HOUSTON
CITY COLLEGE

AGENDA

BOARD GOVERNANCE COMMITTEE

OF THE BOARD OF TRUSTEES

November 4, 2026
10:30 AM

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

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

HOUSTON CITY COLLEGE

November 4, 2026

Notice is hereby given that a Meeting of the Board Governance Committee of the Board of Trustees of Houston City College will be held on Wednesday, November 4, 2026 at 10:30 AM, or after, and from day to day as required, 3100 Main Street, 2nd Floor Auditorium, Houston, Texas 77002. The items listed in this Notice may be considered in any order at the discretion of the Committee Chair and items listed for closed session discussion may be discussed in open session and vice versa as permitted by law. Actions taken at this Meeting do not constitute final Board action and are only Committee recommendations to be considered by the Board at the next Regular Board meeting.

I. Call to Order

A. Opportunity for Public Comments

II. Topics For Discussion and/or Action:

A. Approval of Policy CL (LOCAL) Facilities Planning

B. Approval of Proposed Revisions to GB (LOCAL) Public Complaints and Hearings

C. Approval of Proposed Revisions to CGF (LOCAL) Safety Program: Security Personnel

D. Approval of CAK (LOCAL) Appropriations and Revenue Sources: Investments

E. Approval of Proposed Revisions to CDB (LOCAL) - Accounting: Inventories

F. Approval of FDA (LOCAL) - Tuition and Fees: Residency

G. Approval of Proposed Revisions to FFDA (LOCAL) Freedom from Discrimination, Harassment, and Retaliation: Sex and Sexual Violence

H. Approval of Proposed Revisions to BBH (Local) Conventions, Conferences, and Workshops

I. Board Expenditures Report for Fiscal Year 2026 (September 1, 2025 through August 31, 2026)

III. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071; 551.072 and 551.074, the Open Meetings Act, for the following purposes:

A. <u>Legal Matters</u>

Consultation with legal counsel concerning pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

B. Personnel Matters

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

C. Real Estate Matters

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

IV. Additional Closed or Executive Session Authority:

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

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

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

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

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

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

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

complaint is brought.

Section 551.084 - For the purpose of excluding a witness or witnesses in an investigation from a hearing during examination of another witness in the investigation. Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

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

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

V. Reconvene in Open Meeting

VI. Adjournment

CERTIFICATE OF POSTING OR GIVING NOTICE

On this **29th day of October 2026**, this Notice was posted at a place convenient to the public and readily accessible at all times to the general public at the following locations: (1) the HCC Administration Building of the Houston City College, 3100 Main, First Floor, Houston, Texas 77002 and (2) the Houston City College's website: www.hccs.edu.

Posted By:

_____

Sharon R. Wright
Director, Board Services

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
A.	**Approval of Policy CL (LOCAL) Facilities Planning**	**Dr. Margaret Ford Fischer** **Dr. Nicole Montgomery** **Dr. Melissa Mihalick** **Dr. Uchena Spencer**

RECOMMENDATION

Approve the new CL (LOCAL) policy as set forth in the attached document.

COMPELLING REASON AND BACKGROUND

This new policy is proposed by TASB, with additional provisions recommended by the Administration to comply with SB 8, the Texas Women's Privacy Act. The policy is intended to ensure that the College District's use and designation of restrooms, changing rooms, locker rooms, and other private spaces comply with applicable state and federal laws.

The policy requires administrative regulations to address compliance and establishes an office or offices where individuals may obtain information or report concerns regarding restroom access, accommodations, or safety.

LEGAL REQUIREMENT

Senate Bill 8 (SB 8) – Texas Women's Privacy Act

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
CL (LOCAL)_add	10/21/2026	Attachment

This item is applicable to the following: District

Designation and Use of Restrooms and Other Private Spaces

~~The Board shall ensure that the Chancellor, or appropriate staff as determined by the Chancellor, designates private spaces in accordance with law. [See FG for student housing]~~The College District shall follow state and federal law regarding access to restrooms, changing rooms, locker rooms, and other private spaces, including applicable laws that require designation of private spaces based on sex and laws that require facilities modifications to ensure accessibility by persons with disabilities. The Chancellor, or appropriate staff as determined by the Chancellor, will designate private spaces in accordance with law by using appropriate signage.

The Chancellor shall develop administrative regulations to ensure compliance with law and policy regarding the use of private spaces in College District facilities. The regulations will identify one or more College District offices where individuals may seek information or report concerns about restroom access, restroom accommodations, or safety.

College District employees are prohibited from conducting a bodily search or inspection of individuals who are using or seeking to use a restroom, changing room, locker room, or other private space in a College District facility.

Commented [JL1]: Deletion was recommended by the Administration.

Commented [JL2]: The remaining policy provisions (shown in **blue**) are recommended by HCC Administration.

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
B.	**Approval of Proposed Revisions to GB (LOCAL) Public Complaints and Hearings**	**Dr. Margaret Ford Fisher** **Dr. Nicole Montgomery** **Dr. Melissa Mihalick** **Dr. Uchena Spencer**

RECOMMENDATION

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

COMPELLING REASON AND BACKGROUND

Revisions to GB (LOCAL) establish and clarify the process for public complaints and grievances, including applicable complaint procedures, filing requirements and timelines, administrative review, appeals, and responses. The policy also clarifies that certain complaints are governed by other College District policies.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
GB (LOCAL)	10/23/2026	Attachment

This item is applicable to the following: District

Complaints

In this policy, the terms "complaint" and "grievance" shall have the same meaning.

Other Complaint Processes

Complaints from the public shall be ~~filed~~initiated 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 GB after the relevant complaint process~~:

1. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CGF]
2. Complaints concerning the withdrawal of consent to remain on campus. [See GDA]
3. Complaints against a board member or the Chancellor. [See BBFB]
4. If the complaint involves occupational fraud, waste, abuse, or ethical violations, individuals should submit the complaint pursuant to AF and any affiliated regulations.

~~**Guiding Principles**~~

Informal Process

The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns.

Concerns should be ~~expressed~~ presented as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution ~~shall be~~is encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

An individual may initiate the formal process described below by ~~timely~~ filing a written complaint form within ~~15 business~~ 45 calendar days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance. The individual is encouraged to provide a detailed factual summary of the concern along with dates and the names of HCC personnel or other witnesses with relevant knowledge.

~~Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.~~

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. If the complaint is filed with the incorrect office, the receiving administrator will promptly forward the complaint form to the appropriate administrator.

Commented 1: Revisions throughout the document were recommended by TASB, **except for the gray-highlighted sections**, which reflect changes made by the Administration.

Commented 2: Deadline was extended by the Administration to allow the public additional time to file a complaint under this policy.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy. ~~, nor to~~ This policy does not require ~~a full~~ an evidentiary hearing or "mini-trial" at any level.

Option to Continue Informal Process

Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.

Freedom from Retaliation

Neither the Board nor any College District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

~~**Complaints**~~

~~In this policy, the terms "complaint" and "grievance" shall have the same meaning.~~

~~Other Complaint Processes~~

~~Complaints from the public 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 GB after the relevant complaint process:~~

~~1. Complaints concerning a commissioned peace officer who is an employee of the College District. [See CHA]~~

~~Complaints concerning the withdrawal of consent to remain on campus. [See GDA]~~

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email ~~and fax~~, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline. This policy does not recognize complaints posted on social media or sent via text message.

Scheduling Conferences

~~The~~ When a conference is required by this policy, the College District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the College District may ~~hold~~proceed with resolution of the ~~conference~~complaint and issue a decision ~~in the individual's absence~~.

Response	At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the individual's email address of record, or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.
Days	"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."
Representative	"Representative" shall mean a~~ny~~ person ~~who~~ or organization that is designated by ~~an~~the individual to represent the individual in the complaint process. The individual may designate a representative through written notice to the College District at any level of this process. If the individual designates a representative with fewer than three days' notice to the College District before a scheduled conference ~~or hearing~~, the College District may reschedule the conference ~~or hearing~~ to a later date, if desired, 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	Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual 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 complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the College District may consolidate the complaints.
Untimely Filings	All time limits shall be strictly followed unless modified by mutual written consent. If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ~~ten~~10 days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.
Costs Incurred	Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the College District.

Copies of any documents that support the complaint should be attached to the complaint form. ~~If the individual does not have copies of these documents, theycopies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference.~~

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.

~~**Level One**~~

~~Complaint forms must be filed:~~

~~1. Within 15 days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and~~

~~2. With the lowest level administrator who has the authority to remedy the alleged problem.~~

~~If the only administrator who has authority to remedy the alleged problem is the Chancellor or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.~~

~~The appropriate administrator shall investigate as necessary and schedule a conference with the individual within ten~~Record

A record of each complaint ~~hearing~~ conference shall be created and retained in accordance with this policy. The record shall include documents submitted by the individual 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 determines that an investigation is appropriate, it may suspend or extend deadlines as may be reasonable under the circumstances ~~and the complainant mutually agree, all deadlines shall be suspended during an investigation~~.

