

The institutional contact (and form submitter, if applicable) will receive confirmation upon submission. THECB staff will reach out to the institution if there are questions regarding the submission.

Additional questions about compliance with this statute can be directed to Compliance@highered.texas.gov

Fields marked with an asterisk (*) are required.

Institution Contact Name

Institution Contact Title

Name of Institution or System ***Email (Required) *****Supporting Documentation to this Certification ***

Upload a current, board-approved copy of the policies and procedures regarding faculty tenure required by Texas Education Code, Sec. 51.942(g) and a copy of your institution's post-tenure review policy as required by state law (Texas Appropriations Act - Article III - Texas Higher Education Coordinating Board Section 25).

**Drop your files here**[Browse](#)**Date submitted policies (or amendment to the policies, if applicable) were approved by the institution board. *****(Optional) Links to documentation:**

☐ I certify that all information in this submission is true, accurate, and complete

I certify that I (Institution Contact) have the authority to submit a copy of the policies and procedures adopted under TEC, Sec. 51.942(g) and the Texas Appropriations Act with THECB on behalf of the institution's governing board.

☐

Please provide contact information for the form submitter if different from the institution contact above.

Form Submitter Name and Title

Form Submitter Email

☐ Send me a copy of my responses

Submit

Powered by  smartsheet

[Privacy Policy](#) [Report Abuse](#)

Delegation of Signature Authority to Execute Texas Education Code Section 51.942(c-4)(g)
Certification

As Chair of the Board of Trustees and Trustee for District VII of the Houston City College, I, Eva L. Loredo, (“Delegator”) hereby delegate signature authority to Nicole Montgomery, General Counsel (“Delegatee”) to execute as “Form Submitter” the certification report and attachments showing full compliance with Texas Education Code Section 51.942(c-4)(g).

The effective date of this delegation is August _____, 2026.

The authority delegated in this document shall not be sub-delegated.

By signing this authorization, I confirm that I meet the requirements to make such a designation.

Delegator:

Eva L. Loredo
Chair
Houston City College
Board of Trustees



Office of General Counsel

Nicole Montgomery, General Counsel
3100 Main Street, 12th Floor
Houston, Texas 77002
general.counsel@hccs.edu
hccs.edu

To Whom It May Concern:

I am the Chair of the Board of Trustees for Houston City College.

Senate Bill 18, an act relating to the tenure and employment of faculty members at certain public institutions of higher education, addresses tenure and post-tenure review policies at university systems. It also requires institutions to certify compliance with the law to the Texas Higher Education Coordinating Board (THECB). Houston City College is a public junior college and does not offer tenure to its faculty members. As such, Houston City College is compliant with Senate Bill 18.

Please find attached to this letter a copy of Houston City College's policies and procedures related to faculty employment.

If you have any questions, please contact Nicole Montgomery, General Counsel at general.counsel@hccs.edu.

Sincerely,

Eva L. Loreda
Chair
Houston City College
Board of Trustees

cc: Margaret Ford Fisher, Ed.D., Chancellor

Encl: HCC Board Policies and Procedures, DC (LOCAL) and DCD (REGULATION)

EMPLOYMENT PRACTICES

DC
(LOCAL)

Hiring Practices	The Board shall not support preferential treatment in any employment practice. Hiring policies and practices shall be administered fairly and equitably.
Posting Vacancies	The Chancellor or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current College District employees may apply for any vacancy for which they have appropriate qualifications.
Applications	All applicants shall complete the application form supplied by the College District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.
Employment of Contractual Personnel	The Board may establish separate procedures and criteria for hiring the Chancellor. Full-time faculty and senior level administrative staff who are classified as E40 and above shall be employed pursuant to written employment and contractual agreements. The Chancellor has sole authority to make recommendations to the Board regarding the selection of contractual personnel. The Board retains final authority for employment of contractual personnel. [See DCA]
Employment of Provost (or Similar Position)	The Board shall approve or deny the hiring, promotion, or contract renewal of an individual for provost, chief academic officer, or similar position, whether interim or permanent, and including a deputy, associate, or assistant provost. At least five business days prior to the Board meeting at which the individual will be considered, the Chancellor or designee will provide members of the Board of Trustees with the following: (i) the individual's curriculum vitae; (ii) a memorandum reflecting the Chancellor's recommendation regarding the individual's employment, promotion, or renewal; (iii) a factual summary of the selection process regarding the hiring or promotion, if applicable; and (iv) any other documents identified by the Board. By October 1 of each calendar year, the Board will submit to the governor, lieutenant governor, the speaker of the Texas House of Representatives, and each member of the Legislature a report regarding its approval or denial of the hiring, promotion, or contract renewal an individual for the position of provost, chief academic officer, or similar position, including a deputy, associate, or assistant provost.

EMPLOYMENT PRACTICES

DC
(LOCAL)

**Employment of
Noncontractual
Personnel**

The Board delegates to the Chancellor final authority to employ and dismiss noncontractual employees on an at-will basis. [See DCC]

**Employment of
Certain Law
Enforcement
Personnel**

The Chancellor or designee and the College District police department shall develop regulations, in accordance with law, for the employment of peace officers and telecommunicators. The regulations shall address:

1. The investigation of the applicant's background;
2. Medical and psychological examination and drug screening of the applicant;
3. The applicant's qualification to carry a firearm, if applicable;
4. A provisional hiring period applicable upon employment; and
5. The submission of any required forms to the Texas Commission on Law Enforcement (TCOLE).

Employment Offer

The Chancellor or designee shall have the sole authority to communicate an offer of employment. Oral representations by College District personnel are not binding on the Board or the College District. The Chancellor shall designate in writing those individuals who are authorized to communicate employment offers.

An offer of employment does not create a property interest in employment. The Board may rescind a contract offer any time prior to the execution of a written contract by the candidate and the College District's authorized representative.

Contract Renewal

Contracted employment for one or more years does not create any entitlement to employment beyond the current term of the current contract. Renewal of a contract shall not be automatic. Continued employment on a contractual basis requires approval by the Chancellor and execution of a new contract by the affected employee. Renewal of contract of an employee who is serving as provost, chief academic officer, or similar position, including a deputy, associate, or assistant provost, requires Board approval.

EMPLOYMENT PRACTICES
FACULTY AND EXECUTIVE ADMINISTRATOR CONTRACT RENEWALS (REGULATION) DCD

PURPOSE	The purpose of this regulation is to outline procedures for contract renewals for Faculty members and Executive Administrators.
APPLICABILITY	This regulation applies to all contracted employees of the College District.
DEFINITIONS	“Contract renewal” means the act of making an agreement to continue employment for an agreed period of time following the end date of the current contract or during the term of the current contract. “Faculty Member” means an educator who is employed by the College District and is required to hold a certificate issued under Subchapter B, Chapter 21 of the Texas Education Code. “Executive Administrator” means an employee at the E40 compensation level or above on the executive salary schedule, such as Vice Chancellor, President or administrative equivalent. “Days” shall mean College District business days unless otherwise noted.
PROCEDURES	Faculty Contract Renewals: Faculty members with nine (9) -month and ten and a half month (10-1/2) - month contracts ordinarily will receive notice of renewal during the spring semester (usually March or April), and faculty members with twelve (12) -month contracts ordinarily will receive notice of renewal in the summer (usually in May or June). These dates are approximate times depending on operational or business needs. The Administration shall endeavor to provide notice no later than thirty (30) days before the first day of the next academic year If the Administration is unable to comply with the deadline for providing a new contract, the Administration shall provide the affected faculty member with: • Written notification of this fact; • Shall explain why the Administration has been unable to comply with the deadline and; • Shall specify a time by which the contract will be offered The College District may delay execution of a new contract pending a new or ongoing investigation or other review of the circumstances involving the employee continuing employment with the College District. If the College District determines that renewal is no longer in The College's best interest, the employee shall receive notice of non-renewal.

EMPLOYMENT PRACTICES
FACULTY AND EXECUTIVE ADMINISTRATOR CONTRACT RENEWALS (REGULATION) DCD

The College District shall make a final decision regarding the faculty member's status within sixty (60) days of the first day of the academic year (i.e., the employee shall receive a new contract or shall be notified of non-renewal).

If the Administration fails to take any action within sixty (60) days of the first day of the academic year, then the faculty member shall continue his or her employment for the remainder of the academic year under terms and conditions that are at least as favorable as the terms and conditions that applied to the faculty member in the previous academic year, unless the faculty member and the College District enters into a new and different written contract.

Executive Administrator Contract Renewals:

COLLEGE DISTRICT
PROCESS

The Chancellor or designee shall endeavor to provide written notice of non-renewal to affected administrators at least thirty (30) days prior to expiration of the contract. The timeline in this regulation is not contractual in nature but merely is provided to promote an orderly and fair process. In rare circumstances, the Chancellor or designee may find it necessary to reverse a previous decision to renew a contract.

The College District reserves the right to revoke a proposed renewal any time before the employee and the College District has signed a new contract.

If the Chancellor fails to provide either a new contract or written notice of non-renewal, then the affected Executive Administrator will continue to be employed, but shall have the status of an at-will employee.

CONTRACT NON
RENEWALS

For information regarding Contract Non-Renewals, refer to DM: Termination of Employment, DMAA: Term Contracts -Termination Mid-contract and DMAB: Term Contracts - Nonrenewal.

OFFICE OF RE-
SPONSIBILITY

Talent Engagement

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
H.	Approve Senate Bill 17 Certification Report Submission	Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick

RECOMMENDATION

Approve Senate Bill 17 certification report to the Texas Higher Education Coordinating Board and authorize the Board Chair and Chancellor to take all action necessary to certify HCC's compliance with Senate Bill 17.

COMPELLING REASON AND BACKGROUND

To continue receiving state funding after September 1, 2026, HCC must certify its compliance with Senate Bill 17 to the Texas Higher Education Coordinating Board by **August 31, 2026**.

Senate Bill 17 restricts diversity, equity, and inclusion (DEI) activities relating to race, sex, color, ethnicity, sexual orientation, and gender identity. The law impacts a wide spectrum of college operations throughout the entire College, including hiring, contracting, student services, and training. In particular, Senate Bill 17 disallows DEI offices and employees with DEI functions, and it prohibits "preferences" or "special benefits" based on race, color, and ethnicity. Senate Bill 17 does not affect academic instruction, student recruitment, student organizations, data collection, and a few other discrete areas. The effective date of Senate Bill 17 was January 1, 2024, and was codified in the Texas Education Code at Section 51.3525.

STRATEGIC ALIGNMENT

ATTACHMENTS:

Description	Upload Date	Type
SB 17 Report Submission_Updated	8/17/2026	Attachment
SB 17 Report Submission	8/11/2026	Attachment

This item is applicable to the following:

I certify, under penalty of perjury and the loss of funding to Houston City College (listed below), that Houston City College (HCC) has complied with the requirements in Tex. Educ. Code § 51.3525:

- ☒ I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of influencing hiring or employment practices at the institution with respect to race, sex, color, or ethnicity, other than through the use of color-blind and sex-neutral hiring processes in accordance with any applicable state and federal antidiscrimination laws.
- ☒ I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity.
- ☒ I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of promoting policies or procedures designed or implemented in reference to race, color, or ethnicity, other than policies or procedures approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law; or
- ☒ I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of conducting trainings, programs, or activities designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, other than trainings, programs, or activities developed by an attorney and approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.
- ☒ I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(B), this institution has not, except as required by federal law, hired or assigned an employee of the institution, or contracted with a third party to perform the duties of a diversity, equity, and inclusion office as defined in Tex. Educ. Code § 51.3525(a).
- ☒ I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(C), this institution does not, except as required by federal law, compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement.

- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(D), this institution does not, except as required by federal law, give preference on the basis of race, sex, color, ethnicity, or national origin to an applicant for employment, an employee, or a participant in any function of the institution.
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(E), this institution does not, except as required by federal law, require any person, as a condition of enrolling at the institution or performing any institution function, to participate in diversity, equity, and inclusion training, which includes a training, program, or activity designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, unless the training meets the exception in Tex. Educ. Code § 51.3525(b)(1)(E)(ii).
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(2), that this institution has adopted policies and procedures for appropriately disciplining, including by termination, an employee or contractor of the institution who engages in conduct in violation of Tex. Educ. Code § 51.3525(b)(1)(A)-(E).
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(e), that no state appropriations to this institution for FY26 have been spent prior to submission of this certification report for FY25 to the Legislature and the Texas Higher Education Coordinating Board.
- [X] I understand the State Auditor's Office will conduct a compliance audit for this institution and if violations of Tex. Educ. Code § 51.3525 are found, this institution must cure the violation within 180 days or become ineligible to receive formula funding increases, institutional enhancements, or exceptional items during the state fiscal biennium immediately following the state fiscal biennium in which the determination is made.
- [X] I understand the Coordinating Board will forward all complaints regarding an institution's violation of Tex. Educ. Code § 51.3525 to the State Auditor's Office for review.

To ensure full compliance with Tex. Educ. Code § 51.3525, in the past fiscal year Houston City College (HCC) conducted the following actions to comply with the statute:

- HCC’s website provides information regarding Tex. Educ. Code § 51.3525, including “frequently asked questions” (FAQ) which summarize the statutory requirements and an email address for any individual or department to contact HCC’s Texas DEI Compliance Oversight Team (housed in the Office of General Counsel Division) with questions and issues for compliance assistance. See Exhibit A, HCC’s Senate Bill 17 Website.
- HCC reviewed scholarships and grants to ensure eligibility and award criteria did not give preference on the basis of race, sex, color, ethnicity, or national origin.
- HCC maintains written policies that do not, except as required by federal law, require any person, as a condition of enrolling at the institution or performing any institution function, to participate in diversity, equity, and inclusion training, which includes a training, program, or activity designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, unless the training meets the exception in Tex. Educ. Code § 51.3525(b)(1)(E)(ii). See Exhibit B, HCC Board Policies DAA (LOCAL) and FA (LOCAL).
- HCC maintains a policy that prohibits establishing or maintaining a Diversity, Equity and Inclusion office, division, unit, or function, or hire or assign an employee or third-party contractor to conduct diversity, equity, and inclusion practices. See Exhibit B, HCC Board Policy BG (LOCAL).
- HCC maintains policies that prohibit compelling, requiring, inducing, or soliciting any person to provide a diversity, equity and inclusion statement, and that prohibit giving preferential consideration to any person based on the provision of a diversity, equity and inclusion statement. See Exhibit B, HCC Board Policies DAA (LOCAL) and FA (LOCAL).
- HCC maintains policies and procedures for appropriate discipline, including by termination, of an employee or contractor of the institution who engages in conduct in violation of Tex. Educ. Code § 51.3525. See Exhibit B, HCC Board Policies BG (LOCAL), CFE (LOCAL), DAA (LOCAL), and FA (LOCAL).
- Throughout the year, HCC affirmed that the institution’s operations are in compliance with statutes, policies, and regulations through HCC’s established Quarterly Control & Compliance Attestation process which reports to the Audit Committee of the Board of Trustees following the conclusion of each fiscal quarter. In FY2024, HCC updated its process to specifically include compliance with Tex. Educ. Code § 51.3525. See Exhibit C, HCC Board Policies BE2 (REGULATION) and BE2 (EXHIBIT – Attestation Letter, Item 2.1(a)).
 - o Following the established process for FY2026, HCC’s senior management submitted attestation letters to the Chancellor confirming compliance for the business area(s) under their supervision and control at the conclusion of each fiscal quarter. Any exceptions, such as potential violations of Tex. Educ. Code § 51.3525, were to be reported using the Exhibit A Registration Form included

with the attestation letter. See Exhibit C, HCC Board Policy BE2 (EXHIBIT A – Registration Form).

- o Following the attestation by senior management, the Chancellor submitted attestation letters to the Chair of the Board Audit Committee confirming compliance and included with the Quarterly Control & Compliance Attestation reports presented at the Board Audit Committee meetings quarterly. Any exceptions not previously reported to the Board of Trustees and not mitigated were included in the quarterly report presented to the Board Audit Committee.
 - The Quarterly Control & Compliance Attestation reports were presented to the Board Audit Committee for the 4th Quarter FY2025 on November 5, 2025 (6/1/2025-8/31/2025), 1st Quarter FY2026 on February 4, 2026 (9/1/2025-11/30/2025), 2nd Quarter FY2026 on May 6, 2025 (12/1/2025-2/28/2026), and 3rd Quarter FY2026 on August 5, 2026 (3/1/2026-5/31/2026).
 - The Quarterly Control & Compliance Attestation report for the 4th Quarter FY2026 (6/1/2026-8/31/2026) will be presented to the Board Audit Committee on November 4, 2026.
- o For the period of 9/1/2025 to the date of this report, no violations of Tex. Educ. Code § 51.3525 were reported as exceptions through the Quarterly Control & Compliance Attestation process.
- o In addition, a special compliance attestation focused solely on Senate Bill 17/Tex. Educ. Code § 51.3525 was completed by senior management on July 21, 2026.
- Key members of senior management attended training on July 24, 2026, to reinforce the requirements of Tex. Educ. Code § 51.3525.

Failure to return a certification form to the Texas Higher Education Coordinating Board by **September 1, 2026**, will be considered an act of non-compliance with the law and can subject the above-referenced institution to all penalties allowed by law.



For Houston City College:

Houston City College

3100 Main Street
Houston, Texas 77002
hccs.edu

Margaret Ford Fisher, Ed.D.
Chancellor

Date Signed

Eva L. Loreda
District VIII, Chair, Board of Trustees

Date Signed

Sean Cheben
District V, Vice Chair, Board of Trustees

Date Signed

Dr. Cynthia Lenton-Gary
District VII, Secretary, Board of Trustees

Date Signed

Monica Flores Richart
District I, Trustee, Board of Trustees

Date Signed

Renee Jefferson Patterson
District II, Trustee, Board of Trustees

Date Signed

Dr. Adriana Tamez
District III, Trustee, Board of Trustees

Date Signed

Lalou Davies-Yemitan
District IV, Trustee, Board of Trustees

Date Signed

Dave Wilson
District VI, Trustee, Board of Trustees

Date Signed

Dr. Pretta VanDible Stallworth
District IX, Trustee, Board of Trustees

Date Signed

Delegation of Signature Authority to Execute Texas Education Code Section 51.3525(e)
Certification

As Chair of the Board of Trustees and Trustee for District VIII of Houston City College, I, Eva L. Loredo, (“Delegator”) hereby delegate signature authority to Nicole Montgomery, General Counsel (“Delegatee”) to execute as “Form Submitter” the certification report and attachments and selections showing full compliance with Texas Education Code Section 51.3525(e) required to be submitted by August 31, 2026.

The effective date of this delegation is August ____, 2026.

The authority delegated in this document shall not be sub-delegated.

By signing this authorization, I confirm that I meet the requirements to make such a designation.

Delegator:

Eva L. Loredo
Chair
Houston City College
Board of Trustees

ELECTRONIC SIGNATURE ACKNOWLEDGEMENT AND CONSENT FORM

I, Eva L. Loredo, agree and understand that by signing the Electronic Signature Acknowledgment and Consent Form, that all electronic signatures are the legal equivalent of my manual/handwritten signature and I consent to be legally bound to this agreement. I further agree my signature on this document is as valid as if I signed the document in writing. This is to be used in conjunction with the use of the electronic signature for the submission of the SB17 Annual Certification required by 51.3525(e) that I elected to have signed electronically. Under penalty of perjury, I herewith affirm that my electronic signature was signed by myself with full knowledge and consent and am legally bound to these terms and conditions.

Signature

Date

Please check one:

- ☐ President
- ☒ Board Chair

Delegation to Complete and Submit Texas Education Code Section 51.3525(e) Certification

As Chancellor of the Houston City College, I, Margaret Ford Fisher, Ed.D., (“Delegator”) hereby delegate to Nicole Montgomery, General Counsel (“Delegatee”) to type my name as “Form Submitter” for Houston City College for submission of the certification report and attachments and selections showing full compliance with Texas Education Code Section 51.3525(e) required to be submitted by August 31, 2026.

The effective date of this delegation is August ____, 2026.

The authority delegated in this document shall not be sub-delegated.