Audio Recording

~~As provided by law,~~When an individual is invited to attend a conference relating to ~~shall be permitted to make an audio recording of a hearing under this policy at which~~ the substance of the individual's complaint, the individual may make an audio recording ~~is discussed~~. The individual shall notify all attendees present that an audio recording is taking place. No other recordings are permitted.

Complaint Levels

Level One

The appropriate administrator shall ~~schedule a conference with~~ evaluate the complaint and determine whether the allegations are within the College District's authority and jurisdiction; whether the complaint should be processed under another 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 individual or another College District office. The administrator may, as appropriate, contact the individual for clarification. If the individual does not respond within 10 days after receipt of the written complaint. ~~The administrator may set reasonable time limits for the conference.~~

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 individual'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 individual setting forth the basis of the decision. The response will be provided within 15 days of receipt of the complaint or, if the individual 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 individual within 15 days after receipt of the written complaint~~.~~ or, if the individual provided a written clarification, within 15 days of receipt of the clarification. The administrator may set reasonable time limits for the conference. The conference may be held in person or via a video platform.

Absent extenuating circumstances, the administrator shall provide the individual a written response within ~~ten10~~15 days following the conference. The written response shall set forth the basis of the decision. ~~In reaching a decision, the 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.~~

Level Two

If the individual did not receive the relief requested at Level One or if the time for a response has expired, ~~he or she~~the individual may

request a conference with the Chancellor or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the College District, within ~~ten~~10 days of the date of the written Level One response or, if no response was received, within ~~ten~~10 days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual 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 individual at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator will evaluate the allegations and 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 ~~ten10~~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. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Level Two administrator may set reasonable time limits for the conference. The conference may be held in person or via a video platform.

The Level Two administrator shall provide the individual a written response within ~~ten10~~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, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint~~.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

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

The appeal notice must be filed in writing, on a form provided by the College District, within ~~ten~~10 days of the date of the written Level Two response or, if no response was received, within ~~ten~~ 10 days of the Level Two response deadline.

The Chancellor or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Chancellor or designee shall provide the Board with the record of the Level Two complaint. The individual may request a copy of the Level Two record.

The Level Two record shall include:

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

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing.

The College District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BD]

The presiding officer may set reasonable time limits and guidelines for the presentation including an opportunity for the individual and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual or ~~his or her~~the individual's representative,

any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If for any reason the Board ~~does not make~~fails to reach a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

~~**Effective Date**~~

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

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
C.	**Approval of Proposed Revisions to CGF (LOCAL) Safety Program: Security Personnel**	**Dr. Margaret Ford Fisher** **Dr. Nicole Montgomery** **Dr. Melissa Mihalick** **Dr. Uchena Spencer**

RECOMMENDATION

Approve CGF (LOCAL) as set forth in the attached policy.

COMPELLING REASON AND BACKGROUND

The Administration proposed revisions to CGF(LOCAL) to streamline the complaint process involving security personnel and clarify the referral process for complaints that may fall under other College District policies. The revisions are intended to promote consistency and coordination among interconnected complaint processes and ensure that complaints are directed to the appropriate process for review and resolution.

STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
CGF (LOCAL)	10/20/2026	Attachment

This item is applicable to the following: District

College District Police Department

To ensure sufficient security and protection of students, staff, and property, the Board authorizes the formation of a College District police department and shall employ and commission peace officers to provide a safe and orderly environment for all who utilize the facilities of the College District, to protect the rights of such individuals, and to preserve the peace by enforcing federal, state, and local laws.

Jurisdiction

The primary jurisdiction of College District peace officers shall include all counties in which property is owned, leased, rented, or otherwise under the control of the College District. Outside of his or her primary jurisdiction, a College District police officer is vested with all powers, privileges, and immunities of peace officers and may arrest any person who violates the laws of the state.

Officers

The College District shall employ commissioned peace officers to enforce laws applicable to the College District. Police officers employed by the College District shall be licensed by the Texas Commission on Law Enforcement (TCOLE) and shall possess a valid Texas driver's license. Officers shall comply with all rules and procedures applicable to other College District employees, except to the extent of any conflict with this policy. In the event of such conflict, this policy controls. The chief of police shall have the authority to establish the work schedule for all police department personnel under the control of the College District.

General Orders

The chief of police shall develop general orders with review and approval by the Chancellor. These orders shall provide College District police officers with the operational instructions needed to perform their duties~~.~~ and to comply with this policy. The general orders shall include disciplinary actions for failure to follow or comply with all rules and procedures applicable to other College District employees, as well as their own specific rules, statutes, laws, and obligations as sworn officers.

Police Authority

While within the jurisdiction set out in this policy, peace officers employed and commissioned by the College District shall have all the powers, privileges, and immunities of peace officers. College District peace officers shall perform administrative or law enforcement duties related to College District business, including but not limited to, the safety and welfare of students and others and the protection of property. Subject to limitations in law, College District peace officers shall:

1. Protect the safety and welfare of any person in the jurisdiction of the College District and protect the property of the College District.

2. Enforce all laws, including municipal ordinances, county ordinances, and state laws, and investigate violations of law as needed. In doing so, College District police officers may serve search warrants in connection with College District-related investigations in compliance with the Texas Code of Criminal Procedure.

3. Arrest suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's presence or under the other rules set out in the Texas Code of Criminal Procedure.

4. Coordinate and cooperate with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.

5. Enforce College District policies, rules, and regulations on College District property or at College District functions.

6. Investigate violations of College District policies, rules, and regulations as requested by the Chancellor or designee and participate in hearings concerning alleged violations.

7. Carry weapons as directed by the chief of police and approved by the Chancellor.

8. Carry out all other duties as directed by the chief of police or Chancellor.

Employment of Peace Officers and Telecommunicators

Employees of the police department, whether sworn or unsworn, shall comply with the College District's employee standards of conduct, including but not limited to Policy DH.

For additional provisions regarding the employment of peace officers and telecommunicators, see DC.

Limitations on Outside Employment

No officer commissioned under this policy shall provide law enforcement or security services for an outside employer without prior written approval from the chief of police and Chancellor or designee. A College District police officer, with the exception of the chief of police, may obtain secondary employment in any lawful capacity so long as the outside employment does not interfere with the officer's duties and responsibilities to the College District and such outside employment does not occur during the time the officer is scheduled to work for the College District. Any secondary employment of the chief of police shall be approved by the Chancellor. No officer shall work a secondary job that creates a conflict of inter-

est or would discredit the College District. College District police officers shall wear the official Houston Community College District police uniform while engaged in outside police employment.

College District police officers shall enforce all laws, including municipal ordinances, county ordinances, and state laws, within another law enforcement agency's jurisdiction while working off duty or temporarily assigned to the other agency.

Relationship with Outside Agencies

The College District's police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into memoranda of understanding and other appropriate interlocal agreements that outline reasonable communication and coordination efforts among the department and the agencies. The chief of police and the Chancellor or designee shall review the memoranda of understanding at least once every year. The memoranda of understanding shall be approved by the Board.

Interlocal Agreement for Mutual Aid

While operating pursuant to an interlocal agreement for mutual aid or other support for another law enforcement agency, each College District police officer shall perform the duties and have the authorities set out in the agreement, including enforcing all laws within the other agency's jurisdiction.

Use of Force

The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department's general orders. The use of excessive force is expressly forbidden. Officers may use only the amount of force that is objectively reasonable and necessary under the circumstances to carry out a lawful duty, including making an arrest or detention, executing a lawful search, preventing escape, overcoming resistance, or protecting themselves or others from harm.

By Drone

The College District shall not use force by means of a drone.

High-Speed Pursuit

Officers shall not engage in high-speed chases in a motor vehicle when the immediate danger to the public or the officer created by the pursuit exceeds the immediate or potential danger presented by the offenders remaining at large. Guidelines for high-speed pursuits shall be addressed in the department's general orders. College District police officers shall make every reasonable effort to apprehend a fleeing suspect who has committed a felony and to respond to emergency calls quickly and safely. The pursuit or call response should never be carried to such an extent as to endanger the lives of the general public, suspect, or the officer. Pursuits shall not be initiated or continued on or off property owned or under the control of the College District unless a police supervisor approves such pursuit. Pursuits shall not be initiated for minor traffic violations or non-felonious crimes against property.

Body-Worn Cameras

A College District police officer shall use a body-worn camera only when performing official law enforcement duties for the College District and in accordance with the provisions of the College District police department's body-worn camera program. Each College District police officer shall receive training on the program, including proper use and operation of cameras. Any College District employee who has access to data from body-worn cameras shall receive training on storage, retention, and release of recordings.

Officer Training

All College District officers shall receive at least the minimum amount of continuing education required by TCOLE.