By signing this authorization, I confirm that I meet the requirements to make such a designation.

Delegator:

Margaret Ford Fisher, Ed.D.
Chancellor
Houston City College

ELECTRONIC SIGNATURE ACKNOWLEDGEMENT AND CONSENT FORM

I, Margaret Ford Fisher, Ed.D., agree and understand that by signing the Electronic Signature Acknowledgment and Consent Form, that all electronic signatures are the legal equivalent of my manual/handwritten signature and I consent to be legally bound to this agreement. I further agree my signature on this document is as valid as if I signed the document in writing. This is to be used in conjunction with the use of the electronic signature for the submission of the SB17 Annual Certification required by 51.3525(e) that I elected to have signed electronically. Under penalty of perjury, I herewith affirm that my electronic signature was signed by myself with full knowledge and consent and am legally bound to these terms and conditions.

Signature

Date

Please check one:

- ☒ ~~President~~ Chancellor
☐ Board Chair

I certify, under penalty of perjury and the loss of funding to Houston City College (listed below), that Houston City College (HCC) has complied with the requirements in Tex. Educ. Code § 51.3525:

- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of influencing hiring or employment practices at the institution with respect to race, sex, color, or ethnicity, other than through the use of color-blind and sex-neutral hiring processes in accordance with any applicable state and federal antidiscrimination laws.
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity.
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of promoting policies or procedures designed or implemented in reference to race, color, or ethnicity, other than policies or procedures approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law; or
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(A), this institution does not, except as required by federal law, have any office, division or unit with the established purpose of conducting trainings, programs, or activities designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, other than trainings, programs, or activities developed by an attorney and approved in writing by this institution's general counsel and the Texas Higher Education Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(B), this institution has not, except as required by federal law, hired or assigned an employee of the institution, or contracted with a third party to perform the duties of a diversity, equity, and inclusion office as defined in Tex. Educ. Code § 51.3525(a).
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(C), this institution does not, except as required by federal law, compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement.

- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(D), this institution does not, except as required by federal law, give preference on the basis of race, sex, color, ethnicity, or national origin to an applicant for employment, an employee, or a participant in any function of the institution.
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(1)(E), this institution does not, except as required by federal law, require any person, as a condition of enrolling at the institution or performing any institution function, to participate in diversity, equity, and inclusion training, which includes a training, program, or activity designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, unless the training meets the exception in Tex. Educ. Code § 51.3525(b)(1)(E)(ii).
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(b)(2), that this institution has adopted policies and procedures for appropriately disciplining, including by termination, an employee or contractor of the institution who engages in conduct in violation of Tex. Educ. Code § 51.3525(b)(1)(A)-(E).
- [X] I certify, in accordance with Tex. Educ. Code § 51.3525(e), that no state appropriations to this institution for FY26 have been spent prior to submission of this certification report for FY25 to the Legislature and the Texas Higher Education Coordinating Board.
- [X] I understand the State Auditor's Office will conduct a compliance audit for this institution and if violations of Tex. Educ. Code § 51.3525 are found, this institution must cure the violation within 180 days or become ineligible to receive formula funding increases, institutional enhancements, or exceptional items during the state fiscal biennium immediately following the state fiscal biennium in which the determination is made.
- [X] I understand the Coordinating Board will forward all complaints regarding an institution's violation of Tex. Educ. Code § 51.3525 to the State Auditor's Office for review.

To ensure full compliance with Tex. Educ. Code § 51.3525, in the past fiscal year Houston City College (HCC) conducted the following actions to comply with the statute:

- HCC’s website provides information regarding Tex. Educ. Code § 51.3525, including “frequently asked questions” (FAQ) which summarize the statutory requirements and an email address for any individual or department to contact HCC’s Texas DEI Compliance Oversight Team (housed in the Office of General Counsel Division) with questions and issues for compliance assistance. See Exhibit A, HCC’s Senate Bill 17 Website.
- HCC reviewed scholarships and grants to ensure eligibility and award criteria did not give preference on the basis of race, sex, color, ethnicity, or national origin.
- HCC maintains written policies that do not, except as required by federal law, require any person, as a condition of enrolling at the institution or performing any institution function, to participate in diversity, equity, and inclusion training, which includes a training, program, or activity designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, unless the training meets the exception in Tex. Educ. Code § 51.3525(b)(1)(E)(ii). See Exhibit B, HCC Board Policies DAA (LOCAL) and FA (LOCAL).
- HCC maintains a policy that prohibits establishing or maintaining a Diversity, Equity and Inclusion office, division, unit, or function, or hire or assign an employee or third-party contractor to conduct diversity, equity, and inclusion practices. See Exhibit B, HCC Board Policy BG (LOCAL).
- HCC maintains policies that prohibit compelling, requiring, inducing, or soliciting any person to provide a diversity, equity and inclusion statement, and that prohibit giving preferential consideration to any person based on the provision of a diversity, equity and inclusion statement. See Exhibit B, HCC Board Policies DAA (LOCAL) and FA (LOCAL).
- HCC maintains policies and procedures for appropriate discipline, including by termination, of an employee or contractor of the institution who engages in conduct in violation of Tex. Educ. Code § 51.3525. See Exhibit B, HCC Board Policies BG (LOCAL), CFE (LOCAL), DAA (LOCAL), and FA (LOCAL).
- Throughout the year, HCC affirmed that the institution’s operations are in compliance with statutes, policies, and regulations through HCC’s established Quarterly Control & Compliance Attestation process which reports to the Audit Committee of the Board of Trustees following the conclusion of each fiscal quarter. In FY2024, HCC updated its process to specifically include compliance with Tex. Educ. Code § 51.3525. See Exhibit C, HCC Board Policies BE2 (REGULATION) and BE2 (EXHIBIT – Attestation Letter, Item 2.1(a)).
 - Following the established process for FY2026, HCC’s senior management submitted attestation letters to the Chancellor confirming compliance for the business area(s) under their supervision and control at the conclusion of each fiscal quarter. Any exceptions, such as potential violations of Tex. Educ. Code § 51.3525, were to be reported using the Exhibit A Registration Form included

with the attestation letter. See Exhibit C, HCC Board Policy BE2 (EXHIBIT A – Registration Form).

- Following the attestation by senior management, the Chancellor submitted attestation letters to the Chair of the Board Audit Committee confirming compliance and included with the Quarterly Control & Compliance Attestation reports presented at the Board Audit Committee meetings quarterly. Any exceptions not previously reported to the Board of Trustees and not mitigated were included in the quarterly report presented to the Board Audit Committee.
 - The Quarterly Control & Compliance Attestation reports were presented to the Board Audit Committee for the 4th Quarter FY2025 on November 5, 2025 (6/1/2025-8/31/2025), 1st Quarter FY2026 on February 4, 2026 (9/1/2025-11/30/2025), 2nd Quarter FY2026 on May 6, 2025 (12/1/2025-2/28/2026), and 3rd Quarter FY2026 on August 5, 2026 (3/1/2026-5/31/2026).
 - The Quarterly Control & Compliance Attestation report for the 4th Quarter FY2026 (6/1/2026-8/31/2026) will be presented to the Board Audit Committee on November 4, 2026.
- For the period of 9/1/2025 to the date of this report, no violations of Tex. Educ. Code § 51.3525 were reported as exceptions through the Quarterly Control & Compliance Attestation process.
- In addition, a special compliance attestation focused solely on Senate Bill 17/Tex. Educ. Code § 51.3525 was completed by senior management on July 21, 2026.
- Key members of senior management attended training on July 24, 2026, to reinforce the requirements of Tex. Educ. Code § 51.3525.

Failure to return a certification form to the Texas Higher Education Coordinating Board by **September 1, 2026**, will be considered an act of non-compliance with the law and can subject the above-referenced institution to all penalties allowed by law.

For Houston City College:

Margaret Ford Fisher, Ed.D.
Chancellor

Date Signed

Eva L. Loreda
District VIII, Chair, Board of Trustees

Date Signed

Sean Cheban
District V, Vice Chair, Board of Trustees

Date Signed

Dr. Cynthia Lenton-Gary
District VII, Secretary, Board of Trustees

Date Signed

Monica Flores Richart
District I, Trustee, Board of Trustees

Date Signed

Renee Jefferson Patterson
District II, Trustee, Board of Trustees

Date Signed

Dr. Adriana Tamez
District III, Trustee, Board of Trustees

Date Signed

Dave Wilson
District VI, Trustee, Board of Trustees

Date Signed

Lalou Davies-Yemitan
District IV, Vice Chair, Board of Trustees

Date Signed

Dr. Pretta VanDible Stallworth
District IX, Trustee, Board of Trustees

Date Signed



Exhibit A

HCC's Senate Bill 17 Website

Senate Bill 17 (SB17)

Houston City College

Senate Bill 17 (SB 17), which amends Texas Education Code Section 51.3525 effective January 1, 2024, prohibits public institutions of higher education from engaging in certain diversity, equity, and inclusion conduct. Beginning with fiscal year 24-25, the new law requires that Houston City College annually certifies compliance to the Legislature and the Texas Higher Education Coordinating Board before state-appropriated funds may be spent. As a result, compliance is critically important. To that end, on November 15, 2023, the Board revised its Strategic Plan and amended Board policies to ensure compliance with SB 17.

To help clarify what the law covers and the College's responsibilities going forward, please review the [Frequently Asked Questions \(FAQs\) Regarding Diversity, Equity, and Inclusion Activities \(Senate Bill 17\)](#) posted below.

While Senate Bill 17 has brought about changes, rest assured that HCC strives to implement a vision that fosters success for all students, faculty and staff from all backgrounds and perspectives in a welcoming environment.

Further Support

An individual or department may submit unanswered questions or novel issues for SB 17 compliance assistance and review to HCC's Texas DEI Compliance Oversight Team at txdei.compliance@hccs.edu.

Frequently Asked Questions Regarding Diversity, Equity, and Inclusion Activities (Senate Bill 17)

Please see the expandable content below for frequently asked questions regarding Senate Bill 17.

1. OVERVIEW OF SENATE BILL 17

Senate Bill 17 is a Texas law that restricts diversity, equity, and inclusion activities in higher education relating to race, sex, color, ethnicity, sexual orientation, and gender identity. The law affects employees, students, contractors, and others who participate in HCC activities and programs. The law can be found at Section 51.3525 of the Texas Education Code. See also HCC Policies BG (Local) and DAA (Local).

Under Section 51.3525, the following activities are prohibited except when required by federal law:

- **A college may not establish or maintain a DEI office or hire an employee or contractor to perform DEI duties.** A DEI "office" includes any office, department, task force, or unit.

A college may not compel, require, induce, or solicit a DEI statement from any person or give preferential treatment to a person who provides a DEI statement. The statute does not define the phrase "DEI statement," but common dictionary definitions of "statement" include both oral and written expressions. A DEI statement is essentially a pledge or commitment to support DEI initiatives based on race, color, ethnicity, gender identity, or sexual orientation. If an individual voluntarily provides a DEI statement to HCC even if one is not requested, HCC cannot treat that individual more favorably or less favorably than individuals who did not provide a similar statement. A "DEI statement" does not include a non-discrimination statement, which typically includes a statement of federal and state law obligations.

- **A college may not give preference on the basis of race, sex, color, ethnicity, or national origin to any employee, applicant, or any person participating in a college "function."** The law does not define "function," but the ordinary and common meaning of the term "function" suggests that it applies to all facets of college operations.
- **A college cannot make DEI training a condition of enrollment or a condition of participating in a college function unless required by federal law or approved in accordance with a process outlined in Senate Bill 17.** A DEI training encompasses a training, program, or activity "designed or implemented" in reference to race, color, ethnicity, gender identity, or sexual orientation. The prohibition applies even if the activity is not labeled an official training program, such as a mandatory staff meeting where DEI instruction is provided. The law permits trainings that are designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation when they are (i) developed by an attorney and (ii) approved in writing by the college's legal counsel and the Texas Higher Education Coordinating Board solely to ensure compliance with a court order or state or federal law.

"DEI" is an umbrella term that generally refers to college activities that promote diversity, equity, and inclusion with respect

to certain demographic identities. Section 51.3525 defines “DEI office” as an office, division, or unit established for the purpose of:

- Influencing hiring or employment practices with respect to race, sex, color, or ethnicity. Hiring processes must be “color-blind and sex-neutral” and comply with state and federal anti-discrimination laws.
- Promoting or providing “differential treatment” or “special benefits” to people on the basis of their race, color, or ethnicity.
- Promoting policies or procedures “designed or implemented” in reference to race, color, or ethnicity other than those approved by the college’s legal counsel and the Coordinating Board to comply with a court order or state or federal law.
- Conducting trainings, programs, or activities “designed or implemented” in reference to race, color, ethnicity, gender identity, or sexual orientation unless the training was developed by an attorney and approved by the college’s legal counsel and the Texas Higher Education Coordinating Board to comply with a court order or state or federal law.

Section 51.3525 prohibits programs and policies that promote or provide “differential treatment” or “special benefits” on the basis of race, color, or ethnicity. Section 51.3525 does not define these terms. Under federal anti-discrimination laws, the concept of “differential treatment” refers to situations in which similarly situated people are treated differently – more favorably or less favorably – because of their identification with a particular classification, such as their race or national origin. A “special benefit” generally refers to a privilege, opportunity, or term of employment that is granted to a particular person or group because of their identification with a particular classification.

When an employee receives a benefit that is generally available to others on an equal basis, providing the benefit to the employee will not violate Section 51.3525. For example, if a college allows employees to reserve a conference room for an after-work gathering, it would not constitute a “special benefit” if the college were to allow a group of Black employees or Asian employees to reserve a conference room. Denying this benefit to a group of employees because they are Black or Asian could constitute unlawful discrimination under federal law.

A partial list of applicable federal laws includes the following:

- *First Amendment to the U.S. Constitution* – Provides for freedom of speech in most contexts. Prohibits discrimination against employees, students, and others based on their viewpoint or their association with other individuals.
- *Fourteenth Amendment to the U.S. Constitution* – Requires equal protection of the law by governmental entities, including public colleges.
- *Title VII of the Civil Rights Act* – Prohibits employment discrimination and harassment on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, pregnancy, and pregnancy-related conditions.
- *Title VI of the Civil Rights Act* – Prohibits discrimination and harassment against students and others on the basis of their race, color, or national origin.
- *Title IX of the Education Amendments of 1972* – Prohibits discrimination and harassment against students and others on the basis of sex, pregnancy, childbirth, and related conditions. The U.S. Department of Education has determined that Title IX also prohibits discrimination on the basis of sexual orientation and gender identity, but this issue is the subject of litigation in the courts (July 2024).

Yes. The prohibitions of Section 51.3525 pertain to work-related activities and use of work-related resources. The law does not restrict faculty members and other employees who choose to participate in DEI activities on their own time, such as attending a political event or publishing an article on a DEI subject.

Public employees have a First Amendment right to freedom of expression that protects an individual’s speech as a private citizen on matters of public concern. As a general matter, an institution may not discipline employees for their private off-duty speech unless the speech substantially disrupts college operations or impairs the efficiency of college operations.

The language of the statute does not prohibit use of these terms. It is a question of context. For example, it would not violate Senate Bill 17 to prepare a brochure that describes the City of Houston as a “diverse” community. In addition, certain activities are excluded from Senate Bill 17, including academic course instruction; therefore, it would not violate the law for a faculty member to reference these terms during academic course instruction. (See [Section 2.1](#) below.) Under Senate Bill 17, these terms are most likely to be objectionable when used to describe or promote programs and activities relating to race, sex, color, ethnicity, sexual orientation, and/or gender identity.

2. WHAT ACTIVITIES ARE EXCLUDED FROM SENATE BILL 17?

The law excludes “academic course instruction.” Institutions and faculty retain the freedom to decide what to teach and how to teach the required curriculum in the classroom, clinical programs, seminars, and other instructional settings. Classroom discussions, assignments, and readings may address race, sex, national origin, gender identity, and sexual orientation without violating Section 51.3525.

Although Section 51.3525 does not apply to academic course instruction, under HCC policy, information presented during academic course instruction must relate to the subject being taught, and faculty must maintain respect for students as

learners. Under HCC Policy DGC (Local), an HCC faculty member shall “strive to be accurate in his or her statements and to be willing to listen to and show respect for others who express different opinions.” HCC faculty may not, during academic course instruction, discriminate against or harass students based on their race, color, national origin, sex, disability, religion, sexual orientation, gender identity, pregnancy, pregnancy-related conditions, or veteran/military status. See HCC Policy FA (Local), Policy FAA (Legal), FFDA (Local), FFDB (Local).

Under HCC policy and Texas law, curriculum is a shared responsibility between faculty and the college administration. See HCC Policy EE (Local); HCC Policy EFA (Legal); EFAA (Legal); Texas Educ. Code § 51.96851(b)–(c); 19 Texas Admin. Code § 4.103, 4.104(b)–(c). HCC is committed to maintaining an educational community founded on the free and open exchange of ideas. HCC’s education philosophy is to “encourage students to develop their skills, both personal and academic; to take responsibility for their education; to become flexible in order to meet the constantly shifting demands of a rapidly developing world; to appreciate their culture and those of other societies; and to cultivate excellence.” See HCC Policy DF (Local), *Curriculum Design*.

Under the “academic course instruction” exception, faculty may:

- invite a guest speaker to a class to discuss a DEI-related topic when related to the subject matter of the course
- award extra credit points to students if they attend a DEI-related activity if the activity is related to the subject matter of the course and is the type for which extra credit typically would be available
- include a DEI statement in their course syllabus, but any such statement must be consistent with HCC policies and procedures that prohibit unlawful discrimination against students. Faculty may not include statements that suggest to students that they are not welcome or that they must agree with the faculty member to be successful in the course. When a faculty member includes a diversity statement on a syllabus, the faculty member should consider referencing HCC’s anti-discrimination policy as well. HCC department chairs, program directors, and supervisors may not direct or encourage faculty members to include a DEI statement on their syllabi.

Section 51.3525 states that it does not restrict scholarly research or creative works. The law does not define these terms. However, consistent with the common usage of these terms, the exception for scholarly research reasonably encompasses the following:

- Research conducted by faculty and by students under generally accepted scientific standards.
- Grant applications to support scholarly research.
- Faculty publications summarizing the faculty member’s research.
- Public presentation of scholarly research.

The exception for creative works includes academic work product (such as a book), a musical composition or theater production, a painting, and publications or proposals reflecting ideas, analysis, or interpretation.

The law excludes activities of registered or recognized student organizations. The law does not define “activity,” but the ordinary and common meaning of the term “activity” indicates all activities and functions organized by a student group, such as meetings, fundraising, and special programs. Section 51.3525 does not prohibit identity-based affinity organizations for students, such as a group focused on Hispanic students or an LGBTQ club. Student organizations may engage in activities with DEI content.

- **May the College provide funding to an identity-based student organization?** Yes, so long as the student organization is being treated as any other registered student organization. HCC must provide resources, benefits, and support to registered student organizations in a non-discriminatory manner. Providing support on a neutral basis does not constitute a special benefit. Failing to provide benefits and support to similarly situated student organizations could constitute unlawful discrimination and violate federal law. It also may violate Section 51.9315 of the Texas Education Code, which prohibits an institution from taking action against, or denying a generally available benefit to, a student organization based on the organization’s academic, political, religious, ideological, or philosophical views or the group’s expressive activities.
- **May HCC academic departments co-sponsor identity-based programs with student organizations when the program promotes or provides differential treatment or special benefits based on race, color, or ethnicity?** Departments may not sponsor a program or activity “designed or implemented” in reference to race, color, ethnicity, gender identity, or sexual orientation. Individual employees on their own time in their personal capacity may speak at an event sponsored by a student organization.
- **May an HCC employee serve as an advisor to a registered student organization?** Yes, so long as the student organization is treated as any other student organization. When an institution’s policies require that all registered student organizations have an advisor, then the institution must apply its policies consistently to all registered student organizations. Providing support on a neutral basis does not constitute a special benefit.

The DEI restrictions in Section 51.3525 do not apply to guest speakers or performers on a short-term engagement. Guest speakers and performers on short-term engagement may speak on campus subject to HCC’s regular policies and procedures for visitors. Guest speakers would include persons who speak at a commencement ceremony or who speak to a class at the invitation of a faculty member. A guest speaker in a class also would be covered by the academic instruction exception. HCC employees are not “guest speakers” under the law. Contractors who are brought in to provide DEI training are not “guest

speakers” under the law.

Section 51.3525 does not apply to data collection, such as collecting demographic data showing retention and drop-out rates among certain populations. Data collection also may be covered by other exceptions, including exceptions for scholarly research and student recruitment. In addition, Section 51.3525(j) specifically requires institutions and the Texas Higher Education Coordinating Board to conduct a study of the impact of Senate Bill 17. The study must examine data showing rates of student applications, acceptance, matriculation, retention, graduation, and grade point average, disaggregated by race, sex, and ethnicity.

Are there restrictions on how HCC may use data that it has collected? The publication or use of data in most contexts will not violate Section 51.3525. The lawfulness of the proposed use will depend on the facts and circumstances, such as the purpose for presenting the data. An employee who plans on using data should evaluate whether the use is consistent with Section 51.3525. Some uses will fall under an exception to Section 51.3525, such as academic course instruction or the student recruitment exception. For example, it would be permissible to use demographic data in a student recruitment brochure. Data also may be used to comply with state and federal reporting obligations. Data may be used to provide factual information about HCC. For example, a college webpage may factually describe enrollment trends. However, it would be impermissible to use demographic data for the purpose of influencing a hiring committee to make employment decisions based on race, sex, color, or ethnicity.

Section 51.3525 does not apply to student recruitment and admissions such as outreach activities. This exception also reasonably encompasses training of employees who work in recruiting and admissions to ensure compliance with legal requirements. The content of such training programs must be reviewed by the relevant HCC leaders to ensure compliance with Section 51.3525 and to avoid inadvertently violating the prohibition on mandatory DEI training.

In addition, although Section 51.3525 does not restrict student recruitment and admissions, certain federal laws do apply to these activities and may restrict certain recruiting activities that are open only to students of a particular race, national origin, or other protected classes. When designing, implementing, or funding recruiting activities that may be aimed at a population based on race or other covered identity, employees should seek guidance from the Office of the General Counsel to ensure compliance with any applicable federal requirements.

Section 51.3525 does not prohibit policies and programs to enhance student achievement and post-graduate outcomes that are designed and implemented without regard to race, sex, color, or ethnicity. Nothing in Section 51.3525 prohibits a retention program aimed at low-income students who are the first in their family to attend college. Nor would it prohibit training employees on how to recognize or assist students who are low-income or are at risk of dropping out. Programs and activities that assist students in securing internships and career opportunities are permissible. Programs and activities must be implemented on a non-discriminatory basis.

3. DOES SENATE BILL 17 AFFECT GRANTS AND ACCREDITATION?

Section 51.3525 states that, in the context of applying for grants or responding to accrediting organizations, it does not limit or prohibit institutions or their employees from making statements that highlight the institution’s work in supporting first-generation students, low-income students, or underserved student populations. Section 51.3525 also does not prohibit an institution from certifying compliance with state and federal anti-discrimination laws. Section 51.3525 would not prohibit HCC from responding to a grant application by providing factual information such as statistical demographic data describing underserved student populations.

When preparing an application for a grant, personnel must evaluate the purpose and requirements of each grant and determine whether HCC is able to fulfill the requirements of the grant consistent with HCC’s obligations under Section 51.3525. For example, if a grant proposal directly relates to a statutory exception, such as student recruitment, then the DEI restrictions would not apply (see [Section 2.2](#)).

Section 51.3525 generally does not impair or change pre-existing grants and contracts. A Texas statute is presumed to be prospective in its operation unless expressly made retrospective. *See* Texas Gov’t Code, § 311.022; Texas Const., § 16, Art. I.) The effective date of Senate Bill 17 is January 1, 2024, and the law contains no retroactivity language; therefore, it presumptively does not impair or affect pre-existing contracts, including grants in progress.

However, college leaders should carefully evaluate the facts and circumstances surrounding each specific grant, including whether the terms of the grant actually require activities that would violate Section 51.3525 and whether the grant activities fall under an exception, such as the exception for student recruitment. If a question arises regarding a specific grant, program leaders should contact the Office of the General Counsel for guidance on whether continued participation in a grant is permissible and whether other alternatives would be possible, such as asking the grantor about modification of the grant terms.

If the grant is a federal grant, then the Education Department General Administrative Regulations (EDGAR) also must be considered. *See* <https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>. Federal regulations state that grants must be administered “in full accordance with the U.S. Constitution, Federal Law, and public policy requirements: Including, but not

limited to, those protecting free speech, religious liberty, public welfare, the environment, and prohibiting discrimination.” 2 C.F.R. § 200.300, Appendix II; 34 C.F.R. § 75.500(a) & (b). Program leaders should consult with the Office of the General Counsel regarding whether particular requirements are required by federal law.

Section 51.3525 allows HCC to highlight its work in support of underserved students. However, the law does not define “underserved.” In related contexts, the term “underserved” has been used to describe historical data and trends across communities and populations and how these populations access resources. “Underserved” generally refers to challenges and barriers that impact access to resources, college readiness, and retention. Barriers can be financial, educational, geographic, or related to inadequate housing, transportation, or lack of language proficiency. Evaluating whether a population in the community has been underserved may involve analysis of enrollment trends, retention, credentials awarded, and similar data.

HCC will need to evaluate each accreditation standard or inquiry and determine whether an exception to Section 51.3525 applies (such as student recruitment) and, if not, whether it is possible to satisfy the organization’s requirements by providing information that explains HCC’s commitment to equal educational opportunity and that highlights HCC’s work in supporting first-generation students, low-income students, or underserved student populations. In other instances, it may be appropriate to confer with the accrediting organization about the requirements and the restrictions imposed by Section 51.3525.

4. EMPLOYMENT AND HUMAN RESOURCES QUESTIONS UNDER SENATE BILL 17

Yes. Under federal law, HCC must make employment decisions without regard to race, sex, color, national origin, sexual orientation, gender identity, disability, religion, and other protected classifications. Senate Bill 17 states that hiring processes must be “color-blind and sex-neutral” and comply with state and federal anti-discrimination laws. However, neither federal law nor Section 51.3525 prohibits a college from seeking to recruit a diverse pool of candidates by widely disseminating job vacancy notices and engaging in outreach efforts. HCC may send job vacancy notices to a wide variety of publications, Internet job sites, job fairs, and other institutions.

A job posting may reference language ability or experience working with certain populations if the experience is job-related.

An interview committee may ask job-related questions, including questions about the candidate’s experience working with low-income students, first-generation students, and students from underserved populations. Questions should be phrased broadly, such as asking about the candidate’s experience working with students from different backgrounds. However, if the questions are not related to the position for which the candidate is applying, these types of questions should not be asked.

Section 51.3525 requires that hiring processes and employment practices be “color-blind and sex-neutral” and comply with state and federal anti-discrimination laws. Numerous state and federal law address discrimination, including Title VII and Chapter 21 of the Texas Labor Code. To ensure that interview committees and other decision-makers comply with these laws, it is necessary to provide training on the requirements of state and federal anti-discrimination laws. Such training must be presented in a manner that is consistent with Section 51.3525.

Section 51.3525 specifically prohibits giving preference to any applicant based on race, sex, color or national origin.

If a candidate provides an unsolicited DEI statement, the committee or decision-maker may not give preferential treatment to the candidate because of the candidate’s support of DEI. Nor may the committee or decision-maker treat the DEI statement as a negative factor.

Yes. The law states that HCC may not hire someone for the *purpose* of performing DEI activities (*e.g.*, promoting or providing differential treatment or special benefits to people on the basis of their race, color, or ethnicity). This prohibition is not violated by assigning an employee a task within the scope of their regular duties. For example, if an employee is responsible for managing audio-visual equipment, the employee must perform this task for any activity at HCC, including one with permissible DEI content, such as a presentation by a guest speaker.

Section 51.3525 requires that each college adopt policies and procedures that provide for discipline and termination of employees and contractors who violate the law. In the event of a suspected violation, HCC will consider the facts and circumstances in deciding whether discipline or dismissal are appropriate. Facts and circumstances would include whether the violation was inadvertent or intentional and whether there were repeated violations. HCC’s general practice is to identify performance deficiencies and give employees the opportunity to “improve performance and/or behavior.” *See* Policy DLC (Regulation). However, progressive discipline is not mandatory prior to termination, especially in instances of egregious or serious violations. *See* DM1 and DM2 (Regulation).

HCC will continue to handle employee and student complaints in accordance with HCC policies and procedures. These policies and procedures implement federal law, including Title VII, Title IX, and Title VI. HCC is obligated to evaluate reported violations and to take reasonable corrective action if a violation is found. Complying with federal law is an exception to Section 51.3525. The statute does not prohibit internal investigations undertaken to comply with federal law. HCC’s Office

of Equal Opportunity and Title IX will continue to investigate violations of discrimination and harassment law. See <https://www.hccs.edu/oeotix/>.

5. TRAINING, CONFERENCES AND CULTURAL ACTIVITIES UNDER SENATE BILL 17

The U.S. Congress and Texas Legislature have a long history of recognizing, commemorating and celebrating American history. A consensus of institutions has concluded that Section 51.3525 does not prohibit an institution of higher education from participating in official state and federal holidays or recognizing historical events that are culturally significant to the community. And since the effective date of Senate Bill 17, no court or the Texas Attorney General has opined that such activities are prohibited. Such activities, including those sponsored by an academic department, should be designed and implemented with this historical and educational purpose in mind. For example, a panel of faculty presenting historical information would be permissible. No program or activity may promote or provide differential treatment or special benefits based on race, color or ethnicity. No program may exclude persons based on race, color, ethnicity or any other covered identity. Activities must be open to all individuals who wish to attend and attendance may not be compelled.

In addition, Section 51.3525 does not affect the ability of student organizations to sponsor events relating to Black History Month and similar holidays or celebrations, including events that promote DEI. Student organizations are exempt from the DEI restrictions in Section 51.3525.

An academic department may co-sponsor a heritage/cultural activity with a student organization if the activity is designed and implemented as an educational and historical activity. If the activity promotes DEI or provides differential treatment or special benefits based on race, color or ethnicity, then an academic department may not co-sponsor the activity with the student organization.

Finally, educational events may feature a guest speaker. Guest speakers are exempt from the DEI-prohibition in Section 51.3525.

The prohibition on DEI trainings in Section 51.3525 does not restrict basic equal employment opportunity training and Title IX compliance training that is designed and implemented to educate employees on prohibited acts and reporting procedures relating to discrimination. *See, e.g.*, Texas Labor Code § 21.010 (mandatory training on employment discrimination policies); 40 Texas Admin. Code § 819.24 (subjects of mandatory training, including identification of protected classes under federal law); Texas Educ. Code § 51.282 (requiring a comprehensive prevention and outreach program on sexual harassment, sexual assault, dating violence, and stalking); 34 C.F.R. § 106.45 (2020) (describing Title IX grievance process).

Such training presents factual information to acquaint employees with institutional policies and legal requirements. Such training is informational, rather than ideological, and is not designed or implemented to promote differential treatment or special benefits based on a particular identity or classification.

No. The College may not engage or invite a contractor for the purpose of providing mandatory DEI training whether the training occurs on or off-campus.

Yes. If HCC's Office of Equal Opportunity & Title IX determines that an employee's conduct has violated a federal anti-discrimination law, HCC must take reasonable corrective action, which in many instances will include completion of a training program to assist the individual in understanding and complying with HCC's policies and legal requirements.

Civil Rights Act of 1964 prohibits employment discrimination on the basis of sex, which the Supreme Court has held encompasses sexual orientation and gender identity. Similarly, the U.S. Department of Education has opined that the prohibition on sex discrimination in Title IX includes sexual orientation and gender identity. If HCC's Office of Equal Opportunity & Title IX determines that an individual's conduct has violated these laws, HCC must take reasonable corrective action, which could include assignment of training to assist the individual in understanding and complying with HCC's policies and legal requirements.

Academic course instruction is an exception to Section 51.3525. HCC may acquire library and professional development resources and on-line subscriptions to support the various academic disciplines and the professional development needs of faculty in discharging their academic course instruction responsibilities. These library and professional development materials address a wide range of subjects, which reflects the breadth of HCC's curriculum and HCC's commitment to innovation in teaching methods. Voluntary use of such materials by faculty is permissible even if some of the materials address DEI topics.

Faculty who elect to receive DEI training may not be treated more favorably or less favorably than faculty who do not elect to receive such training.

It depends. The prohibitions in Section 51.3525 are not violated by a policy or procedure that allows employees to receive reimbursement in accordance with neutral and non-discriminatory criteria for attendance at professional development and academic conferences. Approval should be based on neutral criteria that do not consider DEI as a factor, and the evaluation

should consider the primary purpose of the activity. In addition, attendance at such conferences must be voluntary. Faculty who elect to attend such conferences may not be treated more favorably or less favorably than faculty who do not elect to attend such conferences.

Whether a program violates Section 51.3525 will depend on the facts and circumstances relating to the program. The substance of the program – and not the title of the program – is paramount. HCC must evaluate whether the proposed program provides preferential treatment or a special benefit based on race or other protected category and whether the program is exclusionary. HCC also will need to evaluate whether a particular program qualifies under a statutory exception, such as the guest speaker exception or student recruitment exception. Finally, HCC must consider whether the program complies with the non-discrimination requirements of federal law.

When an institution has policies and procedures that permit rental of college facilities by community or external organizations, the institution does not violate Section 51.3525 by renting a facility in accordance with those policies and procedures. If the institution denies a rental application based on the organization's DEI viewpoint or the identity of its members, such exclusion could violate the First Amendment. If such an event is held, the institution should exercise caution and avoid action that could give the appearance of college sponsorship. In addition, employees may choose to attend the activity but must do so on their own initiative and on their own time.

The propriety of an HCC-funded institutional membership will depend on the facts and circumstances, including (i) the nature/mission of the external organization, (ii) whether the organization excludes individuals based on a protected classification, (iii) the reasons for the College's participation and the public purpose to be served, (iv) whether HCC would be permitted to select its individual participants without regard to their race, ethnicity, etc. and (v) whether participants would be required to submit DEI statements. Information about external organizations typically can be found in the organization's mission, bylaws, and programs.

6. MISCELLANEOUS QUESTIONS UNDER SENATE BILL 17

Yes, so long as the faculty member does not deny requests from students who are applying to non-DEI-related organizations.

Administering a scholarship that excludes applicants or recipients based on their race, sex, color, ethnicity, or national origin likely will violate Section 51.3525 and also federal law. *See generally* 34 C.F.R. § 100.3(b)(1) and 100.3(b)(2). Scholarships with these types of restrictions should be reviewed by legal counsel to ensure compliance with all applicable laws.

HCC faculty may not promote internship opportunities that are restricted to students of a particular race, ethnicity, or national origin. Thus, for example, HCC faculty should not distribute a brochure on an exclusionary internship program. However, the law does not prohibit faculty from posting such information in their private capacity on their time using their own technology.

Yes, in many circumstances. If a college allows a student organization to have access to college communication sites to promote organizational activities, access must be provided in a neutral and non-discriminatory basis. For example, if a college maintains a calendar of upcoming student organization activities, it may post DEI activities in addition to non-DEI activities on the calendar.

Denying student access to these channels based on viewpoint, race, or other protected class could violate federal law and Section 51.9315(a) of the Texas Education Code. As discussed above, all registered student organizations are entitled to equal benefits. (*See* [Section 2.3](#).) "Benefits" includes channels of communications controlled by the college. Similarly, if an academic department maintains a bulletin board where employees are allowed to post notices of upcoming community events, the college cannot discriminate on the basis of viewpoint, race, or other protected class. The college may impose neutral and reasonable time, place, and manner restrictions on the use of these resources.

The existence of historical or archival material on a college website does not necessarily run afoul of Senate Bill 17. State laws require public institutions to retain certain information in accordance with state records retention schedules. Under these schedules, some information must be permanently preserved, either due to the nature of the material or the fact that the material is historically significant. In some instances, the older material remains useful or is occasionally consulted. Many materials, such as a handbook or press release, contain a date, and it will be evident to a reasonable reader that the material does not reflect a current or active HCC program. Depending on the circumstances, the program may evaluate whether it would be appropriate to mark the material as archived or historical.



Exhibit B

HCC Board Policies

BG (LOCAL)

CFE (LOCAL)

DAA (LOCAL)

FA (LOCAL)

Note: For related information on diversity, equity, and inclusion initiatives, see CFE for contractor discipline, DAA for employees, DH for employee discipline, and FA for students.

**Diversity, Equity,
and Inclusion Office**

Except as required by federal law, the College District shall not:

1. Establish or maintain a diversity, equity, and inclusion office; or
2. Hire or assign an employee or contract with a third party to perform the duties of a diversity, equity, and inclusion office.

"Diversity, equity, and inclusion office" means an office, division, or other unit of the College District established for the purpose of:

1. Influencing hiring or employment practices at the College District with respect to race, sex, color, or ethnicity, other than through the use of color-blind and sex-neutral hiring processes in accordance with any applicable state and federal antidiscrimination laws;
2. Promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity;
3. Promoting policies or procedures designed or implemented in reference to race, color, or ethnicity, other than policies or procedures approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law; or
4. Conducting trainings, programs, or activities designed or implemented in reference to race, color, ethnicity, gender identity, or sexual orientation, other than trainings, programs, or activities developed by an attorney and approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

Exceptions

Nothing in this section may be construed to limit or prohibit the College District or a College District employee from, for purposes of applying for a grant or complying with the terms of accreditation by an accrediting agency, submitting to the grantor or accrediting agency a statement that:

1. Highlights the College District's work in supporting first-generation college students, low-income students, or underserved student populations; or

ADMINISTRATIVE ORGANIZATION

BG
(LOCAL)

2. Certifies compliance with state and federal antidiscrimination laws.

The prohibitions do not apply to:

1. Academic course instruction;
2. Scholarly research or a creative work by College District employees or students;
3. An activity of a student organization registered with or recognized by the College District;
4. Guest speakers or performers on short-term engagements;
5. A policy, practice, procedure, program, or activity to enhance student academic achievement or postgraduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity;
6. Data collection; or
7. Student recruitment or admissions.

PURCHASING AND ACQUISITION
VENDOR RELATIONS

CFE
(LOCAL)

**Vendor Limitations -
SB 17**

While performing services under a contract with HCC, no contractor shall, except as required by law, engage in conduct on behalf of the College that:

1. Is intended to promote diversity, equity, and inclusion in connection with any function of HCC;
2. Includes hiring or assigning an employee or third-party contractor to perform services intended to promote diversity, equity, and inclusion in connection with any function of HCC;
3. Compels, requires, induces, or solicits any person to provide a diversity, equity, and inclusion statement as a condition to performing services for HCC;
4. Gives preferential treatment to a person performing services for HCC based on the person's provision of a diversity, equity, and inclusion statement;
5. Gives preference on the basis of race, sex, color, ethnicity, or national origin to an applicant or an employee that will perform services for HCC; or
6. Requires participation in a diversity, equity, and inclusion training as a condition of performing services for HCC.

**Diversity, Equity,
and Inclusion
Initiatives**

The Chancellor or designee shall develop procedures addressing the discipline, up to and including termination, of a College District contractor who violates Education Code 51.3525(b)(1). [See BG, DAA, and FA]

EMPLOYMENT OBJECTIVES
EQUAL EMPLOYMENT OPPORTUNITY

DAA
(LOCAL)

**Equal Employment
Opportunity**

The Board is committed to ensuring that the College District's employment standards, procedures, and practices are applied in a manner that provides equal opportunities without regard to race, color, religion, sex, gender identity and gender expression, national origin, age, disability, sexual orientation, or veteran status.

The Board values its employees and their contributions, promotes opportunities for their professional growth and development, and provides a positive working and learning environment that encourages involvement, innovation and creativity.

Note: For complaints of discrimination, harassment, and retaliation targeting employees on the basis of a protected characteristic, see DIAA and DIAB.