Medical and Psychological Examinations

For provisions regarding the fitness-for-duty examination of a peace officer or telecommunicator, see DBB.

Leave

For provisions regarding mental health leave for peace officers and telecommunicators and quarantine leave for peace officers, see DEC.

Complaints

The College District is committed to maintaining public trust by ensuring that complaints of misconduct against sworn peace officers and police telecommunicators are handled fairly, impartially, and timely. The Chancellor or designee will implement a written investigation procedure [CGF Regulation] that conforms to state and federal law and Texas Commission on Law Enforcement (TCOLE) requirements.

Employment complaints. This policy is intended to address complaints of misconduct or impropriety by peace officers and telecommunicators. It is not a vehicle to address routine corrective action by a supervisor. Corrective action, counseling, coaching, and mentoring are primary duties of a supervisor and are not considered complaints subject to this policy. Employment-related concerns submitted by Police Department employees regarding matters such as compensation, promotions, schedules, working conditions, workplace conflict, performance evaluations, assignments, reprimands, and/or disciplinary actions will be addressed in accordance with Policy DGBA and other applicable personnel policies and procedures of the College. Employee harassment and discrimination complaints will be addressed in accordance with Policy DIAA or DIAB as may be applicable.

Complaints must be in writing. Complaints against a College District police officer or telecommunicator shall be in writing on a form provided by the College District and shall be signed by the person making the complaint. In accordance with law, the College District

shall provide ~~to the police officer~~ a copy of the complaint to the officer who is the subject of a complaint within a reasonable timeframe after it is received. [See Complaint Against Peace Officer at CGFA(LEGAL)]

Complaints against ~~a College District police officer~~ *the chief of police*. Complaints against the chief of police shall be ~~filed and addressed~~submitted in ~~accordance with DGBA, including the provisions relating Other Complaint Processes and HCC Police Department General Orders Grievance Procedure.~~

~~Appeals regarding this complaint process~~writing to the Chancellor or the Chancellor's designee, who shall ~~be filed in accordance with DGBA, FLD (beginning at Level 4), or GB (beginning at Level 4), as~~appoint an appropriate~~.~~

~~Misconduct Investigations~~

~~For provisions regarding~~, impartial investigator to conduct the investigation ~~of allegations of misconduct by peace officers and telecommunicators, see DH~~.

Impartial investigation. Complaints under this policy will be investigated by an impartial supervisor or investigator who was not involved in the incident. A completed investigation report will describe each allegation of misconduct, the investigative findings, including whether sustained or not sustained, and the final disposition of each allegation.

If an officer or telecommunicator separates from the College District during the pendency of an investigation of misconduct, the College District must complete the investigation and submit a summary report to the Chancellor, chief of police, and TCOLE regardless of the findings.

Personnel Files

For provisions regarding personnel files maintained with respect to peace officers and telecommunicators, see DBA.

Department Regulations Manual

To carry out the provisions in this policy, the police department shall compile and maintain a manual that describes and sets forth operational procedures, rules, and regulations pertaining to the administration of police services. The chief of police and the Chancellor or designee shall review the manual annually and make any appropriate revisions.

Racial Profiling

The chief of police shall develop and implement regulations to ensure compliance with state law regarding racial profiling. Peace officers employed by the College District shall not initiate any law enforcement action based on an individual's race, ethnicity, or national origin. Pursuant to the Texas Code of Criminal Procedure, racial or ethnic profiling by College District peace officers is strictly prohibited.

Disciplinary Action

College District police officers are subject to College District policy. A police officer who violates College District policy ~~or~~, department rules or regulations, or state or federal law shall be subject to disciplinary action, including but not limited to, suspension with or without pay, reprimand, or termination.

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
D.	**Approval of CAK (LOCAL) Appropriations and Revenue Sources: Investments**	**Dr. Margaret Ford Fisher Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Uchena Spencer**

RECOMMENDATION

Approve CAK (LOCAL) as set forth in the attached policy.

COMPELLING REASON AND BACKGROUND

In accordance with CAK(LEGAL) and the Public Funds Investment Act (Chapter 2256, Texas Government Code), the Board of Trustees is required to review the College's Investment Policy and investment strategies at least annually.

The Board of Trustees last reviewed the Investment Policy on December 3, 2025. The Public Funds Investment Act has not been amended since that review. As the Texas Legislature is scheduled to convene in 2027, the College will continue to monitor for any legislative changes to the Act that may require revisions to the Investment Policy. Accordingly, no changes are proposed to the current policy at this time.

FISCAL IMPACT

Provide safety of principal, liquidity, and a reasonable return on our investments in prevailing economic and investment environments.

LEGAL REQUIREMENT

The Texas Government Code, Chapter 2256, Public Funds Investment Act, requires the governing body of an investing entity to review its written investment policy and strategies not less than annually.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
CAK(LOCAL) Policy	10/7/2026	Attachment

This item is applicable to the following: District

Purpose

The purpose of this investment policy (the policy) is to comply with Chapter 2256 of the Texas Government Code, also known as the Public Funds Investment Act (the Act), which requires that the College District annually adopt a written investment policy for the investment of its funds and funds under its control. This document sets forth specific investment policies and strategy guidelines for the College District in order to achieve the goals of ensuring the preservation and safety of principal, maintaining adequate liquidity (including considerations of marketability of investments), proper diversification of investments, maintaining public trust for all investment activities, and achieving the best allowable yield commensurate with the risk criteria of this policy.

Policy

The College District shall invest its funds in a manner that provides optimal security and a reasonable rate of return while meeting daily cash flow demands. Effective cash management is recognized as essential to good fiscal management. An active cash management and investment policy shall be pursued to take advantage of investment interest as a viable and material source of revenue. The College District's portfolio shall be designed and managed in a manner intended to optimize this revenue source, to maintain the public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the following primary objectives:

1. Safety and preservation of principal;
2. Maintenance of sufficient liquidity to meet operating needs;
3. Maintaining public trust by following prudent investment activities; and
4. Risk-commensurate yield on the portfolio, including considerations of diversification, maturity and quality.

Investment Strategy

The College District shall maintain a portfolio that utilizes specific investment strategies designed to address the unique characteristics of the fund groups represented in the portfolio. A comprehensive and proactive cash management program shall be maintained to monitor and control all funds, to the extent possible, to have cash invested and not idle, and to yield a risk-commensurate rate of return. The investment strategy is to minimize credit risk, properly diversity, and actively manage maturities. In order to avoid selling an investment prior to maturity, thereby exposing the College District to the risk of principal due to interest rate increases (market risk), investment maturities shall not exceed the antici-

pated cash flow requirements of the respective funds. The composite portfolio shall have a dollar weighted average maturity of two years or less. The management of maturities is accomplished by laddering the maturity dates of investments (longer-term maturities shall be purchased to enhance yield, while shorter-term maturities shall be purchased to cover cash flow needs). The allowable investment instruments, as defined at Authorized Investments, below, reflect the avoidance of credit risk. Diversification is accomplished by allocating investments among a variety of alternatives and maturities.

Authorized Investments

The list of investments authorized by this policy intentionally excludes some investments allowed by state law. The restrictions limit possible credit risk and provide the conservatively appropriate measure of safety. Within the investment objectives, the investment strategy is to utilize authorized investments for maximum advantage to the College District.

General Portfolio Strategy

The general portfolio strategy for the aggregate portfolio is to increase the interest earnings for funds identified as being available for investment over longer periods of time while also meeting cash requirements projections.

Investment Pools and Mutual Funds

Satisfying liquidity requirements through the use of financial institution deposits, local government investment pools, and money market mutual funds shall be considered. An investment pool or money market mutual fund invests funds jointly on behalf of its participants. Because funds are usually available from investment pools and money market mutual funds on a same-day basis, these pools or funds have a high degree of liquidity. The College District shall prudently select investment pools and money market mutual funds that are able to efficiently invest in a variety of investment types.

Laddered Investments

Building a laddered structure of investments with staggered maturities for all or part of the longer-term investable funds shall also be considered. The benefits of this laddered approach include the following:

1. It is straight-forward and easily understood;
2. It is a prudent diversification method;
3. It maintains investments within the approved maturity horizon;
4. It helps minimize the impact of volatile interest rates;

5. It will typically allow the College District to capture a reasonable portion of the yield curve; and

6. It provides predictable cash flow with scheduled maturities and reinvestment opportunities.

Investment Adviser

Pursuant to the Act, the College District may, at its discretion and with Board approval, contract with an investment management firm registered under the Investment Advisers Act of 1940 or with the State Securities Board to provide for investment and management of public funds received by the College District subject to investment restrictions.

An appointed investment adviser shall act solely in an advisory and administrative capacity, within the guidelines of this policy. At no time shall the adviser take possession of investments or funds or otherwise be granted authority to transact business on behalf of the College District. Any contract awarded by the College District for investment advisory services shall be approved by the Board and shall not exceed the then maximum term allowed by law (currently two years), with an option to extend by mutual consent of both parties, upon Board approval.