**Diversity, Equity,
and Inclusion
Initiatives**

Except as required by federal law, the College District shall not:

1. Compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement;
2. Give preference on the basis of race, sex, color, ethnicity, or national origin to a participant in any College District function; or
3. Require as a condition of enrolling at the College District or performing any College District function any person to participate in diversity, equity, and inclusion training that references race, color, ethnicity, gender identity, or sexual orientation, unless it was developed by an attorney and approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

Exceptions

Nothing in this section may be construed to limit or prohibit the College District or a College District employee from, for purposes of applying for a grant or complying with the terms of accreditation by an accrediting agency, submitting to the grantor or accrediting agency a statement that:

1. Highlights the College District's work in supporting first-generation college students, low-income students, or underserved student populations; or
2. Certifies compliance with state and federal antidiscrimination laws.

EMPLOYMENT OBJECTIVES
EQUAL EMPLOYMENT OPPORTUNITY

DAA
(LOCAL)

The prohibitions do not apply to:

1. Submitting a statement as part of a grant application or to comply with the terms of accreditation that highlights the College District's work in supporting first-generation college students, low-income students, or underserved student populations, or that certifies compliance with state and federal antidiscrimination laws;
2. Academic course instruction;
3. Scholarly research or a creative work by College District employees or students;
4. An activity of a student organization registered with or recognized by the College District;
5. Guest speakers or performers on short-term engagements;
6. A policy, practice, procedure, program, or activity to enhance student academic achievement or postgraduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity;
7. Data collection; or
8. Student recruitment or admissions.

Note: For related information on diversity, equity, and inclusion initiatives, see BG for diversity, equity, and inclusion offices, CFE for contractor discipline, DH for employee discipline, and FA for students.

EQUAL EDUCATIONAL OPPORTUNITY

FA
(LOCAL)

The College District is committed to providing an educational climate that is conducive to the personal and professional development of each individual. The College District does not discriminate and prohibits discrimination on the basis of race, color, religion, gender identity and gender expression, national origin, age, disability, sex, sexual orientation, or veteran status in employment or the rights, privileges, programs, and activities generally accorded or made available to students at the school, administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. A lack of English language skills shall not be a barrier to admission and participation in College District programs. To ensure compliance with Title IX and other federal and state civil rights laws, the College District has developed policies and procedures that prohibit discrimination in all of its forms.

The College District is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity.

All inquiries regarding compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, or other civil rights laws should be directed to the following individual:

Name: Sandra B. Jacobson, J.D., M.Ed., SHRM-SCP
Position: Interim Director of EEO and Compliance/
Title IX Coordinator/ADA/Section 504 Coordinator
Office: The Office of Equal Opportunity and Title IX
Address: 3100 Main Street, Suite 700, Houston, TX 77002
Telephone: (713) 718-8271
Email: hcc.oeotix@hccs.edu

Note: For complaints of discrimination, harassment, and retaliation on the basis of a protected characteristic, see FFDA and FFDB.

EQUAL EDUCATIONAL OPPORTUNITY

FA
(LOCAL)

**Diversity, Equity,
and Inclusion
Initiatives**

Except as required by federal law, the College District shall not:

1. Compel, require, induce, or solicit any person to provide a diversity, equity, and inclusion statement or give preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement;
2. Give preference on the basis of race, sex, color, ethnicity, or national origin to a participant in any College District function; or
3. Require as a condition of enrolling at the College District or performing any College District function any person to participate in diversity, equity, and inclusion training that references race, color, ethnicity, gender identity, or sexual orientation, unless it was developed by an attorney and approved in writing by the College District's general counsel and the Coordinating Board for the sole purpose of ensuring compliance with any applicable court order or state or federal law.

Exceptions

The prohibitions do not apply to:

1. Academic course instruction;
2. Scholarly research or a creative work by College District employees or students;
3. An activity of a student organization registered with or recognized by the College District;
4. Guest speakers or performers on short-term engagements;
5. A policy, practice, procedure, program, or activity to enhance student academic achievement or postgraduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity;
6. Data collection; or
7. Student recruitment or admissions.

Note: For related information on diversity, equity, and inclusion initiatives, see BG for diversity, equity, and inclusion offices, CFE for contractor discipline, DAA for employees, and DH for employee discipline.



Exhibit C

BE2 (REGULATION)

BE2 Exhibit – Attestation Letter

**BE2 Exhibit A – Registration
Form**

BOARD POLICY
POLICY AND BYLAW DEVELOPMENT

BE2
(REGULATION)

PURPOSE	In order to provide a high level of assurance to the Board of Trustees and the public that the institution's operations are in compliance with statutes, policies, and regulations, Chancellor's Executive Council members and designees are required to follow the procedure outlined within this regulation, and to sign and submit to the Chancellor subsidiary attestations to this effect each quarter such that the Chancellor may attest same to the Audit Committee of the Board of Trustees.
DEFINITIONS DIRECTLY RESPONSIBLE INDIVIDUALS	Chancellor's Executive Council members and their designees, as approved by the Chancellor, shall complete a subsidiary attestation. Designations are derived from employees' level of responsibility at the College such that their subsidiary attestation is appropriate and required as Directly Responsible Individuals (DRIs).
SUBSIDIARY ATTESTATIONS	Subsidiary attestations are attestations signed by DRIs in support of the Chancellor's system-wide attestation.
PROCEDURES	All DRIs shall deliver their respective subsidiary attestations to the Chancellor and the General Counsel quarterly as requested by the Office of the Chancellor. Such request shall be issued no later than the 5th business day following the end of each fiscal quarter. Attestation DRIs shall meet with their subject matter experts in their area of responsibility and review items in the Attestation Letter. See template at BE2 (EXHIBIT). Based on their professional knowledge, DRIs shall complete their due diligence including a review of reporting and legal requirements consistent with the resources provided within the College District's SharePoint online application. The SharePoint site is found within the HCC intranet at https://houcomcol.sharepoint.com/sites/compliance-calendar and includes a list of mandatory reports, report due dates, associated statutes and regulations, and training resources. Exceptions will be reported through the use of an exhibit included in the attestation letter. See template at BE2 (EXHIBIT A). Subsidiary attestations shall be returned to the Chancellor's Office and the General Counsel, including reported exceptions, no later than the 10th business day following the end of the fiscal quarter. The Chancellor on the advice from the General Counsel and Chief Financial Officer will review the reported attestation exceptions for evaluation and mitigation of the exceptions. DRIs shall receive written response to their reported exceptions prior to the quarterly exceptions report to the Board Audit Committee.

BOARD POLICY
POLICY AND BYLAW DEVELOPMENT

BE2
(REGULATION)

Exceptions not previously reported to the Board and not mitigated shall be presented in the quarterly report to the Board Audit Committee.

OFFICE OF
RESPONSIBILITY

Compliance Office

EFFECTIVE DATE

This regulation shall be effective as of the adoption date, August 31, 2020.

[DATE]

Dr. Margaret Ford Fisher
HCC Chancellor
Houston City College
3100 Main Street
Houston, TX 77002

RE: Quarterly Control & Compliance Attestation, Quarter XQ/20XX which began [DATE] and ended [DATE]

Dear Dr. Ford Fisher:

I am providing this letter in connection with the College's preparation for the Quarterly Audit Committee Meeting. I understand that you rely on key administrators for your management responsibilities.

I confirm that within the areas of my operating responsibility and to the best of my knowledge and belief, the following representations:

Initial if No Exception(s) to Report	Item #	Attestation Statement
_____	1	I have reviewed the Compliance Reports Calendar link and the associated report items—inclusive of the event-based reports—for the prior fiscal quarter under my area of responsibility, and I have confirmed that all required reports were filed in accordance with statutory and regulatory requirements and deadlines except as reported (if any) in Exhibit A.
	1.1	I or my area of responsibility have examined and reviewed all required reports as detailed in the Compliance Reports Calendar.
	1.2	I or my area of responsibility have confirmed the Title, Report Due Date, and Report Frequency.
	1.3	I or my area of responsibility have referred to the applicable Statutes, Board Policies and Regulations, as needed.
	1.4	I or my area of responsibility have confirmed the Agency, Agency Office, and Contact.
	1.5	I or my area of responsibility have confirmed the Report Description, and where applicable, Reporting Code.
	1.6	I or my area of responsibility have confirmed the Responsible Area, Responsible Role/Individual, and Contributors.
	1.7	I have affirmed that my designation as Attestation DRI is appropriate.
	1.8	I or my area of responsibility have confirmed the Report Methodology.

Initial if No Exception(s) to Report	Item #	Attestation Statement
	1.9	I or my area of responsibility have confirmed the availability of the Report Uses field for my required reports.
	1.10	I or my area of responsibility have confirmed the Templates and Instructions.
	1.11	I or my area of responsibility have confirmed the 3rd Party Audit Response Deadline and 3rd Party Audit Response, where applicable.
_____	2	I have no knowledge of any violations or possible violations of laws, policies, regulations, occurrences of misstatement, fraud or suspected fraud adversely affecting the College during the prior fiscal quarter, which effects would require disclosure due to their level of impact, except as have been communicated to the Chancellor and the Compliance department and are listed in Exhibit A subject to the exclusions listed in 2.5 below.
	2.1	I have exercised due diligence to determine that there are no violations of laws, policies, or regulations for my area of responsibility.
	2.1(a)	I have working knowledge of the statutes, policies, and regulations applicable to my area of responsibility and the institution, including but not limited to, Tex. Educ. Code § 51.3525 (known as Senate Bill 17 and any related regulations), prohibiting certain types of diversity, equity, and inclusion initiatives.
	2.1(b)	I have working knowledge of SACSCOC and any other accreditation, certification, or licensure requirements applicable to my area of responsibility for compliance with all polices, laws, and regulations.
	2.2	I have received no notice or report from any person in my area of responsibility identifying any regulatory violations, occurrences of misstatement, fraud or suspected fraud occurring in my area of responsibility.
	2.3	I have not been advised or do not have any knowledge of any EthicsPoint hotline anonymous reports alleging regulatory violations, occurrences of misstatement, fraud or suspected fraud occurring in my area of responsibility.
	2.4	I have no personal knowledge of any regulatory violations, occurrences of misstatement, fraud or suspected fraud.
	2.5	I have confirmed all items reported to the Board governed by LOCAL policies DGBA, DIAB, DIAA, FFDB, FFDA are exclusions from the items I report in Exhibit A.
_____	3	I do not have knowledge of any potential claims that have not been reported to the Chief Financial Officer or General Counsel and in Exhibit A.

Initial if No Exception(s) to Report	Item #	Attestation Statement
	3.1	I have no personal knowledge and have exercised due diligence to determine that there are no potential claims that have not been reported.
	3.1(a)	For example, a demand letter
	3.1(b)	For example, an assessed fee or penalty
	3.1(c)	For example, a notice of non-compliance, suspension, warning or probation, or termination
	3.1(d)	For example, a grant reimbursement or reversal to grant expenditure
	3.2	I have received no notice or report from any person in my area of responsibility identifying any adverse material claim.
	3.3	I have not been advised of any EthicsPoint hotline anonymous calls or online reports alleging material adverse claims under the purview of my area of responsibility.
_____	4	Together with the Vice Chancellor of Administration and Operations and the Executive Director of Internal Auditing, I have identified and evaluated risks to the College in my area of responsibility, implemented and maintained adequate internal controls over financial reporting and operations for my area of responsibility for the preceding fiscal quarter, and I find no reportable events except as reported in the attached Exhibit A.
	4.1	I have a working knowledge of the Risk Categories.
	4.2	I have a working knowledge of the Risk Factors.
	4.3	I have a working knowledge of the Inherent Risks.
	4.4	I have implemented the identified Key Control Activities.
	4.5	I am aware of and monitor the Residual Risks.
_____	5	All financially material transactions within my area of responsibility not communicated to the Chief Financial Officer for recording and disclosure in the financial statements and/or Board reports are listed in Exhibit A.¹
	5.1	I have exercised due diligence to determine that there are no financially material transactions within my area of responsibility.
	5.2	I have received no notice or report from any person in my area of responsibility identifying any unreported financially material transactions within my area of responsibility.
	5.3	I have no personal knowledge of any unreported financially material transactions within my area of

¹ The Chief Financial Officer has communicated the materiality threshold is \$1,000,000.00.

Initial if No Exception(s) to Report	Item #	Attestation Statement
		responsibility.
_____	6	Within my area of responsibility, my division has complied with all aspects of contractual agreements that would have an adverse material effect on operations in the event of noncompliance and any event of noncompliance is listed in Exhibit A.
	6.1	I have reviewed contracts for extensions, renewals and rearrangements.
	6.2	I have reviewed contracts for terminations.
	6.3	I have reviewed contracts for affirmative and negative covenants.
	6.4	I have reviewed contracts for warranties and representations.
	6.5	I have reviewed contracts for notices to parties to the contract delivered and/or received.
_____	7 After Events	Other than those previously disclosed, no material events have occurred subsequent to the end of the fiscal quarter, that should be disclosed due to their impact on the financial statements, effectiveness of existing systems of control, or regulatory compliance and any additional events to disclose are listed in Exhibit A.

Please note that details of any material issues or disclosures, if not previously communicated, are attached as **Exhibit A** to this document.

Sincerely,

[NAME]
[TITLE]



EXHIBIT A – REGISTRATION FORM

Instructions: Use this form to report an attestation exception.

Select the applicable Attestation DRI

- ☐ Associate Vice Chancellor – Finance & Accounting
- ☐ Chief Facilities Officer
- ☐ Chief Information Officer
- ☐ Executive Director – Foundation
- ☐ President – Central College
- ☐ President – Coleman College
- ☐ President – Northeast College
- ☐ President – Northwest College
- ☐ President – Online College
- ☐ President – Southeast College
- ☐ President – Southwest College
- ☐ Senior Vice Chancellor – Instructional Services & Student Services & Chief Administrative Officer
- ☐ Vice Chancellor – Administration & Operations
- ☐ Vice Chancellor – External & Governmental Relations, Student Transfer & Alumni Relations
- ☐ Vice Chancellor – Strategic Communications & Marketing
- ☐ Vice Chancellor – Strategy, Planning & Institutional Effectiveness
- ☐ Vice Chancellor – Student Services
- ☐ Vice Chancellor – Talent Engagement & Chief Human Resources Officer

Select the applicable Attestation Letter Item Number(s)

- ☐ Item 1: Required Reports
- ☐ Item 2: Violations of Laws, Policies, or Regulations
- ☐ Item 3: Claims
- ☐ Item 4: Risks & Internal Controls
- ☐ Item 5: Financially Material Transactions
- ☐ Item 6: Contractual Agreements
- ☐ Item 7: Bringdown (events after end of current reporting period)



EXHIBIT A – REGISTRATION FORM

Reporter Information

Name _____

Title _____

Department _____

Email _____

Phone _____

Background Information

Name(s) of who is involved _____

Department(s) involved _____

Date(s) or time frame of when this occurred _____

Please provide a description of the attestation exception being reported:

Reporter Signature

Date Signed

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

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

RECOMMENDATION

Approval of the renewal of the Full-Time Faculty Contracts for Academic Year 2026-27

COMPELLING REASON AND BACKGROUND

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

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

FISCAL IMPACT

Funds for full-time faculty contract renewals are included in the in the approved Fiscal Year 2026-27 Unrestricted Budget.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
Faculty Agreement Renewal List 26-8-7	8/7/2026	Cover Memo

This item is applicable to the following:

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

Last Name	First Name	2026-27 Faculty Agreement Renewal Contract Type
Abraham	Reni A	Faculty 10.5 Months
Afaneh	Mohammad Khalil	Faculty 9 Months
Ariyaratna	Rajamanthri	Faculty 9 Months
Barry	Jackie Marie	Faculty 10.5 Months
Blankenship	Sidney Marquette	Faculty 10.5 Months
Clemens	Paul Leslie	Faculty 10.5 Months
Curtsinger II	Kenneth Ray	Faculty 10.5 Months
Flores Jr.	Alberto Angel	Faculty 10.5 Months
Gardiner	Simone Alicia	Faculty 12 Months
Gosselin	Richard J	Faculty 10.5 Months
Green	Tiffany	Faculty 12 Months
Green Sr.	Anthony V.	Faculty 10.5 Months
Hardy Jr.	Hildreth Reuben	Faculty 10.5 Months
He	Min	Faculty 12 Months
Iyer	Sumithra Sivasamy	Faculty 10.5 Months
King	Malcolm Cameron	Faculty 10.5 Months
Kline-Cherry	Statha Levon	Faculty 10.5 Months
Lewin	Edna Mae	Faculty 12 Months
Lo	Liene	Faculty 12 Months
McFaden	William Clay	Faculty 10.5 Months
McGaughy	Joseph Kent	Faculty 10.5 Months
Messahli	Leila	Faculty 10.5 Months
Moore	Christiane Susanne	Faculty 10.5 Months
Murphy	Randall Wade	Faculty 10.5 Months
Ngang	Fidelis N.	Faculty 9 Months
Pena	Claudia Patricia	Faculty 10.5 Months
Penaloza	Orlando	Faculty 10.5 Months
Reno	Jeffery C	Faculty 10.5 Months
Rhea	Donna	Faculty 9 Months
Rodriguez	Carlos Emilio	Faculty 10.5 Months
Salehibakhsh	Fatemeh	Faculty 9 Months
Sapolucia	Togba C	Faculty 10.5 Months
Sarkisov II	Sergey S.	Faculty 10.5 Months
Shepherd	Angela Renee	Faculty 12 Months
Shivers	Paralee Annette	Faculty 10.5 Months
Simon	Delane Blake	Faculty 10.5 Months
Smith	Anima M.	Faculty 12 Months
Smith	Courtney Jo	Faculty 10.5 Months
Trevino II	Robert M	Faculty 10.5 Months
Usen	Emmanuel Ekwere	Faculty 10.5 Months
Wigle	Jennifer	Faculty 12 Months
Williams	Hillard Gerard	Faculty 10.5 Months
Wilson-Everett	Mercedes Lynn	Faculty 10.5 Months

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

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

RECOMMENDATION

Approval of the renewal of the Full-Time Faculty Contracts for Academic Year 2026-27.

COMPELLING REASON AND BACKGROUND

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

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

FISCAL IMPACT

Funds for these faculty positions are provided for in the FY 2027 Unrestricted Budget.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
August 2026 Faculty Personnel Agenda	7/28/2026	Cover Memo

This item is applicable to the following:

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

APPENDIX

(Board Action Required)

Personnel Agenda - Faculty

**Board Meeting
August 19, 2026**

INFORMATION ITEMS - BOARD ACTION REQUIRED
FACULTY (REGULAR)

Name	Previous Organization or HCCS Job Title	Proposed New Job Title	Contract Type/Grade	Employment Action Reason	Annual Salary	Effective Date
Abdul-Aziz, Omar	F/T (Temporary) Computer Networking & Telecommunication Instructor	F/T Computer Networking & Telecommunication Instructor	10.5 Month Grade: 11	Full/Time Temp to Full/Time Regular	74,436	8/16/2026
Abu, Ogheneovo	F/T (Temporary) Computer Network Programming Instructor	F/T Computer Programming Instructor	10.5 Month Grade: 8	Full/Time Temp to Full/Time Regular	62,350	8/16/2026
Agwu, Chidinma	F/T (Temporary) Computer Networking & Telecommunication Instructor	F/T Computer Networking & Telecommunication Instructor	10.5 Month Grade: 11	Full/Time Temp to Full/Time Regular	64,800	8/16/2026
Alvarado, Jonathan	P/T Embedded Dual Credit Instructor	F/T Auto Mechanic Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	63,639	8/3/2026
Asghari, Vahid	F/T (Temporary) English Language Skills (CE) Instructor	F/T English Language Skills (CE) Instructor	10.5 Month Grade: 10	Full/Time Temp to Full/Time Regular	68,790	8/16/2026
Ayyagari, Sitaram	F/T (Grant Funded) AAS Artificial Intelligence Instructor	F/T BAT Artificial Intelligence Instructor	10.5 Month Grade: 11	Full/Time Grant Funded to Full/Time Regular	74,436	8/16/2026
Blaschke, Christopher	F/T Field Mechanic, Drymalla Construction Company	F/T Auto Mechanic Instructor	10.5 Month Grade: 8	New Hire	70,216	8/3/2026
Brooks de Vita, Novella	P/T English Instructor	F/T English Instructor	10.5 Month Grade: 11	Part/Time to Full/Time	74,436	8/3/2026
Brown, Raymond	F/T (Temporary) Logistics Instructor	F/T Logistics Instructor	10.5 Month Grade: 10	Full/Time Temp to Full/Time Regular	73,003	8/16/2026
Burton, Shiarnice	F/T (Temporary) Psychology Instructor	F/T Psychology Instructor	10.5 Month Grade: 12	Full/Time Temp to Full/Time Regular	71,520	8/16/2026
Cox, Joshua	P/T Audio Recording Technology Instructor	F/T Audio Recording Technology Instructor	10.5 Month Grade: 8	Part/Time to Full/Time	70,216	8/3/2026
Delavari, Mandana	P/T Mathematics Instructor	F/T Mathematics Developmental Instructor	10.5 Month Grade: 9	Part/Time to Full/Time	66,142	8/3/2026
Dunn, Shauna	P/T Physical Education Instructor	F/T Kinesiology & Exercise Science Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	67,532	8/3/2026

Dydek, Matthew	P/T HVAC & R Instructor	F/T HVAC & R Instructor	10.5 Month Grade: 7	Part/Time to Full/Time	62,370	8/3/2026
Ferrer, Titiana	F/T (Temporary) Foreign Language (Spanish) Instructor	F/T Foreign Language (Spanish) Instructor	10.5 Month Grade: 12	Full/Time Temp to Full/Time Regular	72,593	8/16/2026
Fisher, Georgina	P/T English Instructor	F/T English Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	56,509	8/3/2026
Garcia, Jaime	F/T (Temporary) Commercial Truck Driving Instructor	F/T Commercial Truck Driving Instructor	10.5 Month Grade: 2	Full/Time Temp to Full/Time Regular	56,451	8/16/2026
Garcia, Jennifer	P/T Chemistry Instructor	F/T Chemistry Instructor	10.5 Month Grade: 12	Part/Time to Full/Time	64,778	8/3/2026
Holdman, Nicole	F/T (Temporary) Intensive English Instructor	F/T Intensive English Instructor	10.5 Month Grade: 12	Full/Time Temp to Full/Time Regular	75,898	8/16/2026
Ingraham, Ashley	P/T Embedded Dual Credit Instructor	F/T Hospitality Management Instructor	10.5 Month Grade: 12	Part/Time to Full/Time	70,119	8/3/2026
Johnson, Kristi	F/T (Temporary) Speech Instructor	F/T Speech Instructor	10.5 Month Grade: 6	Full/Time Temp to Full/Time Regular	67,532	8/16/2026
Kahan, Clayton	F/T (Temporary) History Instructor	F/T History Instructor	10.5 Month Grade: 9	Full/Time Temp to Full/Time Regular	71,596	8/16/2026
King, Blake	F/T Emergency Medical Services Instructor	F/T Emergency Medical Services (Clinical) Instructor	12 Month Grade: 4	Transfer	71,976	9/1/2026
Knodel, Travis	P/T Mathematics Instructor	F/T Mathematics College Level Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	67,532	8/10/2026
Lippolis-Ruvalcaba	P/T Chemistry Instructor	F/T Chemistry Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	67,532	8/3/2026
Lozano, Bryan	P/T Embedded Dual Credit Instructor	F/T Film Production Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	67,532	8/3/2026
Lucas, Patrick	P/T Physical Therapy Instructor	F/T Physical Therapy Instructor	9 Month Grade: 5	Part/Time to Full/Time	56,455	8/3/2026
Miller, Clarence	F/T (Temporary) Biology Instructor	F/T Biology Instructor	10.5 Month Grade: 12	Full/Time Temp to Full/Time Regular	75,898	8/16/2026

Morgem, Mounira	P/T Biology Instructor	F/T Biology Instructor	10.5 Month Grade: 12	Part/Time to Full/Time	64,778	8/3/2026
Nabours, Ali	F/T History Professor, SOWELA Community College	F/T History Instructor	10.5 Month Grade: 12	New Hire	72,951	8/3/2026
Neville, Guilbert	P/T Commercial Truck Driving Instructor	F/T Commercial Truck Driving Instructor	10.5 Month	Part/Time to Full/Time	61,104	8/3/2026
Palmer, Shelby	F/T Associate Professor of Psychology, St. Augustine University	F/T Psychology Instructor	10.5 Month Grade: 12	New Hire	75,898	8/3/2026
Pickett, Tara	P/T Integrated Reading/Writing Instructor	F/T Integrated Reading/Writing Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	67,532	8/3/2026
Quiroga, Mauricio	F/T (Temporary) Computer Network Programming Instructor	F/T Computer Programming Instructor	10.5 Month Grade: 10	Full/Time Temp to Full/Time Regular	73,003	8/16/2026
Rangel, Cristina	F/T Patient Care Technician Program Instructor, Dallas College	F/T Healthcare Management (BAS) Instructor	12 Month Grade: 12	New Hire	86,744	8/3/2026
Sanchez, Xanthe	P/T Physical Education Instruction	F/T Kinesiology & Exercise Science Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	60,867	8/3/2026
Schwab, Sarah	P/T Fashion Design Instructor	F/T Fashion Design Instructor	10.5 Month Grade: 10	Part/Time to Full/Time	71,571	8/3/2026
Seviour, Elena	P/T Biology Instructor	F/T Biology Instructor	10.5 Month Grade: 12	Part/Time to Full/Time	70,119	8/3/2026
Sharamand, Nivine	F/T (Temporary) English Language Skills (CE) Instructor	F/T English Language Skills (CE) Instructor	10.5 Month Grade: 12	Full/Time Temp to Full/Time Regular	75,898	8/16/2026
Smalley, Annie	P/T Philosophy Instructor	F/T Philosophy Instructor	10.5 Month Grade: 9	Part/Time to Full/Time	67,466	8/3/2026
Stapleton, Timothy	F/T (Temporary) Intensive English Instructor	F/T Intensive English Instructor	10.5 Month Grade: 6	Full/Time Temp to Full/Time Regular	63,639	8/16/2026
Stewart, Cory	P/T Substitute Instructor	F/T Intensive English Instructor	10.5 Month Grade: 6	Part/Time to Full/Time	67,532	8/3/2026
Tatah, Sorin	F/T (Temporary) Engineering Instructor	F/T Engineering Instructor	10.5 Month	Full/Time Temp	56,509	8/16/2026

			Grade: 6	to Full/Time Regular		
Taylor-Dasent, Crystal	F/T ELA Teacher, Fort bend Independent School District	F/T Teacher Education Instructor	10.5 Month Grade: 10	New Hire	74,098	8/3/2026
Thanikachalam, Revathi	F/T (Temporary) Chemistry Instructor	F/T Chemistry Instructor	10.5 Month Grade: 7	Full/Time Temp to Full/Time Regular	68,860	8/16/2026
Vazquez, Christian	F/T (Temporary) English Instructor	F/T English Instructor	10.5 Month Grade: 6	Full/Time Temp to Full/Time Regular	63,639	8/16/2026
Vides, Fanny	P/T Student Success Instructor	F/T Student Success Instructor	10.5 Month Grade: 12	Part/Time to Full/Time	66,188	8/3/2026
Vuong, Au	P/T Physics Instructor	F/T Physics Instructor	10.5 Month Grade: 12	Part/Time to Full/Time	71,520	8/3/2026
Watkins, Brandi	P/T Cosmetology Instructor	F/T Cosmetology Instructor	10.5 Month Grade: 10	Part/Time to Full/Time	70,166	8/3/2026
Williams, Kristen	F/T History Instructor, San Jacinto College	F/T History Instructor	10.5 Month Grade: 12	New Hire	75,898	8/3/2026
Yusuf, Amirah	P/T Biology Instructor	F/T Biology Instructor	10.5 Month Grade: 12	Part/Time to Full/Time	66,075	8/3/2026
Zaidi, Sheeba	F/T (Temporary) Biology Instructor	F/T Biology Instructor	10.5 Month Grade: 12	Full/Time Temp to Full/Time Regular	75,898	8/3/2026

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
K.	Approve Resolution in Memoriam of Dr. Nora Jo Sherman	Dr. Margaret Ford Fisher

RECOMMENDATION

Approve resolution in memoriam of Dr. Nora Jo Sherman.

COMPELLING REASON AND BACKGROUND

Houston City College (HCC) mourns the passing and celebrates the life of Dr. Nora Jo Sherman, whose dedication to the students and faculty of Houston City College (HCC) helped shape the College from its beginning.

Dr. Sherman began her involvement during the early stages of the creation of Houston City College (formerly Houston Community College) participating in the work that contributed to the establishment of the College. Dr. Sherman joined HCC as a full-time Business faculty member and later served as Department Chair and Program Discipline Chair and played an important role in faculty governance by participating in the creation of the HCC Faculty Association, which later became the Faculty Senate.

Dr. Sherman served on HCC’s Faculty Curriculum Committee for Distance Education, contributing her expertise to the development and advancement of this mode of instruction. She remained engaged with the college community through her Texas Community College Teachers Association membership and continued to be associated with HCC Southeast campus and the HCC family.

Dr. Sherman passed on July 26, 2026, leaving a legacy of service, leadership, innovation and devotion to HCC. Her celebration of life was held on Monday, August 3, 2026.

STRATEGIC ALIGNMENT

4. Community Investment

ATTACHMENTS:

Description	Upload Date	Type
Resolution - Dr. Nora Jo Sherman	8/12/2026	Attachment

This item is applicable to the following: District

RESOLUTION OF THE BOARD OF TRUSTEES OF HOUSTON CITY COLLEGE
In Memoriam of Dr. Nora Jo Sherman

WHEREAS, the Board of Trustees of Houston City College recognizes and honors the life, service, and contributions of Nora Jo Sherman, Ed.D., whose dedication to the students and faculty of Houston City College (HCC) helped shape the College from its beginning; and

WHEREAS, Dr. Sherman began her involvement during the early stages of the creation of Houston City College (formerly Houston Community College) participating in the work that contributed to the establishment of the College; and

WHEREAS, HCC was established as a component of the Houston Independent School District, creating a new opportunity for accessible, affordable and high-quality higher education for the Houston community; and

WHEREAS, Dr. Sherman joined HCC as a full-time Business faculty member and later served as Department Chair and Program Discipline Chair and played an important role in faculty governance by participating in the creation of the HCC Faculty Association, which later became the Faculty Senate; and

WHEREAS, Dr. Sherman contributed to one of the College's earliest consequential milestones when HCC earned accreditation from the Southern Association of Colleges and Schools (SACS); and

WHEREAS, HCC explored innovative approaches to expanding access to higher education, the College began distance education courses via television and later through additional technologies; and

WHEREAS, Dr. Sherman served on HCC's Faculty Curriculum Committee for Distance Education, contributing her expertise to the development and advancement of this mode of instruction; and

WHEREAS, Dr. Sherman remained engaged with the college community through her Texas Community College Teachers Association membership and continued to be associated with HCC Southeast campus and the HCC family; and

WHEREAS, Dr. Sherman passed away on July 26, 2026, leaving a legacy of service, leadership, innovation and devotion to HCC; and

NOW, BE IT RESOLVED, that the HCC Board of Trustees hereby honors and commemorates the life and extraordinary service of Dr. Nora Jo Sherman, while recognizing with gratitude her enduring legacy and the significant contributions she made in the advancement of Houston City College. Her commitment to education, faculty governance, innovation, and student opportunity helped lay a foundation upon which the College continues to build.

May her life of service and her lasting impact on HCC be remembered and celebrated for generations to come.

ADOPTED this ____ day of _____, 2026, by the Board of Trustees of Houston City College.

Trustee Eva L. Loreda, Board Chair

Dr. Cynthia Lenton-Gary, Secretary

ACTION ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
L.	Travel Authorization for Trustee Laolu Davies-Yemitan to Attend Texas Lyceum Conference	Trustee Laolu Davies-Yemitan

RECOMMENDATION

Approve travel authorization for Trustee Laolu Davies-Yemitan to attend the Texas Lyceum Conference, September 24-26, 2026, in Sherman, Texas.

COMPELLING REASON AND BACKGROUND

Board members may attend regional, state, or national conventions, conferences, and workshops. In accordance to policy BBH (Local), a Board member who attends a conference or event not included on the approved list and requests reimbursement shall seek prior Board approval at a regularly scheduled meeting.

FISCAL IMPACT

The estimated cost is approximately \$1,400.

STRATEGIC ALIGNMENT

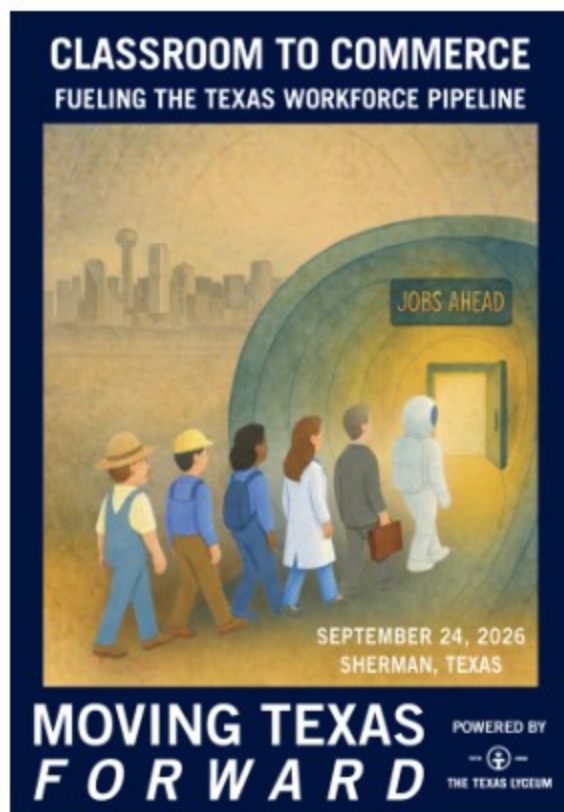
1. Student Success

ATTACHMENTS:

Description	Upload Date	Type
Texas Lyceum Classroom Commerce Overview	8/12/2026	Attachment

This item is applicable to the following: District

Thursday, September 24, 2026
to Saturday, September 26, 2026
Category: Quarterly Meetings



Join the Texas Lyceum for their Q3 Meeting:
"Classroom to Commerce: Fueling the Texas Workforce Pipeline"
September 24-26, 2026, hosted in Sherman, Texas

EVENT
DETAILS

LOOK WHO'S
COMING

SCHEDULE

REGISTER
NOW

SPEAKERS

Join us for "Classroom to Commerce: Fueling the Texas Workforce Pipeline," an essential conference dedicated to preparing the Texas workforce as it looks to become the 7th largest economy in the world. This event will explore strategies aligned with the State of Texas's strategic plan to support key industries, focusing on collaboration among leaders. Together, we will challenge the status quo by evaluating innovative delivery methods for connecting workers with employers. A critical element of our discussions will highlight the importance of equipping workers with the skills needed for success. Together, we can build a robust workforce pipeline that meets the demands of Texas's dynamic economy. Let's collaborate to redefine workforce development and build a thriving economy for Texas!

REPORT ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
M.	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 - August 2026	8/11/2026	Attachment

This item is applicable to the following: District

HCC FOUNDATION QUARTERLY REPORT

INVEST IN
HOUSTON'S
FUTURE

Karen L. Schmidt
President, HCC Foundation

FY2026 Report through
March 31, 2026





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 03/31/2026)

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 Advancement
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
Community Volunteer

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
Houston City College

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

Renee Jefferson Patterson, Trustee District II
(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



Save the Date

Bedichek-Orman Auction

A Fundraiser for Faculty Professional Development



Friday, October 30th, 2026



6 PM



28111 Hayes Rd,
Houston, TX 77082



Dinner
Included



SAVE the DATE

FOR THE ANNUAL HCC FOUNDATION

Scholarship Luncheon

WHERE GENEROSITY MEETS GRATITUDE

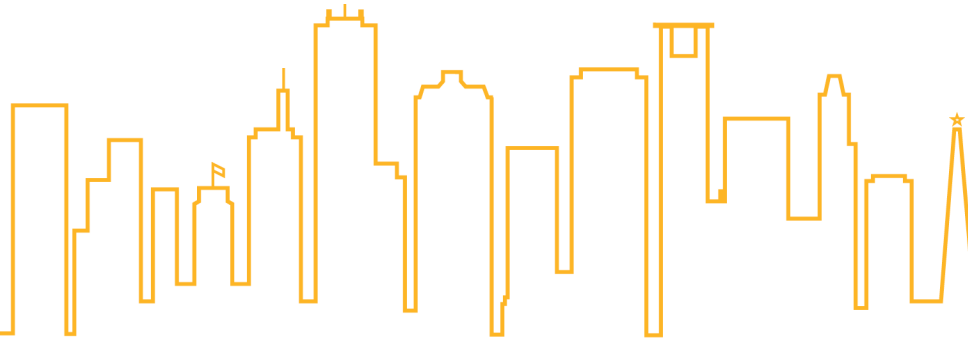
Friday, February 26, 2027

UNDERWRITING OPPORTUNITIES: hccsfoundation.org/2027ScholarshipLuncheon



FOUNDATION

BE SOMEONE



Total Net Revenues: \$5,675,568

Total Contributions: \$3,700,545

Funds Provided to HCC: \$4,025,594

HCC Investment in HCCF: \$986,333

Total Net Assets: \$25,180,590

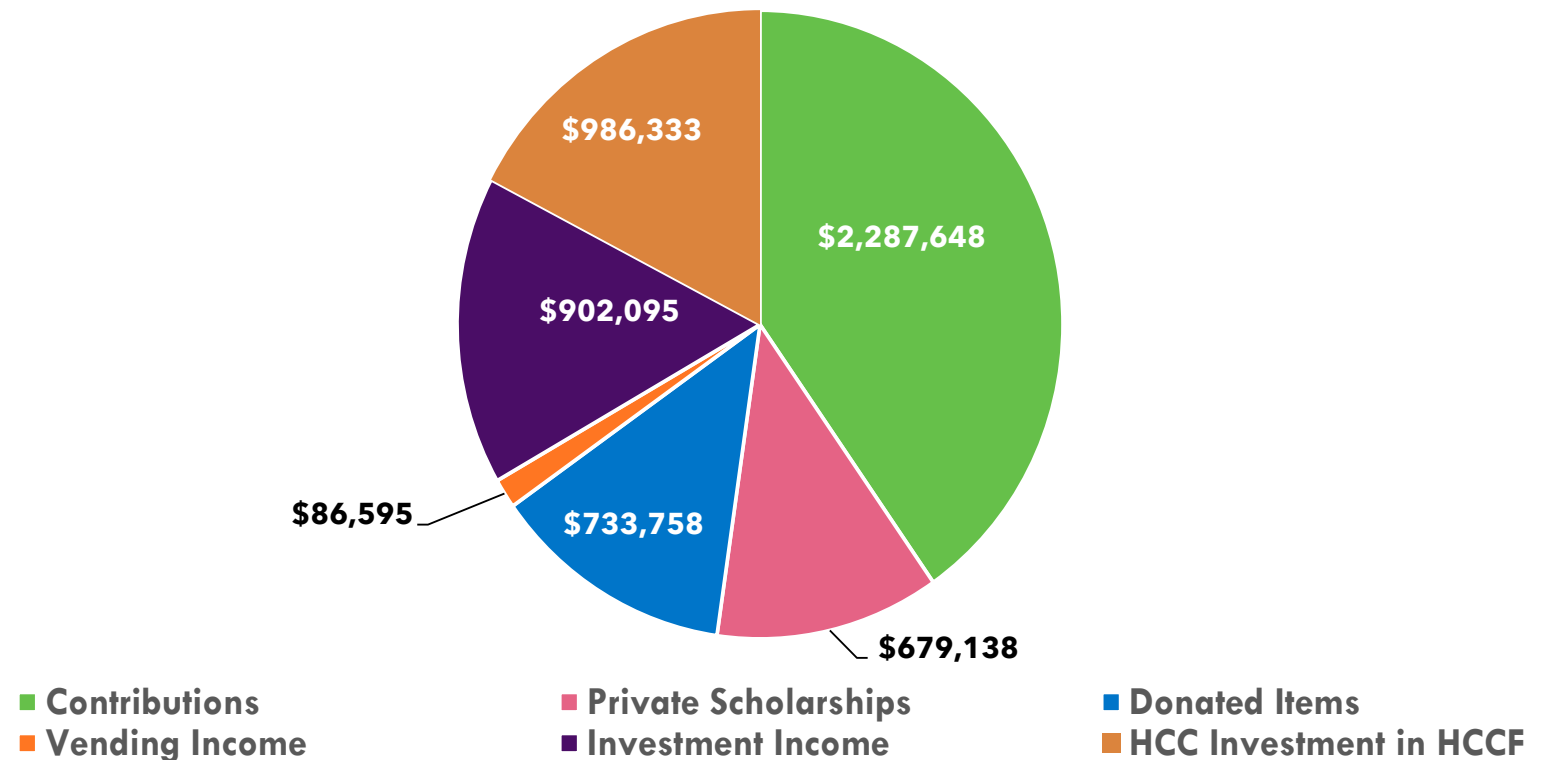
ROI: \$4.08 to \$1.00 or 308%

HCC
FOUNDATION

FY2026
Funds Raised
YTD 03/31/2026 Unaudited

HCCF Raised
\$3,700,545
for HCC Student
Success.