Any investment adviser engaged by the College District shall give investment advice with the judgment and care, under circumstances then prevailing, that persons paid for their special prudence, discretion, and intelligence in such matters exercise in the management of their client's affairs, not for speculation by the client or production of fee income by the adviser or broker, but for investment by the client with emphasis on the probable safety of capital while considering the probable income to be derived.

Before the College District enters into a contract with an outside investment advisor, it shall adopt ethics and disclosure standards pursuant to Chapter 2263 of the Texas Government Code.

Liquidity and Maturity

The strategy of the College District shall be to maintain sufficient liquidity in its portfolio so that it does not need to sell or liquidate an investment prior to maturity. However, the primary investment advisers shall have the authority to sell or liquidate an investment prior to maturity for less than the then current book value, if necessary.

Specific Investment Strategy

The specific investment strategies for the College District fund or fund groups shall utilize five strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios. All authorized investments shall be suitable and

permitted for each fund-type strategy, and marketability shall be managed by maturity limitations.

Operating and Pooled Funds — Investment strategies for operating funds and pooled funds containing operating funds shall have as their primary objective to ensure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective shall be to create a portfolio structure that shall experience minimal volatility during economic cycles through diversification by investment type, maturity date, and obligor.

Debt Service Funds — Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover debt service obligations on the various required payment dates. These funds shall be invested to meet scheduled debt payment schedules. Investments shall not have stated final maturity dates that exceed the next unfunded debt service payment date for which such investments are designated. Alternatively, funds can be maintained in shorter-term investments to be available for scheduled debt service payments. Additionally, debt service funds shall be invested according to the restrictions and/or requirements of the related bond covenants.

Bond and Debt Service Reserve Funds — Investment strategies for bond funds and debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream for the related debt service fund with a low degree of interest rate volatility or market volatility or both. Managing the debt service reserve fund's portfolio maturities to not exceed the call provisions of the related bond issue reduces the investment's market risk if the College District's bonds are called and the reserve fund liquidated. Except as may be required by a specific bond order, resolution or trust indenture, investments shall be of high quality, with short-to-medium term maturities. No investment maturity shall exceed the final maturity of the related bond issue. Additionally, bond and debt service reserve funds shall be invested according to the restrictions and/or requirements of the related bond covenants.

Special Projects or Capital Project Funds — Investment strategies for special project or capital project funds shall have as their primary objective to ensure that anticipated cash flows are matched with adequate investment liquidity. Market conditions and arbitrage regulations, if any, shall influence the investment of capital project funds. To the extent market conditions and federal income tax law allow, achieving a positive spread to applicable arbitrage yield shall be the desired objective for bond

proceeds; although at no time shall the anticipated expenditure schedule be exceeded in an attempt to increase yield.

Scope

This policy shall govern the investment of all financial assets considered to be part of the College District and includes all funds or fund types as described in the College District's audited financial report and any other funds that have been contractually delegated to the College District for management purposes. The College District shall add or delete funds as required by law or for proper accounting procedures. This policy does not include funds governed by approved trust agreements or assets administered for the benefit of the College District by outside agencies under retirement or deferred compensation programs. Additionally, bond funds (including debt service and reserve funds) are governed by related bond orders, resolutions and trust indentures and might be subject to the provisions of the Internal Revenue Code and applicable federal regulations governing the investment of bond proceeds.

Investment Objectives

The College District shall manage and invest its cash with four primary objectives as identified in the Policy section above. The safety of the principal invested shall always remain the primary objective. All investments shall be designed and managed in a manner to maintain public trust and consistent with all applicable state and federal statutes, this policy, and any other approved, written administrative procedures.

The College District shall maintain a comprehensive cash management program that includes prompt collection of accounts receivable, processing vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing funds in order to ensure maximum cash availability and optimal yield on short-term investment of pooled idle cash.

The four objectives of the College District's investment activities shall be as follows, in order of importance:

1. Safety and–Preservation of Principal - Safety of principal invested shall be the foremost objective in the investment decisions of the College District. Each investment transaction shall seek to ensure the preservation of capital. The risk of loss shall be controlled by portfolio diversification and by investing only in authorized investments as defined in this policy, by qualifying the financial institutions with whom the College District transacts. Safety is defined as the undiminished return of the principal of the College District's investments.

2. Liquidity – The College District's investment portfolio shall remain sufficiently liquid to meet all reasonably anticipated operating and debt service requirements by structuring the portfolio so that investments mature concurrently with reasonably anticipated cash needs. Because all possible cash demands cannot be anticipated, a reasonable portion of the portfolio shall also be placed in investment options that offer same-day liquidity for short-term funds.

3. Public Trust – All participants in the College District's investment program shall act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might involve an actual or appearance of a conflict of interest or otherwise impair public confidence in the College District's ability to govern effectively. All personnel of the College District having either a direct or indirect role in the process of investing idle funds shall act responsibly as custodians of the public trust.

4. Yield – The College District's investment portfolio shall be designed with the objective of attaining a risk-commensurate rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and liquidity needs. Return on investment is of secondary importance to the safety of principal and liquidity objectives described above. The core of investments is limited to relatively low-risk instruments in exchange for a fair return relative to the risk being assumed.

Investment Responsibility and Control

The authority for investing funds rests with the Board. As provided in this policy, the daily operation and management of the College District's investments are delegated to the following persons. These individuals shall be qualified and capable of making investment decisions.

Investment Officer Designation

The Board delegates the authority to invest the College District funds to the senior vice chancellor of finance and administration, the associate vice chancellor of finance and accounting, and the executive director of finance and treasury. Therefore, the senior vice chancellor of finance and administration, the associate vice chancellor of finance and accounting, and the executive director of finance and treasury shall be the "primary investment officers" for the College District and are authorized to deposit, withdraw, invest, transfer, or manage in any other manner the funds of the College District. All persons involved in investment activities, but not offi-

cially designated as investment officers, shall be referred to in this policy as “investment personnel.”

No persons may engage in an investment activity except as provided under the terms of this policy and the procedures established by the primary investment officers. The primary investment officers shall be responsible for executing all transactions undertaken and shall establish a system of controls to regulate the activities of investment personnel. The system of controls shall be designed to provide reasonable assurance that the assets of the College District are protected from loss, theft, or misuse. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and the valuation of costs and benefits requires estimates and judgments by the primary investment officers.

The primary investment officers for the College District shall be responsible for investment decisions and activities under the direction of the Board. The executive director of finance and treasury is responsible for daily investment decisions and activities. However, ultimate responsibility for investment decisions shall rest with the vice chancellor of finance and administration. Commitment of financial and staffing resources in order to maximize total return through active portfolio management shall be the responsibility of the Board.

Prudence

The standard of care to be applied by a primary investment officer shall be the "prudent person" rule, which states, "investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived." In determining whether a primary investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the following:

1. The investment of all funds over which the investment officer had responsibility rather than a consideration as to the prudence of a single investment; and
2. Consistency with the written investment policies and procedures of the College District.

Due Diligence

A primary investment officer acting in accordance with the College District’s written policies and procedures and exercising due dili-

gence shall not be held personally responsible for a specific investment's yield or market price changes due to credit risk or market risk. All investment officers and personnel involved in investment activities shall be bonded.

Ethical Standards and Conflicts of Interests

All College District primary investment officers and investment personnel having a direct or indirect role in the investment of the College District funds shall act as custodians of the public trust avoiding any transaction that might involve a conflict of interest, the appearance of a conflict of interest, or any activity that might otherwise discourage public confidence. Primary investment officers and investment personnel involved in the investment process shall refrain from any personal business activity that could be reasonably foreseen to conflict with proper execution of the investment program or that could be reasonably foreseen to impair the ability to make impartial investment decisions.

A primary investment officer who has a personal business relationship with a financial institution or with any entity seeking to sell an investment to the College District shall file a statement with the Texas Ethics Commission and the Board disclosing that personal business interest. Primary investment officers shall disclose any material interests in financial institutions with which they conduct business on behalf of the College District. They shall further disclose any personal financial/investment positions that could be reasonably be considered to relate to the performance of the College District's investment portfolio. Primary investment officers and investment personnel shall refrain from undertaking personal investment transactions with any individual with whom business is conducted on behalf of the College District.

A primary investment officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the College District shall file a statement disclosing that relationship. A statement required under this subsection shall be filed with the Texas Ethics Commission and the Board.

Training

Each member of the Board shall attend at least one training session provided by the Texas Higher Education Coordinating Board related to the person's responsibilities under the Act within six months after taking office. The training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Act.