HCC Foundation Total Revenue
\$5,664,127
FY 2026 YTD THRU 03/31/2026

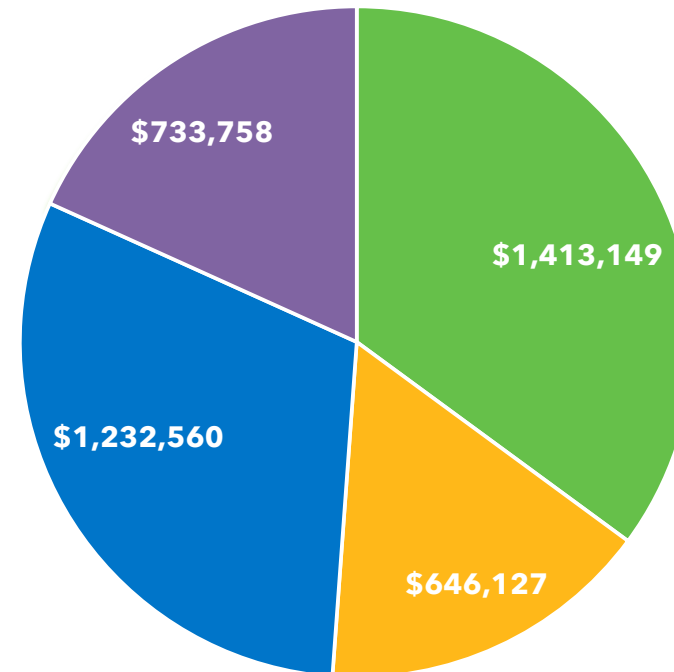


HCC
FOUNDATION

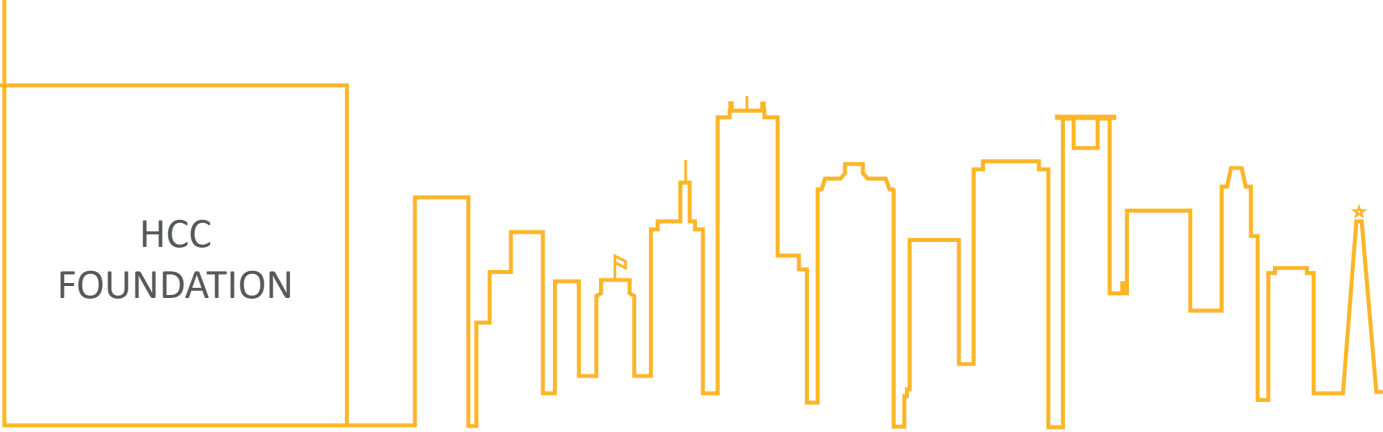
FY2026
Funds Provided to HCC
YTD 03/31/2026 Unaudited

HCCF Provided
\$4,025,594
to HCC for HCC
Student Success.

HCCF Provided to HCC
\$4,025,594
FY 2026 YTD Thru 03/31/2026



■ Scholarships ■ Private Scholarships ■ Grants ■ Donated Items

The logo for the HCC Foundation is a square with the text "HCC FOUNDATION" inside. To its right is a stylized orange line-art skyline of a city with various building shapes and a small flag on one of the buildings.

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.

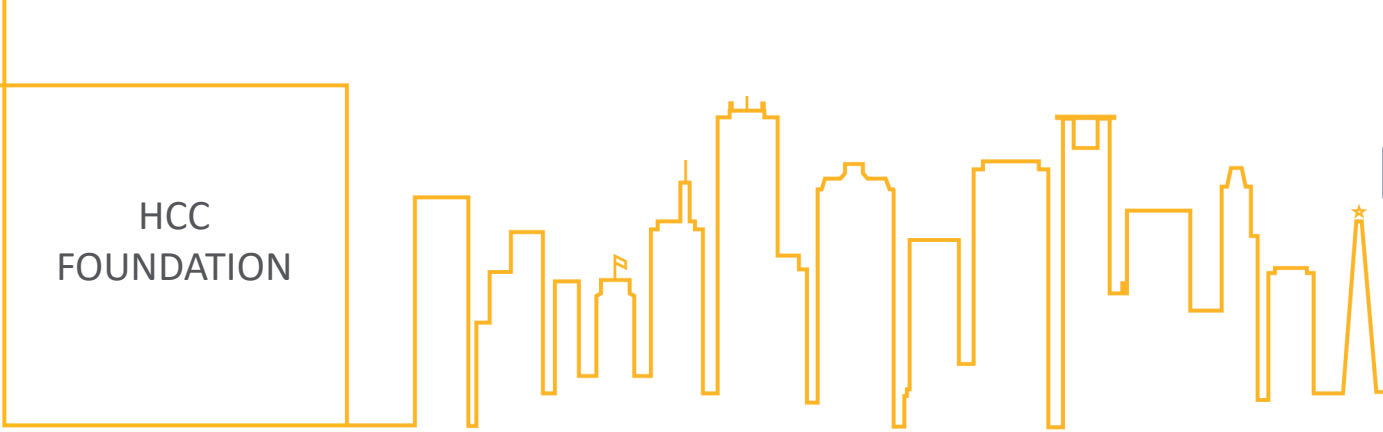
Houston Endowment Inc.

The Marvy Finger Family Foundation

The PepsiCo Foundation

Trehan Charitable Foundation

As of March 31, 2026



HCC
FOUNDATION

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

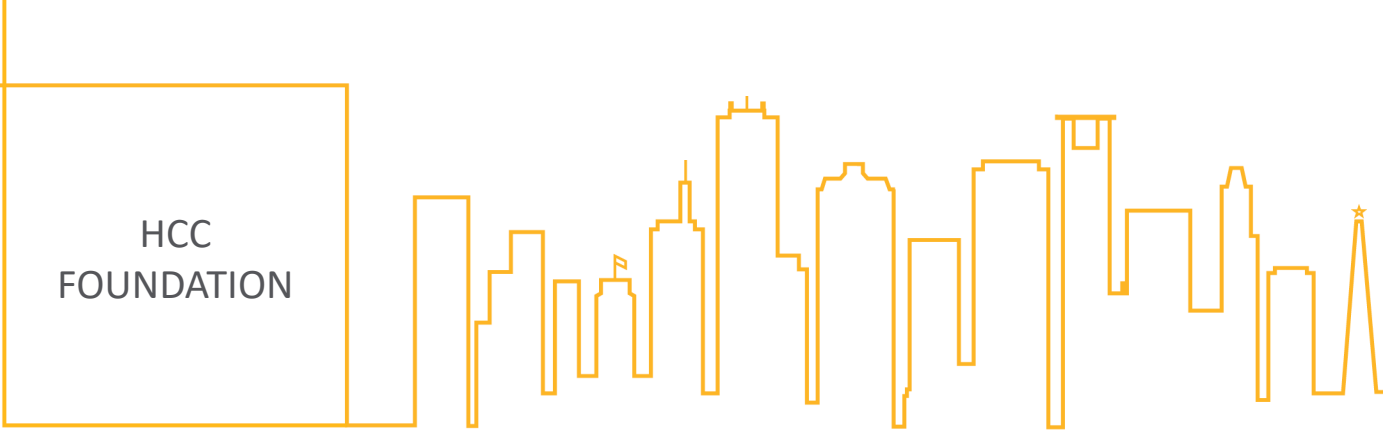
Capital One, N.A.

Houston Livestock Show & Rodeo

Moody Foundation

National Association for Community College Entrepreneurship

Valero Energy Corporation



HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

DEAN'S LIST EAGLE

\$25,000 - \$49,999

Cemvita Factory, Inc.

David D. Itz

Driven Brands Charitable Foundation

Estate of Frances Marzio

Kam Esmail

Lift High Foundation

McGraw-Hill Education, L.L.C.

Morgan Stanley

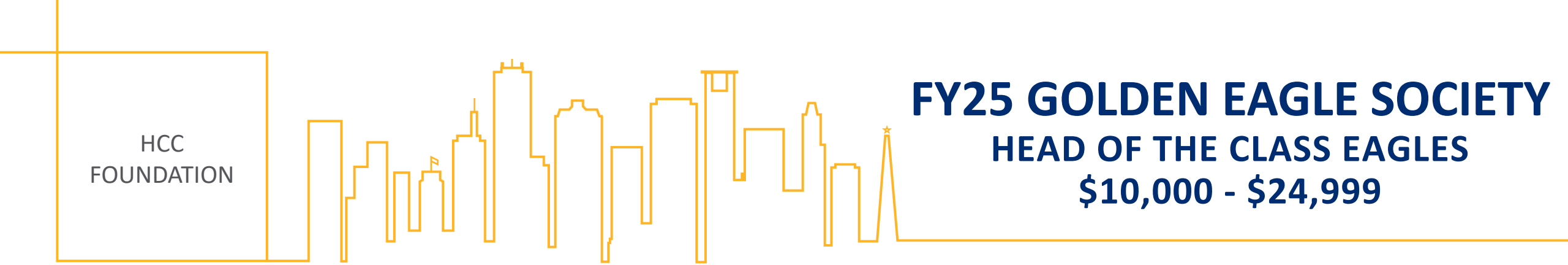
PNC Foundation

Qualcomm, Inc.

Scholarship America

Shraman Foundation

Volunteers of America Texas



HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

HEAD OF THE CLASS EAGLES

\$10,000 - \$24,999

Amaanah Refugee Services

AON

Assistance League of Houston

Bank of Texas Private Wealth

College Success Foundation

Cyclyx

Erickson Senior Living as agent for Eagle's Trace, Inc.

Experian

Greater Houston Community Foundation

Houck Family Foundation

Houston Gateway Academy

Houston Texans Foundation

Invitation Homes

Norma Perez

Port Houston

Randhir Sahn

San Antonio Area Foundation

Social Justice Learning Institute

UnidosUS

Union Pacific Foundation

Wallis Bank

As of March 31, 2026



Follow us on social media!
Houston City College Foundation

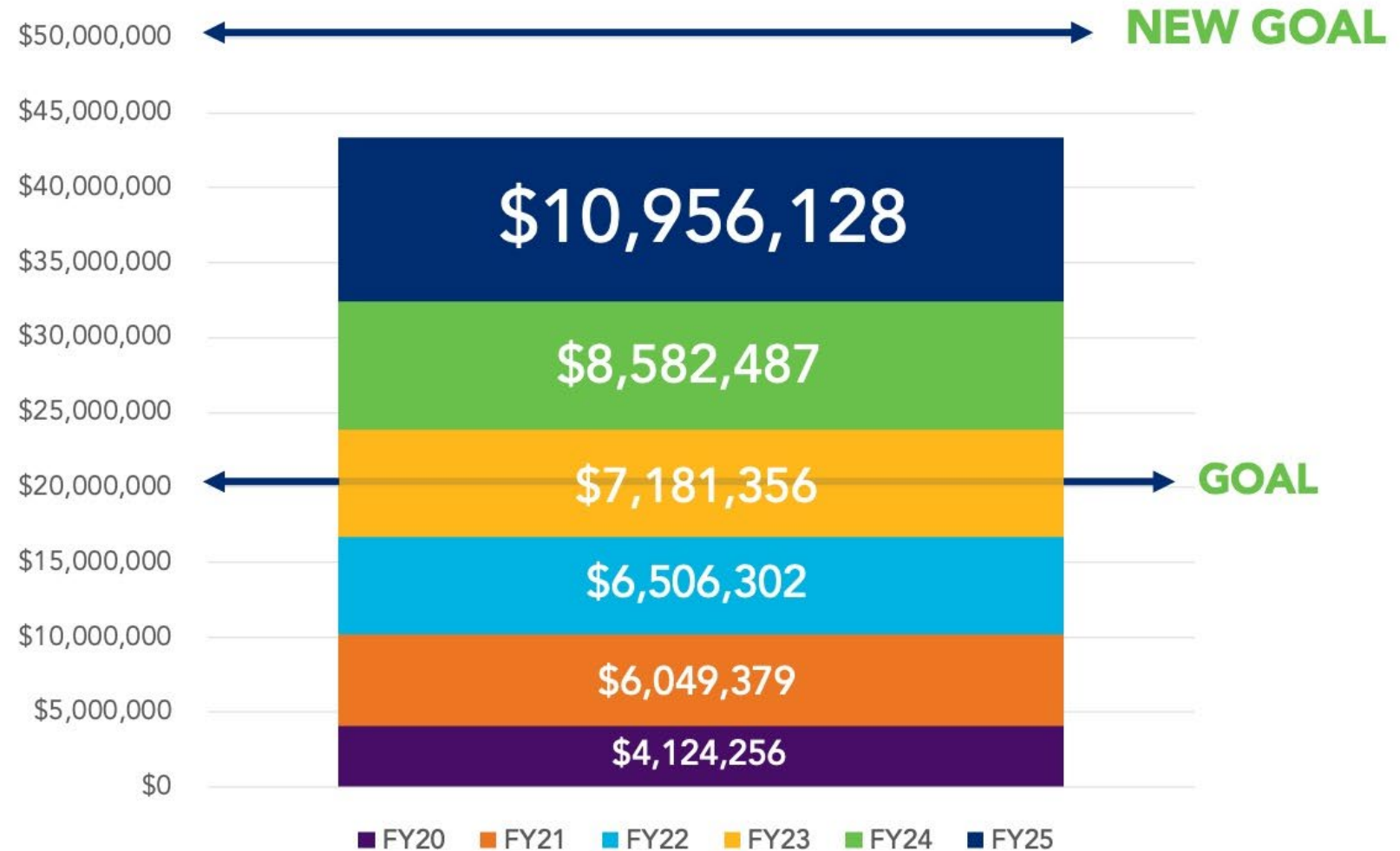
HCC
FOUNDATION



HCC's Invest in Houston's Future Campaign

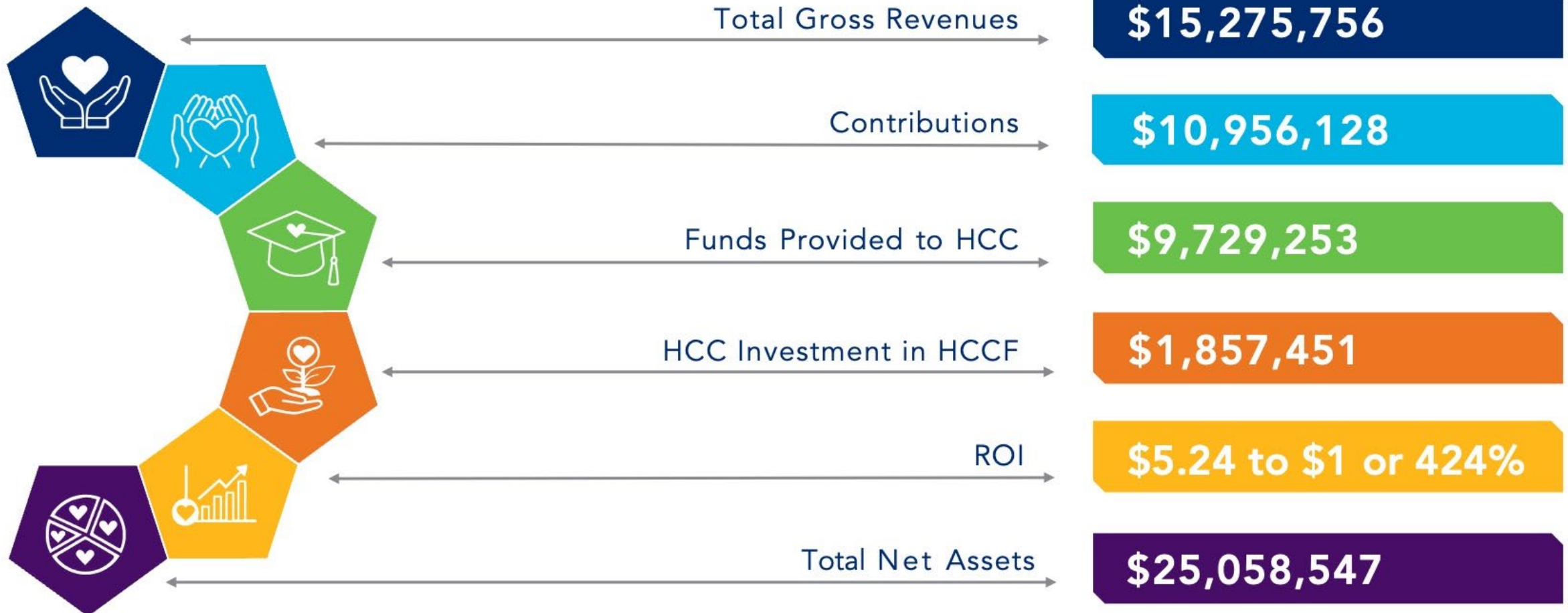
\$50 Million Goal FY20 to FY28

\$43,399,908 thru FY25



FY2025 Financial Highlights

8/31/2025 (Audited)