In order to ensure qualified and capable investment management, the primary investment officers shall attend a training session con-

taining at least ten hours of instruction relating to the officers' responsibilities under the Act within six months after assuming duties and prepare a report thereon to the Board not later than the 180th day after the last day of each regular legislative session. The training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Act. In addition, the primary investment officers shall attend an investment training session containing at least eight hours of instruction not less once each two-year period beginning on the first day of the District's fiscal year The investment training sessions shall be provided by one of the following approved training sources:

1. The Texas Higher Education Coordinating Board;
2. The American Institute of Certified Public Accountants;
3. The Association of Governmental Accountants;
4. The International City/County Management Association;
5. The Council of Governments;
6. The Texas Society of Certified Public Accountants;
7. The Texas State Board of Public Accountancy;
8. The Government Finance Officers Association;
9. The Government Finance Officers Association of Texas;
10. The Government Treasurers' Organization of Texas;
11. The Texas Municipal League;
12. The Government Investment Officers Association;
13. The Texas State University of San Marcos;
14. The Texas Association of Community College Business Officers (TACCBO); and
15. The University of North Texas Center for Public Management.

Internal Controls

The primary investment officers shall establish a system of internal controls. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. The College District's independent external auditors, in conjunction with their annual financial audit, shall perform a compliance audit of management controls and ad-

herence to the College District's established investment policy. The internal controls shall address the following points:

1. Avoidance of collusion;
2. Separation of transaction authority between accounting and recordkeeping;
3. Custodial safekeeping;
4. Clear delegation of authority to subordinate staff members; and
5. Written confirmation for telephone (voice) transactions for investment and wire transfers.

Authorized Investments

Safety of principal shall be the primary objective in investing College District funds and shall be accomplished by limiting two types of risk: credit risk and interest rate risk. Credit risk is the risk associated with the financial failure of an investment obligor or guarantor. Interest rate risk is the risk that the value of a portfolio might decline due to an increase in the prevailing level of interest rates at any time. In order to provide for safety of principal as the College District's primary objective, only certain investments shall be authorized as acceptable investments for the College District. The College District shall not be required to liquidate investments that were authorized investments at the time of purchase. The following list of authorized investments for the College District intentionally excludes some investments authorized by law. These restrictions are placed in order to limit risk and provide a conservative and appropriate measure of safety for the College District funds.

Authorized and Acceptable Investments

Obligations of or guaranteed by governmental entities, limited to the following, as authorized by Section 2256.009(a) of the Public Funds Investment Act:

1. Obligations of the United States or its agencies and instrumentalities, including the Federal Home Loan Bank and letters of credit issued by U.S. agencies;
2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States, with the exception of those excluded at Unauthorized Investment Instruments below;

4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States; and

5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.

Financial Institution Deposits

Financial institution deposits (a deposit issued by, or placed with, a depository institution that has its main office or a branch office in this state), and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;

2. Secured by obligations that are described by the Public Funds Collateral Act (Chapter 2257, Texas Government Code) and are eligible under this policy; and

3. Collateralized in accordance with Market Value of Collateral, as described below.

In addition to the above provisions, the College District may invest in certificates of deposit through a broker or depository institution that has its main office or a state branch office and is selected as required by the Act. The broker or depository institution shall arrange for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the College District. The full amount of the principal and accrued interest of each of the certificates of deposit shall be insured by the United States or an instrumentality of the United States.

The College District shall appoint an independent custodian qualified under the Act for the College District with respect to the certificates of deposit and require delivery versus payment settlement, when applicable.

Eligible Local Government Investment Pools

Eligible local government investment pools (public funds investment pools that invest in instruments and follow practices allowed by the current law, as defined in the Act), provided that an investment pool shall:

1. Be authorized by the Board;
2. Have an advisory board as specified in the Act;
3. Have furnished the investment officer an offering circular or other disclosure document containing the information required by Section 2256.016(b) of the Act;
4. Furnish the investment officer investment transaction confirmations with respect to all investments made with it;
5. Furnish to the investment officer monthly reports containing the information required in the Act;
6. Be continuously rated no lower than “AAA” or “AAA-m” or an equivalent rating by at least one nationally recognized rating service;
7. Mark its portfolio to market daily;
8. Be compliant with all requirements of the Act; and
9. Have an investment philosophy and strategy consistent with this policy.

Repurchase Agreements

Repurchase agreements with a defined termination date, and secured by a combination of cash and obligations of the United States or its agencies and instrumentalities and meeting the following qualifications:

1. The repurchase agreement shall be placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state.
2. The underlying collateral shall be pledged to the College District, held in an account in the name of the College District, and deposited at the time the investment is made with the College District’s custodial (safekeeping) agent.
3. A written repurchase agreement between the College District and its trading partner shall be executed.
4. Repurchase agreement transactions shall be settled on a delivery versus payment basis.
5. Securities pledged as collateral for repurchase agreements shall have a market value greater than or equal to 102 percent of the outstanding principal amount of plus accrued interest on the agreement at all times.

Regulated No-Load Money Market Mutual Funds

Regulated no-load money market mutual funds that meet the following qualifications:

1. The money market mutual fund is registered with and regulated by the Securities and Exchange Commission (SEC);
2. The fund provides the College District with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940;
3. The investment objectives include the maintenance of a stable net asset value of $1.0000 per share; and
4. The fund is continuously rated no lower than "AAA" or an equivalent rating by at least one nationally recognized rating service.

The College District shall not invest funds under its control in an amount that exceeds 10 percent of the total assets of any individual money market mutual fund.

Regulated No-Load Mutual Funds

Regulated no-load mutual funds that meet the following qualifications:

1. The mutual fund is registered with the SEC;
2. Has an average weighted maturity of less than two years; and
3. Either has a duration of one year or more and is invested exclusively in obligations approved by the Act or has a duration of less than one year and the portfolio is limited to investment grade securities, excluding asset-backed securities.

The College District shall not invest funds under its control in an amount that exceeds 15 percent of the total monthly average fund balance, excluding bond proceeds, reserves, and debt service funds. In accordance with the Act, the College District shall not invest any proceeds of bond issuances, bond reserve funds, or funds held for debt service in a mutual fund described in this section. The College District shall not invest funds under its control in an amount that exceeds 10 percent of the total assets of any individual mutual fund.

Securities Lending Programs

The securities lending program shall be an authorized investment by complying with Section 2256.0115 of the Act.

Unauthorized Investment Instruments

Specifically unauthorized investment instruments include:

1. Obligations whose payments represent the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
4. Collateralized mortgage obligations, the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Credit Rating Review and Effect of Loss

Not less than quarterly, the investment officers shall obtain the current credit rating for each held investment that is required to maintain a minimum credit rating from a reliable source to ensure that each investment has maintained the required minimum rating. The primary investment officers shall take all prudent measures that are consistent with this policy to liquidate an investment that is downgraded below the required minimum rating.

Diversification

Diversification of investment instruments shall be utilized to avoid incurring unreasonable risks resulting from overconcentration of investments in a specific maturity, issue, or class of investments. With the exception of federal securities, as authorized in this policy, fully collateralized financial institution deposits, and authorized local government investment pools, no more than 50 percent of the total investment portfolio shall be invested in any one security type. Diversification of the portfolio considers diversification by maturity dates and diversification by investment instrument.

Maturities

The longer the maturity of investments the greater their price volatility. Therefore, it is the College District's policy to concentrate its investment portfolio in shorter-term investments in order to limit principal risks caused by increases in interest rates. The College District shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the College District operating funds shall not directly invest in instruments maturing more than three years from the date of purchase. However, the above-described obligations, certificates, or agreements may be collateralized using instruments with longer maturities. Maturity scheduling shall be managed by the primary investment offi-

cers so that maturities of investments shall be timed to coincide with projected cash flow needs.

The entire College District portfolio, including funds at the College District's primary depository bank, shall comprise one pooled fund group, and the maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio is two years or less. Investment maturities for debt service interest and sinking funds and/or other types of reserve funds whose use is longer term may not exceed the earlier of 10 years or the maturity date of the applicable bond issue.

Investment Instrument

The College District shall diversify the use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions, or maturities. Diversification by investment instrument shall not exceed the following guidelines for each type of instrument:

Percentage of Portfolio (Maximum at Time of Purchase)	
U.S. Treasury Obligations	100%
U.S. Gov't Agency Securities and Instrumentalities	80%
U.S. Agency Step-Up Options	10%
Authorized Local Gov't Investment Pools	100%
Fully Collateralized Financial Institution Deposits	100%
Fully Collateralized Repurchase Agreements	10%
SEC-Regulated No-Load Money Market Mutual Funds	50%
SEC-Regulated No-Load Mutual Funds (excluding bond funds)	15%
Obligation of States, Agencies, Counties, Cities, and Other Governmental Entities	20%

Authorized Brokers, Dealers, and Financial Institutions

Financial institutions (federally insured banks) with and through whom the College District invests shall be state or national banks. No public deposit shall be made except in a qualified public depository authorized by state law. Broker/dealers authorized to provide investment services to the College District shall be reviewed and approved annually by the Board. All primary banking services shall

be governed by a depository contract awarded by the Board. In addition, the primary investment officers shall maintain a list of investment pools that are authorized by the Board.