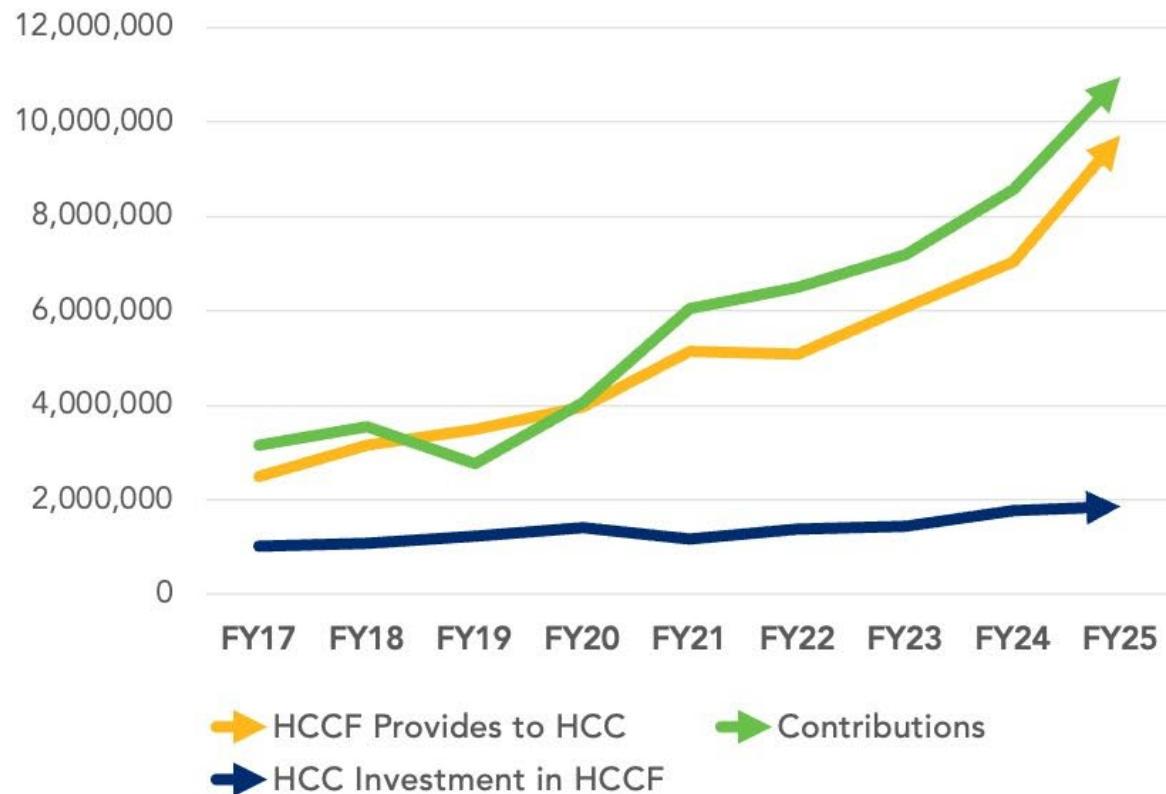


HCC
FOUNDATION

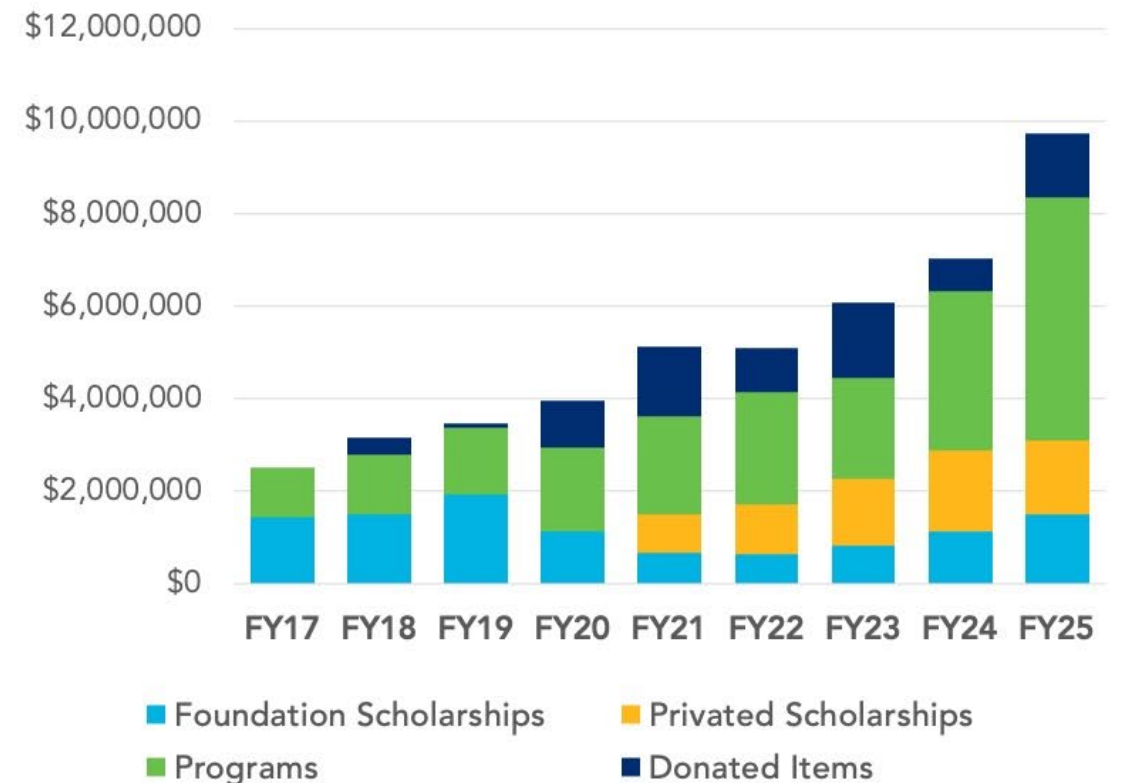
FY2025 Financial Highlights

FY17 to FY25

HCC Foundation Growth



Funds Provided to HCC



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



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	\$1,602,168
Programs	\$5,242,411
Donated Items	\$1,378,733
Total Received From HCC Foundation	\$9,729,253
EXPENSES	
HCCF Payroll and Expenses	\$1,857,451
Total HCC In Kind Support to HCCF	\$1,857,451

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

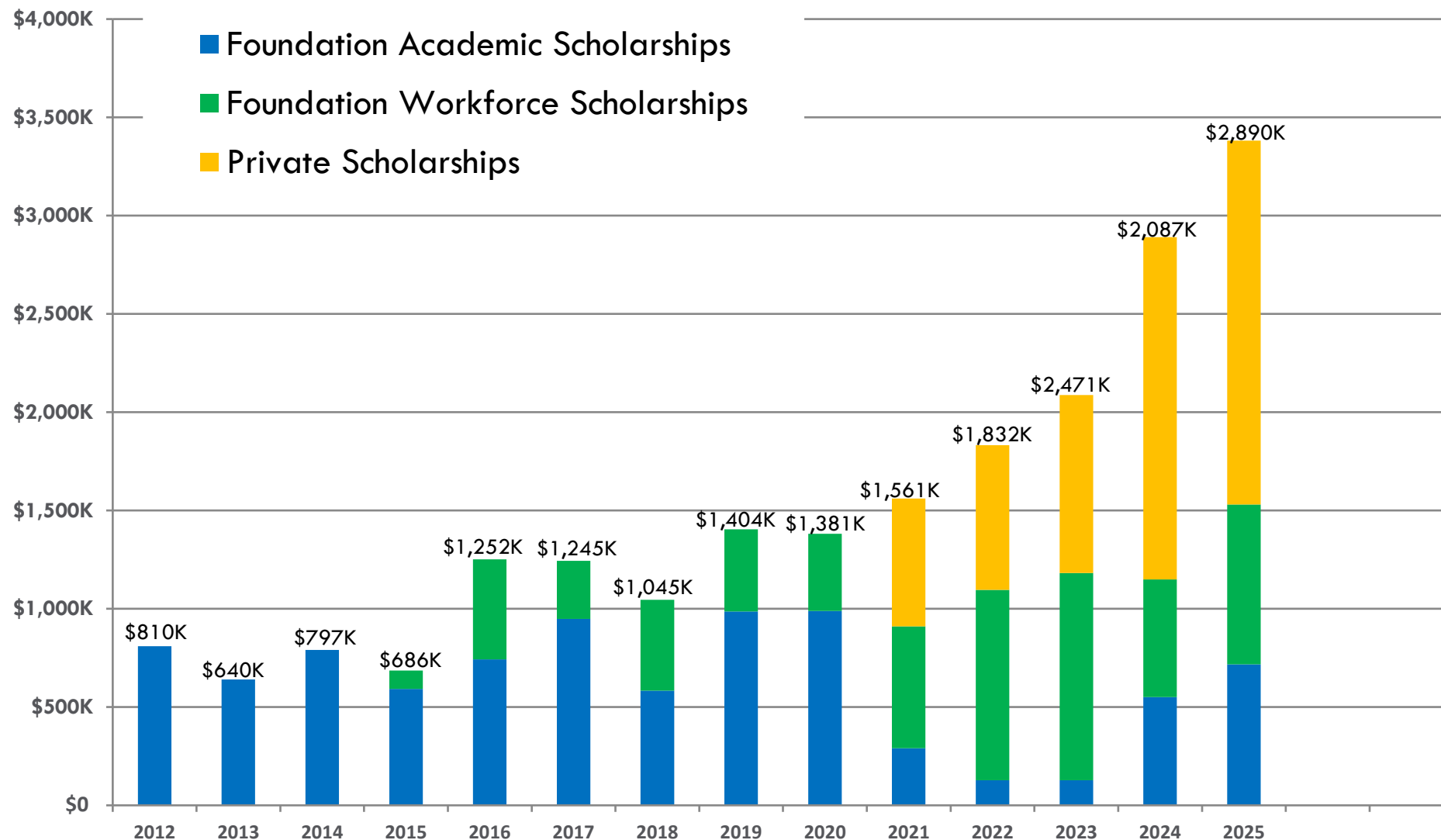
	Actual	HCCF Goal
HCCF Return on HCC's Investment	424%	150%
	\$5.24 to \$1	\$2.5 to \$1

Source: FY25 HCC Foundation Audited Financial Statements

HCC FOUNDATION



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



REPORT ITEM

Meeting Date: August 19, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
N.	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	8/12/2026	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, Associate Vice Chancellor, Facilities Management

August 19, 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 5th 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 5th Floor Build-Out

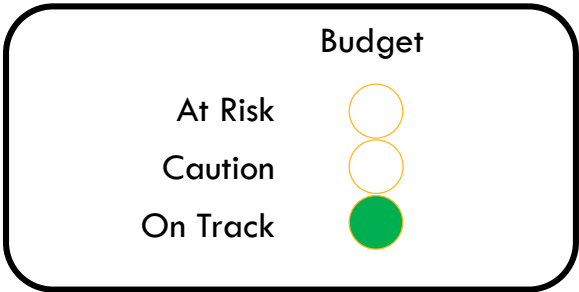
Description: Build-out 5th floor to create a Healthcare Innovation Center that fosters a collaborative and innovative environment to offer stackable credentials in biotechnology, AI in healthcare and digital health innovation. Build-out will include virtual reality studio, digital fabrication, wet and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

Status:

- ▶ Design complete.
- ▶ Permitting in progress.
- ▶ Procurement of construction, furniture and equipment ongoing.

Budget

▶ \$ 8,900,000



Schedule and Timeline

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

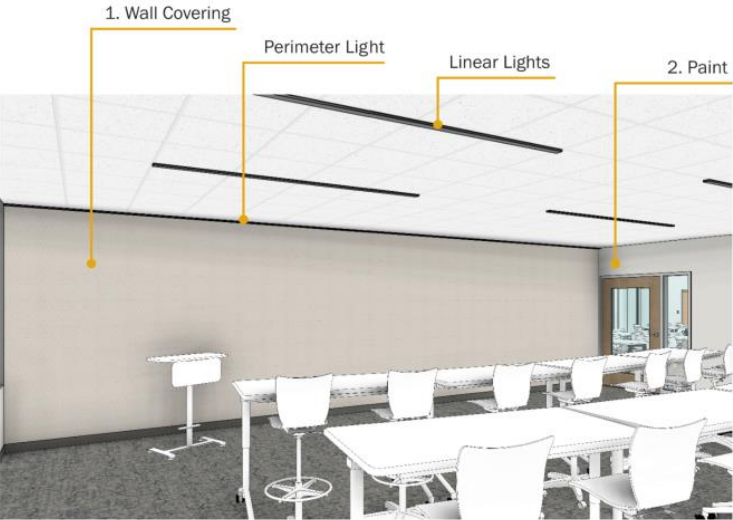
Coleman Healthcare Innovation Center 5th Floor Build-Out Project



Reception



Collaboration Area



Classroom

Systemwide: Safety and Security: Access Control

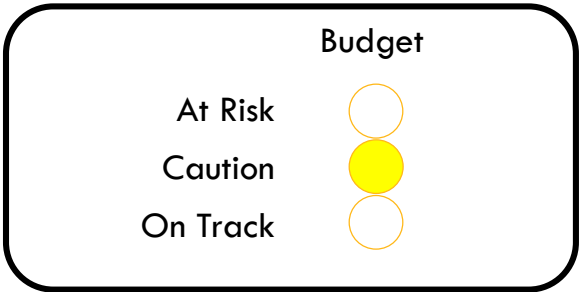
Description: Access Control updates to System Infrastructure to accommodate new badge reader (electronic door access) and camera technology.

Status:

- ▶ Hardware programming still ongoing.
- ▶ Test environment for training the Police department under development.
- ▶ 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		Oct 2026 updated to Nov 2026
Closeout		

Northeast: North Forest Collaboratorium

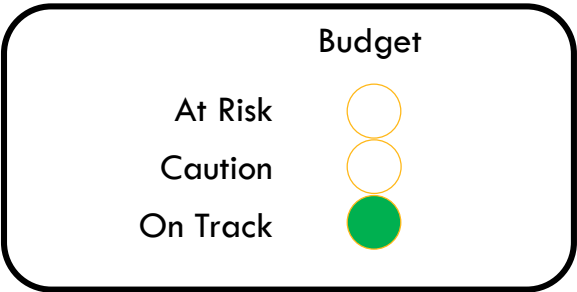
Description: Design and construction of a Collaboratorium at North Forest Campus to enhance student and collaboration experience.

Status:

- ▶ Construction and Furniture installation complete. Post construction items being addressed.
- ▶ IT equipment delivered and installation ongoing by IT group.

Budget

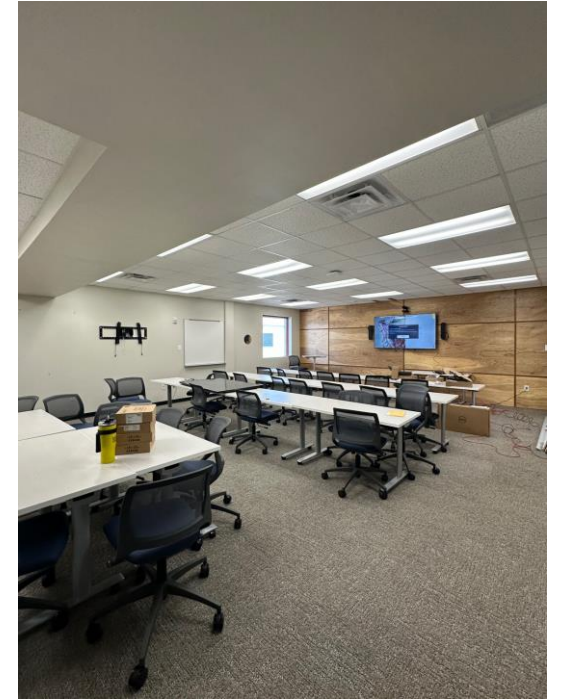
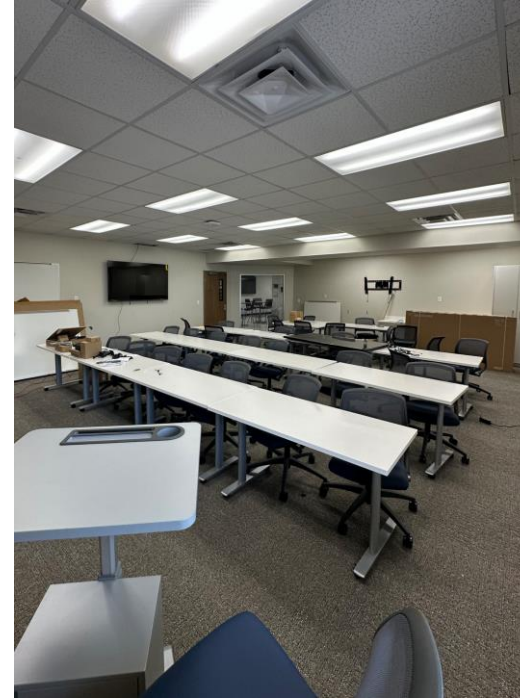
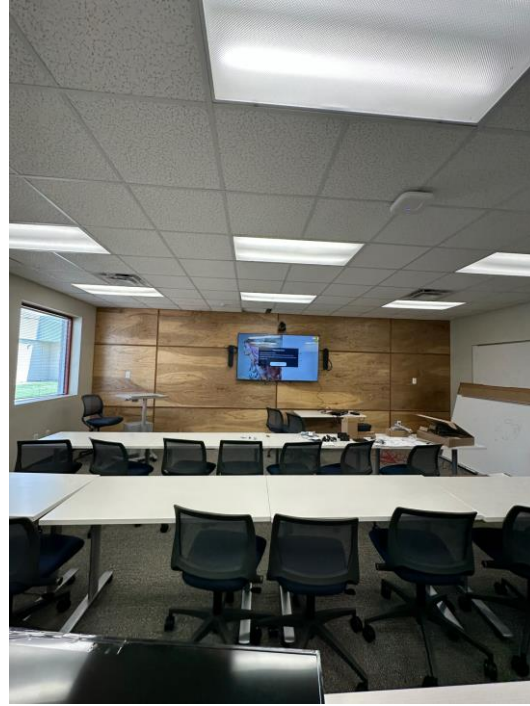
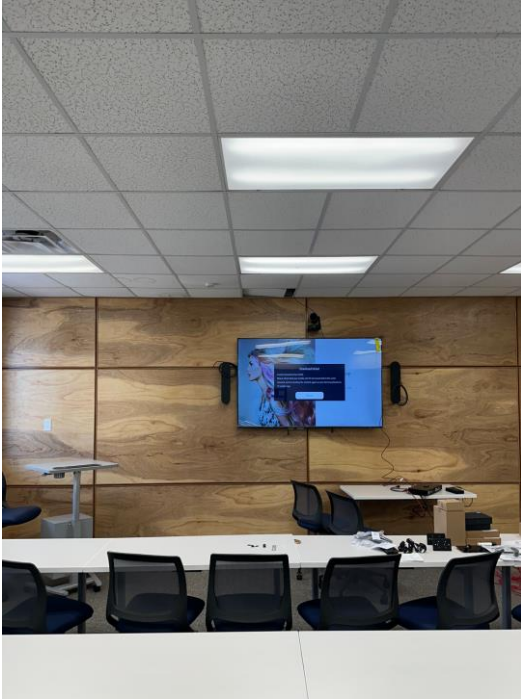
▶ \$ 350,000



Schedule and Timeline

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

Collaboratorium Project



Systemwide: Signage and Wayfinding Project

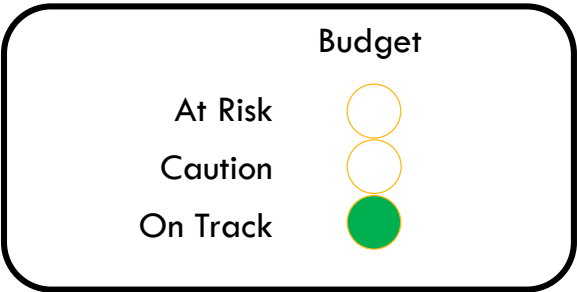
Description: Update signage to reflect new Houston City College name. Project includes monument signs, pylon signs and building top signage.

Status:

- ▶ Temporary signage installation complete at all campuses.
- ▶ Permanent signage design manual complete and cost estimates received.

Budget

▶ \$ 2,831,213



Schedule and Timeline

Phase	Temporary Signage	Permanent Signage
Project Initiation	√	√
Design	√ November 2025	Ongoing. October 2026
Permit	√ June 2026	
Procurement	√ December 2025	
Construction	√ June 2026	
Closeout		

Signage Wayfinding Project

Various Campuses – Monument, Pylon and Building Temporary Signage



Current Capital Projects Financials

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

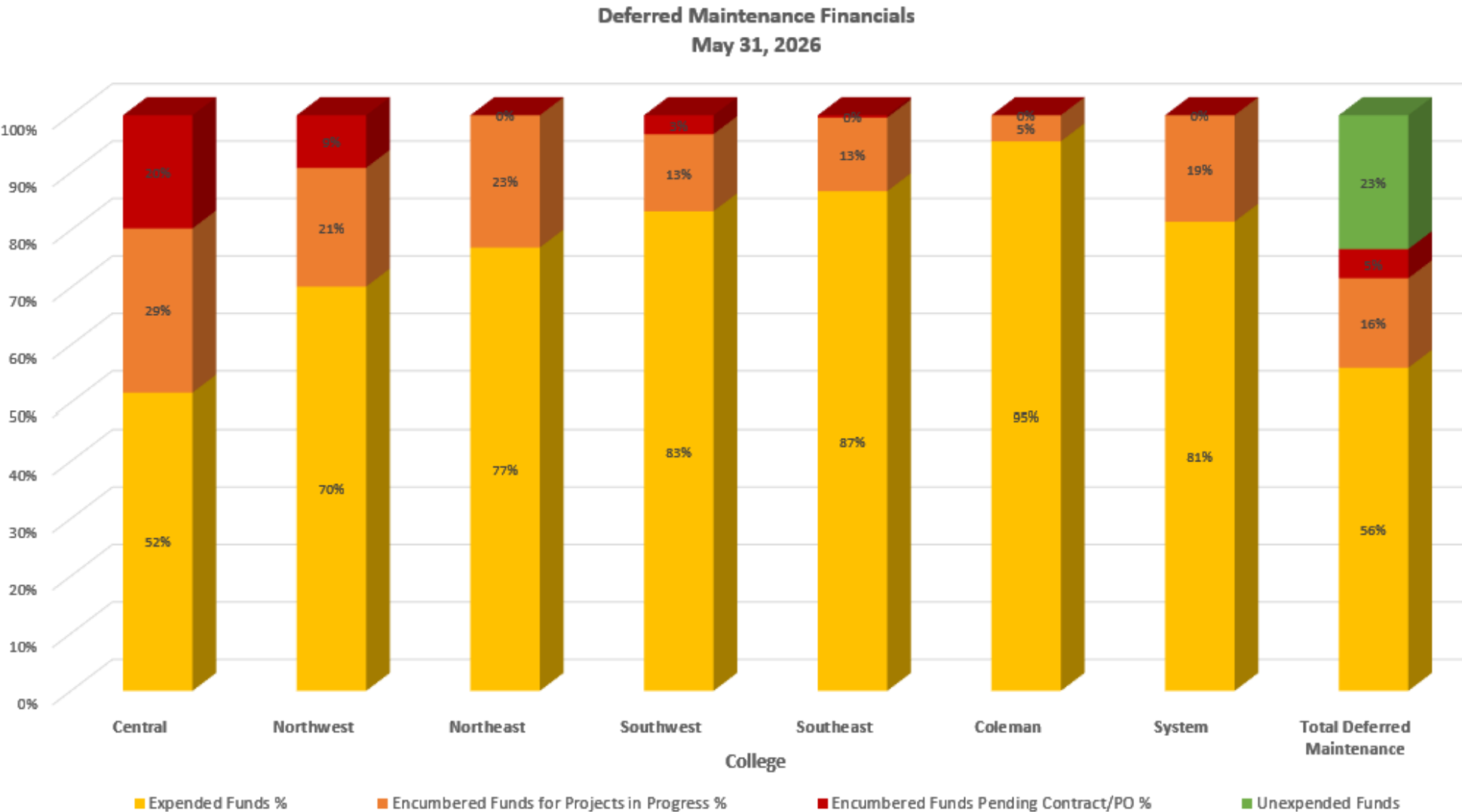
	Total Budget	Expenditures	Encumbrances	Unexpended	Funding Source
Capital Projects					
2013 CIP Program 2.0					
Signage	6,329,665	2,825,822	1,127,957	2,375,886	
Collaboratoriums	350,000	254,172	41,237	54,592	
System Wide Safety & Security	\$ 13,848,018	\$ 4,748,813	\$ 2,960,169	\$ 6,139,036	Operating Budget FY24
Coleman Health Science Tower Buildout	\$ 8,900,000	\$ 217,671	\$ 838,500	\$ 7,843,829	2013 CIP Fund Balance
Flood Water Training Facility Design	\$ 8,437,500	\$ 2,061,138	\$ 47,612	\$ 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 Projects Financials

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

	Total Budget*	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Expenditures	Encumbrances	Unexpended
Source of Funds:											
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>										
Central	\$ 16,035,814	\$ 466,337	\$ 2,816,755	\$ 1,172,952	\$ 388,655	\$ 1,123,794	\$ 1,177,511	\$ 1,143,172	\$ 8,289,175	\$ 7,746,639	-
Northwest	\$ 9,232,514	131,481	1,889,930	213,715	144,145	546,775	1,785,809	1,765,098	6,476,952	2,755,562	-
Northeast	\$ 8,754,925	158,713	1,674,412	158,101	474,848	1,845,191	1,652,313	775,231	6,738,809	2,016,117	-
Southwest	\$ 9,396,548	614,535	1,403,827	273,760	215,080	1,662,959	3,195,600	460,071	7,825,831	1,570,717	-
Southeast	\$ 1,869,651		9,169	135,171	188,851	339,077	669,525	280,478	1,622,271	247,380	-
Coleman	\$ 3,241,397		548,471	56,379	969,868	594,742	619,799	304,937	3,094,196	147,201	-
System	\$ 16,739,501	931,770	881,494	1,460,667	2,184,409	2,159,338	3,470,626	2,548,920	13,637,224	3,102,277	-
Contingency	\$ 19,844,210										19,844,210
Total Deferred Maintenance	<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>\$ 7,277,905</u>	<u>\$ 47,684,457</u>	<u>\$ 17,585,893</u>	<u>\$ 19,844,210</u>

Deferred Maintenance Projects Financials

Total Deferred Maintenance Unexpended (Contingency) As of May 31, 2026	\$ 19,844,210
Allocated Funding to Ongoing Projects*	\$ 5,482,530
Allocated to Planned Projects*	\$ 14,361,680
Budgeted Exigent Remaining	\$ 0
TOTAL	\$ 19,844,210

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

Deferred Maintenance Projects Financials

Budgeted Exigent		\$ 2,250,000
Breakdown of Exigent Spend Per Construction System As of May 31, 2026		
Fire and Life Safety		\$226,491
Mechanical		\$1,336,087
Conveyances		\$179,964
Electrical		\$55,171
Plumbing		\$119,569
Roofing		\$0
Exterior		\$973,561
Site		\$384,813
Interior		\$129,503
Specialties		\$0
Exigent Spend As of May 31, 2026		\$ 3,405,159
Budgeted Exigent Remaining		- \$ 1,155,159

Deferred Maintenance 10 Step Prioritization Process Update

New DM Cycle for FY 2027

Completed Steps

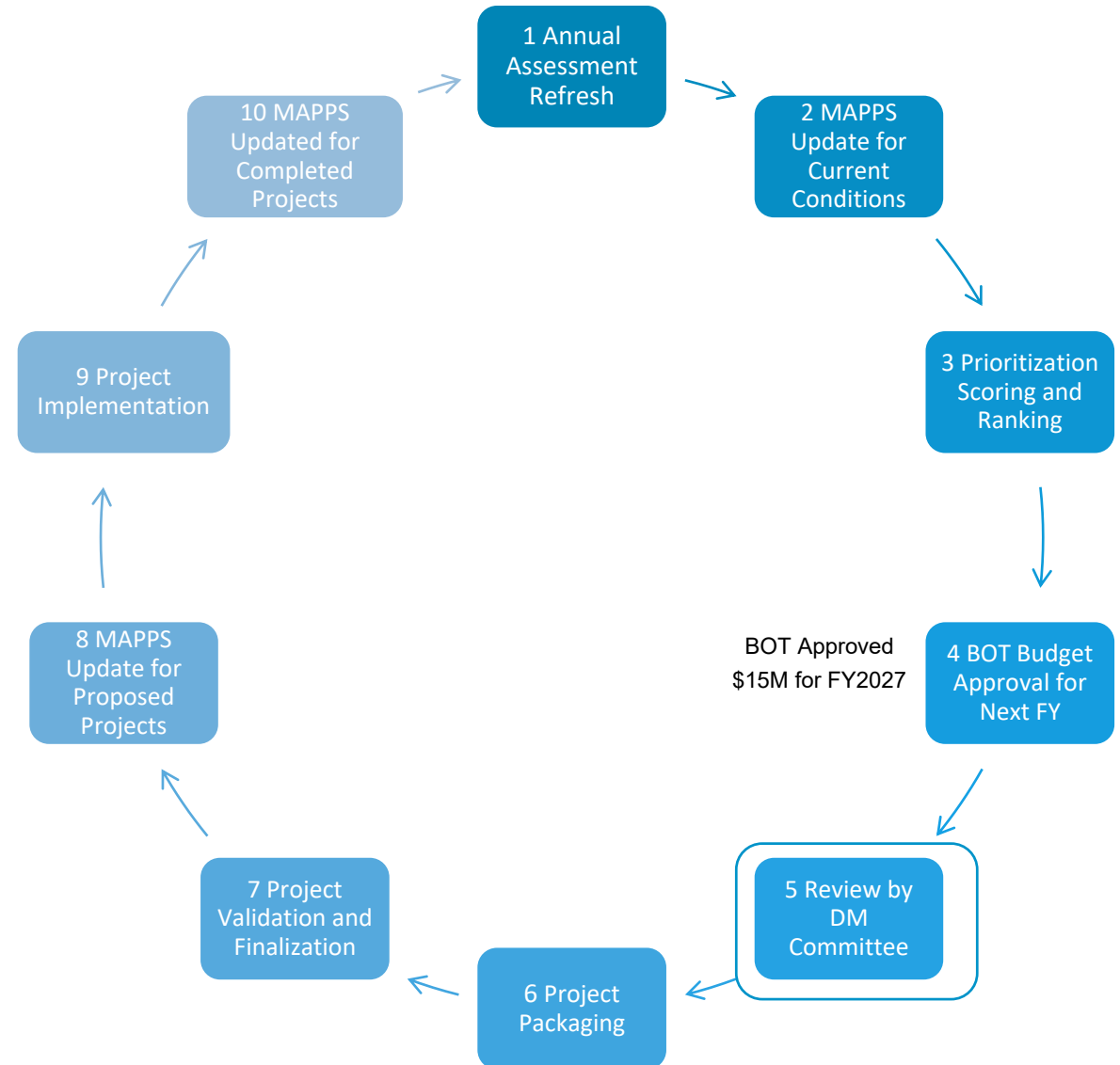
- Annual Assessment Refresh for FY 2027 projects completed.
- Facilities QAC review, update and verification completed.
- MAPPS database with verified deficiencies has been updated.
- Prioritization scoring and ranking completed.
- BOT approved \$15M for FY2027.

Step 5

- Review projects with DM Committee.

Next Step

- Package items into projects.



Thank You

Adjournment

ITEM #	ITEM TITLE	PRESENTER
--------	------------	-----------

XIV.

Appendix - No Action
Required

STRATEGIC ALIGNMENT

ATTACHMENTS:

Description	Upload Date	Type
August 2026 Staff Personnel Agenda_Final	8/12/2026	Attachment

This item is applicable to the following:

APPENDIX

(No Board Action Required)

Personnel Agenda - Staff

**Board Meeting
August 19, 2026**

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

Name	Previous HCCS Job Title	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Avellaneda, Leonel	P/T Specialist, Instructional Support	F/T Specialist, Instructional Support	Northwest	Non-Exempt Grade: 3	40,000	8/3/2026
Cortez, Michael	P/T Reception Assistant	F/T Reception Assistant	Southeast	Non-Exempt Grade: 1	32,627	7/1/2026
Mata, Angelica	P/T Work-Study Student	F/T Assistant, Enrollment Services	System	Non-Exempt Grade: 2	36,640	7/1/2026
Shaw, Shardae	P/T Communication Instructor	F/T Program Director, Continuing Education	Northwest	Exempt Grade: 9	78,000	8/3/2026
Tookes, Aujanae	P/T Assistant, Financial Aid	F/T Assistant, Financial Aid	System	Non-Exempt Grade: 2	38,800	7/16/2026
Wagner, Carrie	P/T Lab Assistant	F/T Specialist, Instructional Support	Northwest	Non-Exempt Grade: 3	42,500	7/1/2026

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

Name	Previous HCCS Job Title	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Benjamin, Ernest	F/T Coordinator, Quality Assurance	F/T Manager, Facilities Technology	System	Exempt Grade: 9	92,000	8/3/2026
Capone, Dominick	F/T Technician Facilities Service I	F/T Technician Facilities Service II	System	Non-Exempt Grade: 3	53,000	7/1/2026
Clarke, Chantel	F/T Administrative Assistant	F/T Specialist, Accounting	System	Non-Exempt Grade: 4	55,500	7/16/2026
Coto, Antonio	F/T Peace Officer	F/T Sergeant	System	Non-Exempt Grade: 4	77,067	8/3/2026
Ford, Elizabeth	F/T Sr. EEO Compliance Investigator	F/T Senior Partner, Talent Engagement	System	Exempt Grade: 10	97,000	8/17/2026
Garza, Vanessa	F/T Student Recruiter	F/T Advisor, Pathways & Case Management	Southeast	Exempt Grade: 7	63,000	6/16/2026
Gordon, Isidoro	F/T Program Specialist	F/T Advisor, Pathways & Case Management	Northwest	Exempt Grade: 7	59,280	7/16/2026
Kefle, Abegiya	F/T Representative, Student Accounts	F/T Administrative Assistant	Northwest	Non-Exempt Grade: 3	48,243	7/1/2026
Lemons, Cory	F/T Distribution Representative	F/T Coordinator, Quality Assurance	System	Exempt Grade: 7	62,200	8/3/2026
Lindsey, James	F/T Peace Officer	F/T Sergeant	System	Non-Exempt Grade: 4	77,067	8/17/2026
Martin, Ashley	F/T Manager, Pathway Advising	Associate Dean, Student Engagement	Northwest	Exempt Grade: 10	96,000	8/3/2026

Mccollumn, Christopher	F/T Campus Technician	F/T Student Recruiter	Northwest	Exempt Grade: 5	48,000	8/3/2026
O'Guinn, Sandra	F/T Sr. Specialist, Benefits & Wellness	F/T Analyst, Benefits	System	Exempt Grade: 8	90,500	7/16/2026
Oliviea, Jamie	F/T Peace Officer	F/T Sergeant	System	Non-Exempt Grade: 4	77,067	8/17/2026
Reyes, Lourdez	F/T (Interim) Director, IT Administrative Services	F/T Director, IT Administrative Services	System	Exempt Grade: E 20	150,000	7/1/2026
Zimmerman, Frederick	F/T Peace Officer	F/T Sergeant	System	Non-Exempt Grade: 4	77,067	8/3/2026

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

Name	Previous Organization	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Abbasi, Saif	Houston Methodist Hospital System	Senior System Administrator- PeopleSoft	System	Exempt Grade: 12	132,000	7/1/2026
Akpaffiong, Itoro	Harris County	Senior Financial Analyst	System	Exempt Grade: 9	93,000	7/1/2026
Barrientez, Corina	University of Houston System	Office Manager, Foundation	System	Non-Exempt Grade: 5	52,000	8/17/2026
Brombacher, Brenda	Harris County	Director, Entrepreneurial Initiatives & Community Relations	System	Exempt Grade: 10	98,000	8/3/2026
Brunn, Sabrina	Houston Independent School District	Certifying Official, Veteran Affairs	Southwest	Exempt Grade: 4	51,000	7/16/2026
Castillo, Javier	Houston Landing	Administrative Assistant	System	Non- Exempt Grade: 3	42,000	7/1/2026
Cruz, Yessenia	University of Houston System	Program Specialist	System	Non-Exempt Grade: 4	52,000	8/3/2026
Garrett, Victoria	Texas Education Agency	Program Manager, Alternative Education	Southeast	Exempt Grade: 6	62,000	8/17/2026
Grady, Lashunda	Navy Federal Credit Union	Financial Aid Customer Service Representative	Northwest	Non-Exempt Grade: 2	41,000	7/16/2026
Ha, Hung	Houston City College	Budget Analyst	System	Exempt Grade: 6	57,000	8/3/2026
Hicks, Allicia	Access Partner Unlimited	Interpreter I	Central	Non-Exempt Grade: 5	54,000	8/3/2026
Kent, Johnisha	KBR	Administrative Assistant	Northwest	Non-Exempt Grade: 3	42,840	7/16/2026

Nelms, Tonya	D-Line & Capital World Trucking	Security Officer	System	Non-Exempt Grade: 3	40,000	8/3/2026
Nguyen, Nicholas	University of Houston System	Senior Graphic Designer	System	Exempt Grade: 7	74,000	7/16/2026
Pigott, Angelia	Scoot Education	Assistant, Testing	Southwest	Non-Exempt Grade: 2	45,000	7/16/2026
Preston, Lettie	Spring Independent School District	Operator, Police Telecommunications	System	Non-Exempt Grade: 4	54,000	8/3/2026
Shobe, Latoya	Thumbtack	Specialist, Records Management	System	Non-Exempt Grade: 4	50,500	8/3/2026
Stanfield, Danielle	Harlandale Independent School District	Coordinator, Grants Compliance	System	Exempt Grade: 7	70,000	8/3/2026
Tran, Tammy	Brazos Presbyterian Homes, Inc	Specialist, Accounting	System	Non-Exempt Grade: 4	46,000	8/3/2026
Treadway, Jason	Dallas College	Dean, Center of Excellence-Advanced Manufacturing	Southwest	Exempt Grade: E 10	120,000	8/3/2026
Tsopgo, Clovis	Lane Staffing	Specialist, AutoCAD Documentation Control	System	Exempt Grade: 7	68,000	7/1/2026
Victorian, Colleen	Trade Up	Financial Coach	Central	Exempt Grade: 4	51,500	8/3/2026
Whitthorne, Melanie	Mott Community College	Counselor	Coleman	Exempt Grade: 9	81,200	8/3/2026
Wilson, Dayzha	Houston Independent School District	Advisor, Dual Credit Pathways	System	Exempt Grade: 7	61,000	8/3/2026

INFORMATION ITEMS-NO BOARD ACTION REQUIRED

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

Name	Job Title	FLSA/Grade	Salary	Effective Date
Walker, James	Associate Vice Chancellor Facilities Management	EXEC/40	177,000	7/1/2026

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

SEPARATIONS OF EMPLOYMENT

Name	Effective Date	Position Title
Abbasi,Saif	7/29/2026	Sr System Admin, PeopleSoft
Ashar,Najia	7/16/2026	Mgr, Operations
Bernal,Jessica	7/7/2026	Instructional Designer
Breaux,Nequel Alexandria	7/7/2026	Assistant, Enrollment Services
De Paz,Guadalupe Marcela	8/1/2026	Advisor, Pathways & Case Mgmt
Debose,Brier Chanel	7/7/2026	Associate, Enrollment Services
Figueroa,Rachel Josephine	7/20/2026	Advisor, Dual Credit Pathways
Grover,Vanessa N	6/6/2026	Dir, College P-16
Guerrero,Susie Ann	6/1/2026	Administrative Assistant
Hutton,Jill Arlene	6/1/2026	Program Manager
Joseph,Jolly K	6/1/2026	Assoc Degree Nursing
Mims,Lue Genia	7/1/2026	Mgr, Operations DEL
Noland,Natalia Nikolayevna	8/1/2026	Pgm Coord, Trans & Interpret
Ranjbarcheshmehsorkhi,Mandana	7/28/2026	Sr Lab Assistant
Robertson-Shirton,Diana Mae	5/30/2026	Medical Assistant
Ruiz Alejandro,Mariana	5/23/2026	Assistant, Testing
Sofranko,Michael	5/21/2026	English
Stewart,Homer V.	6/6/2026	Dean, Center of Excellence
Tatum,Shana	7/1/2026	Executive Assistant
Villegas,Crystal	7/13/2026	Associate, Enrollment Services
Williams,Goyland	7/18/2026	Curriculum Specialist
Wilson,Keelan	7/18/2026	Grant Writer
Zavala,Amanda Lynn	8/1/2026	Coord, Student Life