All local government investment pools and discretionary investment management firms ("business organizations") shall be required to provide a certification of having read the College District's investment policy, signed by a qualified representative of the business organization, acknowledging that the business organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the College District and the organization.

The College District shall supply a copy of the currently approved investment policy to any broker/dealer or financial institution with whom it transacts investment business and will request acknowledgment of receipt of the document from the broker/dealer or financial institution. This best practice procedure will ensure that the broker/dealer or financial institution is aware of the current investment policy parameters.

Sellers of Investments

Prior to handling investments on behalf of the College District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law.

Representatives of brokers/dealers and representatives with distributors of investment pools shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA). Distributors of investment pools shall also be registered in good standing with the Municipal Securities Rulemaking Board (MSRB).

Selection Criteria

Selection criteria for federally insured financial institutions shall include the following:

1. The financial institution shall be insured by the FDIC;
2. The financial institution shall be incorporated under the laws of this state or of the United States of America; and
3. The financial institution shall be eligible under state law.

Delivery Versus Payment

All of the College District's security transactions shall be conducted on a delivery versus payment basis through the Federal Reserve System or other appropriate settlement system. By doing this, the College District funds shall not be released until the College District has received the securities purchased. The College District shall release funds only after the safekeeping bank has received the purchased security in the safekeeping account of the College District.

Safekeeping

All securities owned by the College District shall be held by its third-party Safekeeping Agent. Collateral for financial institution deposits shall be held in a Federal Reserve Bank, a Federal Home Loan Bank, or other custodial institution acceptable to the College District in an account in the College District's name. Original safekeeping receipts shall be obtained and held by the College District. The College District shall contract with a bank or banks for the safekeeping of securities either owned by the College District as part of its investment portfolio or held as collateral to secure financial institution deposits.

Collateralization

Consistent with the requirements of Chapter 2257, Texas Government Code, the Public Funds Collateral Act, the College District shall require full collateralization of non-insured College District funds on deposit with a permitted institution. The College District will accept any collateral permitted by the Public Funds Collateral Act or other state law but, reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards those deposits.

The custodial agreement, with the Federal Reserve Bank, Federal Loan Home Bank or third-party custodian, shall specify the investment securities acceptable as collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. The agreement shall clearly state that the custodian is instructed to release purchased and collateral securities to the College District in the event the College District has determined that the financial institution has failed to pay on any matured deposit or has determined, in its sole discretion, that the funds of the College District are in jeopardy for any reason, including involuntary closure or change of ownership. A clearly marked pledge receipt shall be supplied to and retained by the College District. Any release of collateral or substitution of securities shall be approved by the primary investment officer and then reported to the College District.

The College District may accept irrevocable letters of credit issued by the Federal Home Loan Bank as collateral. The value of the letter of credit must equal 100 percent of the principal plus the aggregate amount of accrued interest to be paid on the letter of credit until maturity.

Market Value of Collateral

For certificates of deposit and other evidence of deposit, the market value of securities pledged as collateral shall always equal or exceed 102 percent or 110 percent in the case of declining principal balances of the principal plus accrued interest of deposits at financial institutions. Irrevocable letters of credit issued by the Federal Home Loan Bank must equal 100 percent of principal and anticipated accrued interest on deposits at financial institutions.

Pledged Collateral Listing

Financial institutions with whom the College District invests or maintains other deposits shall require the custodian to provide monthly, and more often as requested by the primary investment officers, a listing of the collateral pledged to the College District, marked to current market prices (if available). The listing shall include total pledged securities itemized by name, type, description, CUSIP, par value, current market value, maturity date, and the credit rating, if applicable. The financial institution shall have the sole responsibility for ensuring that the collateral is sufficient.

Collateralized Deposits

Consistent with the requirements of state law, the College District shall require all financial institution deposits to be federally insured or collateralized. Financial institutions serving as the College District's depositories shall be required to sign a depository agreement with the College District meeting the following criteria:

1. The agreement shall be in writing;
2. The agreement shall be executed by the depository and the College District contemporaneously with the acquisition of the security or other collateral;
3. The agreement shall be approved by the Board of Directors or the Designated Committee of the depository, and a copy of the meeting minutes shall be delivered to the College District; and
4. The agreement shall be part of the depository's official record continuously upon and after its execution.

The collateralized deposit portion of the agreement shall define the College District's rights to the collateral in the event of default,

bankruptcy, or closing, shall establish a perfected security interest in compliance with federal and state regulations.

Competitive Environment

The College District requires a competitive environment for all individual security purchases and sales, financial institution time deposit and transaction accounts, and money market mutual fund and local government investment pool selections. The vice chancellor of finance and administration shall develop and maintain procedures for ensuring a competitive environment for the investment of the College District's funds.

The College District recognizes that a competitive quote process is not always in the best interest of the College District when market conditions are changing rapidly or a specific type of security, maturity date, or rate of return is sought that might not be easily available.

Performance

The College District's investment portfolio shall be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective to obtain a market rate of return on investments commensurate with investment risk constraints and cash flow requirements of the College District. The dollar-weighted average yield to maturity shall be the standard for calculating portfolio rate of return.

Reporting

The primary investment officers shall submit a signed monthly investment report that complies with the Act, summarizes the investment strategies employed in the most recent month, and describes the portfolio in terms of investment instruments, maturities, risk characteristics, and total investment return for the month.

Compliance Audit

The independent auditor will perform an audit of the investment reports in compliance with the Public Funds Investment Act and report the results to the Board annually and to the state auditor not later than January 1 of each even-numbered year.

Methods

The monthly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the past month. This management summary shall be prepared in a manner, which shall allow the College District to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report shall be provided to the Board and shall include the following:

1. A listing of individual instruments held at the end of the reporting period. This list shall include the name of the fund or

pooled group fund for which each individual investment was acquired;

2. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of instruments for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from which the security was purchased;

3. Fully accrued interest for the reporting period;

4. Listing of investments by maturity date;

5. The percentage of the total portfolio that each type of investment represents; and

6. Statement of compliance of the College District's investment portfolio with state law and the investment strategy and policy approved by the Board.

Investment Policy Amendment and Adoption

The College District's investment policy shall be adopted by resolution of the Board. The College District shall comply with state law and regulations. The College District's written policies and procedures for investments are subject to review not less than annually to stay current with changing laws, regulations, and the needs of the College District. The Board shall adopt a written instrument that says it has reviewed the investment policy and investment strategies and the written resolution, so adopted, shall record any changes made to the investment policy or strategies.

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
E.	**Approval of Proposed Revisions to CDB (LOCAL) - Accounting: Inventories**	**Dr. Margaret Ford Fisher** **Dr. Nicole Montgomery** **Dr. Melissa Mihalick** **Robert McCraken** **Dr. Uchena Spencer**

RECOMMENDATION

Approve CDB (LOCAL) as set forth in the attached policy.

COMPELLING REASON AND BACKGROUND

The Administration is recommending an increase of the capitalization threshold to $10,000 to reduce administrative burden. The current capitalization threshold for purposes of classifying individual capital assets is $5,000.

The recommended revision is consistent with the *Budget Requirements and Annual Financial Reporting Requirements for Texas Public Community Colleges, Fiscal Year 2025*. It allows community colleges to establish their own capitalization thresholds for assets.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
CDB (LOCAL)	10/20/2026	Attachment

This item is applicable to the following: District

Capitalization Threshold

The capitalization threshold for purposes of classifying individual capital assets shall be ~~$5,000~~$10,000.

The Chancellor or designee shall determine the capitalization threshold for a group of assets, the individual cost of which does not exceed the capitalization threshold above but for which the cost in the aggregate is significant.

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
F.	**Approval of FDA (LOCAL) - Tuition and Fees: Residency**	**Dr. Margaret Ford Fisher** **Dr. Nicole Montgomery** **Dr. Melissa Mihalick** **Dr. Uchena Spencer**

RECOMMENDATION

Approve FDA (LOCAL) as set forth in the attached policy.

COMPELLING REASON AND BACKGROUND

The Texas Higher Education Coordinating Board has adopted rules regarding residency determinations. TASB has issued proposed model language for FDA(LOCAL) to align with these rules, including updates regarding the role of the Residence Status Determination Official to reflect the newly adopted requirements.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
FDA (LOCAL)_new	10/7/2026	Attachment

This item is applicable to the following: District

Residence Status Determination Official

The Board shall designate a residence status determination official for the College District. The legal residence of each applicant, for tuition purposes, shall be determined by the residence status determination official in accordance with procedures adopted for that purpose to comply with state law.

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
G.	**Approval of Proposed Revisions to FFDA (LOCAL) Freedom from Discrimination, Harassment, and Retaliation: Sex and Sexual Violence**	**Dr. Maragret Ford Fischer Dr. Nicole Montgomery Dr. Melissa Mihalick Dr. Uchena Spencer**

RECOMMENDATION

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

COMPELLING REASON AND BACKGROUND

FFDA(LOCAL) is HCC's comprehensive student policy addressing sexual harassment and sex discrimination. It establishes a complaint process for claims covered by federal Title IX regulations and a separate process for claims that fall outside the scope of those regulations. Section 51.292(f) of the Texas Education Code requires the Board of Trustees to review and approve its policy addressing sexual harassment, sexual assault, dating violence, and stalking at least once every two years, as necessary.

The proposed amendments to FFDA(LOCAL) update definitions and clarify the two student complaint procedures. They also streamline certain procedures to promote more timely complaint resolution while maintaining a fair and equitable process. Additionally, the amendments expand and clarify protections against sex discrimination, including discrimination based on pregnancy and parenting status.

LEGAL REQUIREMENT

Texas Education Code § 51.282(f)

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/21/2026	Attachment
Flow Chart - FFDA (LOCAL)	10/21/2026	Attachment
FFDA (LOCAL)	10/7/2026	Attachment

This item is applicable to the following: District

PROPOSED AMENDMENTS TO FFDA (LOCAL)

FFDA (Local) – Sex Discrimination, Sex Harassment, and Related Conduct

- FFDA is HCC's **primary grievance policy** for addressing sex discrimination, sexual harassment, and sexual violence, including sexual assault and dating violence.

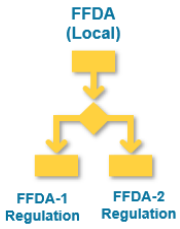
- **Background:** The previous policy was adopted during a short timeframe in the summer of 2020 to implement new regulations under Title IX. The regulations required immediate adoption of new definitions and processes for harassment claims that fall under Title IX. Because the Title IX rules differ from Texas law, institutions were compelled to create two separate complaint tracks, one for Title IX Sexual Harassment claims and one for other types of claims.

- After operating under FFDA for six years, the Administration has identified areas where processes and policy language can be streamlined or clarified. Objectives include making it easier for students and others to navigate the different procedures and to promote swift and equitable resolution of complaints.



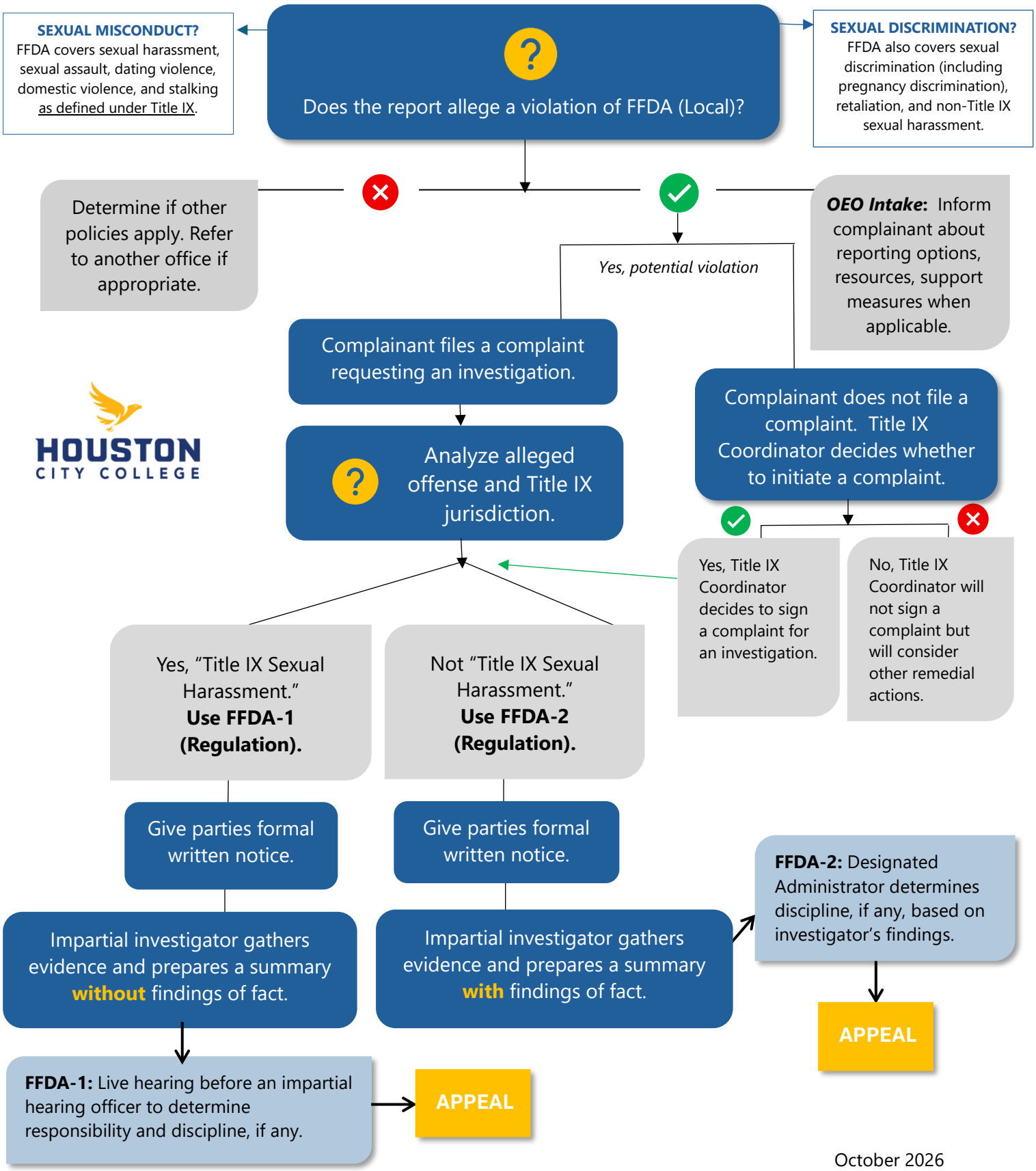
- **Policy amendments include:**

  - Expands the definitions of "consent" and "incapacitation" so that they are consistent with definitions in other policies and industry practice.
  - Creates a definition of "other sexually inappropriate conduct," which is conduct that may result in discipline even if it does not satisfy the strict legal requirements under Title IX regulations.
  - Expands guidance on HCC's obligations when a student reports wrongdoing but does not want an investigation.
  - Expands guidance on handling non-harassment claims, including claims based on *sexual discrimination*. Clarifies that the definition of sexual discrimination includes disparate treatment and discrimination based on pregnancy or marital/parenting status.
  - Clarifies that some procedures apply only to complaints that qualify as Title IX Sexual Harassment. This should increase the efficient handling of complaints that do not involve Title IX Sexual Harassment.
  - Clarifies the intake and evaluation process to ensure that complaints are properly routed.
    - Under FFDA (Local), the detailed procedures for Title IX Sexual Harassment claims are addressed in FFDA-1 (Regulation), and all other claims (including sexual discrimination) are addressed in FFDA-2 (Regulation).
  - Clarifies that Chancellor or designee will review cases involving respondents who are full-time faculty.



October 2026

Policy FFDA (Local) - General Overview
Student Complaints - Sexual Discrimination and Sexual Harassment



October 2026

Note: This policy addresses student complaints of sex and ~~and~~ gender discrimination, ~~to~~ including~~e~~ gender identity and gender expression, sexual harassment, sexual assault, dating violence, domestic violence, stalking, and retaliation targeting students. Employee complaints are addressed in DIAA (LOCAL). Student complaints of discrimination and harassment based on legally protected categories other than sex (including race, national origin, disability, and religion) are addressed in FFDB (LOCAL). For additional legally referenced material relating to discrimination, harassment, and retaliation, see FA (LEGAL) and FAA (LEGAL). ~~For sex discrimination, sexual harassment, sexual assault, dating violence, domestic violence, stalking, and retaliation targeting employees, see DIAA.~~

Statement of Nondiscrimination

The College District prohibits discrimination, including harassment, against any student or prospective student on the basis of sex or gender in any educational program or activity operated by the College District. This policy also prohibits ~~R~~retaliation against any~~-~~one ~~involved~~ who participates in the complaint process~~. is a violation of College District policy and is prohibited.~~

~~All definitions are included in FFDA(REGULATION), and FFDA(LEGAL).~~

The prohibition on sex and gender discrimination encompasses discrimination on the basis of sex, sexual orientation, gender identity, and pregnancy and childbirth (including a past, past, current, or potential pregnancy and recovery from miscarriage, stillbirth, or termination of a pregnancy). In addition, this policy prohibits policies and practices regarding a student's parental, family, or marital status that treat the student differently on the basis of sex.

Definitions

~~Discrimination~~

~~As defined in this policy, discrimination against a student is defined as conduct directed at a student on the basis of sex or gender that adversely affects the student.~~

Consent

"Consent" means a voluntary, mutually understandable agreement that clearly indicates a willingness to engage in each instance of sexual activity. Consent to one act does not imply consent to another. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent can be withdrawn at any time. Any expression of an unwillingness to engage in any instance of sexual activity establishes a presumptive lack of consent.

Consent is not effective if it results from:

1. The use of physical force;
2. A threat of physical force;
3. Intimidation;
4. Coercion;
5. Incapacitation (including through the voluntary or involuntary ingestion of alcohol drugs, medication, or other substances that can impair alertness or decision-making; because of intellectual disability; because the person is unconscious or asleep; or because the person is physically restrained); ~~or~~
6. Legal incapacity due to age; or
~~6.~~7. Any other evidence that shows that the individual was temporarily incapable of exercising their own free will and/or of understanding or controlling their own conduct on the occasion in question. ~~factor that would eliminate an individual's ability to exercise the individual's own free will to choose whether or not to have sexual activity~~.

A current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent on a specific occasion. Even in the context of a relationship, there must be a voluntary, mutually understandable agreement that clearly indicates a willingness to engage in each instance of sexual activity.

A lack of consent may be established through evidence that the respondent misrepresented or concealed their true identity to the complainant.

The definition of consent for the crime of sexual assault in Texas can be found in Section 22.011(b) of the Texas Penal Code.

Sex Discrimination

In this policy, "~~S~~sex discrimination" encompasses acts of discrimination and acts of harassment. When used in this policy to describe sex discrimination~~ory act~~ that does not constitute harassment, the term "sex discrimination" refers to: ~~includes all forms of sexual and gender-based misconduct. Sex discrimination violates an individual's fundamental rights and personal dignity. The College District is committed to the principle that the working environment of its employees and the classroom environment for students should be free from inappropriate conduct of a sexual or gender-based nature (e.g., sex discrimination, sexual assault, sexual harassment, and sexual violence) by employees, students, or third parties. Sexual and gender-based misconduct is unprofessional, shall not be tolerated, and is expressly prohibited. Individuals who~~

~~engage in such conduct shall be subject to disciplinary action up to and including separation from the College District.~~

1. An adverse act or decision on the basis of sex that limits, denies, or interferes with a person's ability to participate in or benefit from the College District's education programs or activities;

2. "Disparate treatment," which refers to intentional acts that subject a person to different treatment based on their sex as compared to similarly situated students who are the opposite sex;

3. "Disparate impact" discrimination, which occurs when a facially neutral policy, rule, or practice has a disproportionate impact on students of a particular sex; or

~~1.~~4. Failure to provide a reasonable accommodation on the basis of a past, current, or potential pregnancy, childbirth, or related condition, including recovery from miscarriage, stillbirth, or termination of pregnancy. [See FAA for information on requesting accommodations.]

Sexual Harassment ~~*By an Employee*~~

Sexual harassment is a form of sex discrimination and includes harassment on the basis of sex, sex stereotypes, sex characteristics, pregnancy or related conditions, parental status, family status, marital status, sexual orientation, or gender identity. It includes acts constituting sexual assault, dating violence, domestic violence, or stalking. ~~of a student by a College District employee~~Sexual harassment violates this policy whether the alleged perpetrator is an employee, student, or a campus visitor.

Sexual harassment can be physical or verbal or conducted through visual images or electronic communications. It includes unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

~~1. A College District employee causes the student to believe that the student must submit to the conduct to participate in a college program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct ("quid pro quo" sexual harassment); or~~

~~The conduct is so severe, persistent, or pervasive that it limits or denies the student's ability to participate in or benefit from the College District's educational program or activities.~~

1. Submission to the advance, request, or conduct is either explicitly or implicitly a condition of the student's participation in an educational college program or activity;

2. Submission to or rejection of an unwelcome advance, request, or conduct is used as a basis of a decision affecting the student's education, academic opportunities, or ability to participate in or benefit from the educational programs or activities of the College District; or

3. The unwelcome advance, request, or conduct is so severe, persistent, or pervasive that it has the purpose or effect of (i) unreasonably interfering with the student's performance or ability to participate in or benefit from the educational programs or activities of the College District or (ii) creating an intimidating, threatening, or hostile, or offensive educational environment. The harassment must be objectively hostile (i.e., a reasonable person would view the conduct as hostile) and subjectively hostile (i.e., the complainant viewed the conduct as hostile).

~~2.~~

"Sexual harassment" is defined differently under state law and ~~the~~ federal Title IX regulations. [See FFDA (LEGAL) for the applicable legal definitions.] This policy prohibits all sexually harassing conduct under both state and federal law. The definitional differences between state and federal law will be considered when determining which complaint procedure to use to address the complaint. FFDA1 (Regulation) applies to complaints that involve "Title IX Sexual Harassment" as defined in FFDA (Legal). FFDA2 (Regulation) applies to complaints not covered by FFDA1.

~~*By Others*~~

~~"Title IX exual arassment" as defined in federal Title IX regulation~~"Title IX Sexual Harassment" is unwelcome conduct, based on sex, that~~-~~ constitutes~~is -~~ quid pro quo harassment, hostile environment harassment, sexual assault, dating violence, domestic violence, or stalking, and that occurred or in a College District education program or activity and against a person in the United States. See FFDA (Legal).

Quid Pro Quo Harassment

- "Quid pro quo harassment" under Title IX regulations means an employee of the College District explicitly or impliedly conditioning the provision of an aid, benefit, or service of the College District on a person's participation in unwelcome sexual conduct.

~~*Sexual Assault*~~*Hostile Environment Harassment*

- "Hostile environment harassment" under Title IX regulations means unwelcome conduct based on sex that is so severe, pervasive, and objectively offensive that it effectively denies the student's ability to participate in or benefit from the College District's educational program or activities.

Sexual Assault

"Sexual assault" is an offense classified as a forcible or nonforcible sex offense under the Uniform Crime Reporting System of the Federal Bureau of Investigation. Forcible sex offenses include any sexual act directed against another person, without the consent of the alleged victim, including instances where the alleged victim is incapable of giving consent. The definition includes rape, sodomy, criminal sexual contact, statutory rape, and incest:

1. Rape, which is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person without the consent of the alleged victim;
2. Criminal sexual contact, which is (i) the intentional touching of the clothed or unclothed body parts without consent of the alleged victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation or (ii) the forced touching by the alleged victim of the alleged offender's clothed or unclothed body parts, without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation;
3. Incest, which is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law;
4. Statutory rape, which is sexual intercourse with a person who is under the statutory age of consent.

Sexual assault does not require proof of force or injury.

~~*Sexual Violence*~~

~~Sexual violence is a form of sexual harassment. Sexual violence includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol or due to an intellectual or other disability.~~

Dating Violence

"Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and

the frequency of interaction between the persons involved in the relationship. Dating violence can include sexual assault; physical assault, aggression, or intimidation; threatening to kill oneself or another person if the student ends a romantic relationship; and attempting to isolate the student from friends, family, and support systems.

Domestic Violence

"Domestic violence" means conduct that would constitute a misdemeanor or felony under Texas family violence laws or domestic violence laws committed by an individual who is:

- A current or former spouse or intimate partner of the complainant and is similarly situated to a spouse of the complainant~~victim~~;
- A person with whom the complainant~~victim~~ shares a child in common; or
- A person who is cohabitating with, or has cohabitated with, the complainant~~victim~~ as a spouse or intimate partner;
- ~~Any other member of the complainant~~victim~~'s family or household as defined by state law.;~~
- ~~Any other current or former member of the victim's household as defined by state law;~~
- ~~A person in a dating relationship with the victim as defined by state law; or~~
- ~~Any other person who acts against the victim in violation of the family violence laws of this state or the jurisdiction where the conduct occurs.~~
- The term "domestic violence" also includes acts against a youth or adult who is protected from those acts under the family violence or domestic violence laws of Texas.

Stalking

"Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

For the purposes of this definition:

1. "Course of conduct" means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

2. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the complainant.

Sexual Exploitation

Sexual exploitation is conduct where an individual takes nonconsensual or abusive sexual advantage of another for the individual's own benefit, or to benefit anyone other than the one being exploited. Examples of sexual exploitation include, but are not limited to, engaging in voyeurism, human trafficking, sex trafficking, forwarding of pornographic or other sexually inappropriate material by email, text, or other channels to nonconsenting individuals or groups; the intentional removal of a condom or other contraceptive barrier during sexual activity without the consent of a sexual partner; and any activity that goes beyond the boundaries of consent, such as recording of sexual activity, letting others watch consensual sex, or knowingly transmitting a sexually transmitted disease (STD) to another.

Examples of Sexual Harassment

Examples of unwelcome, sex-based ~~sexual harassment of a student~~conduct that may violate this policy include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual or sex-based nature; ~~rape;~~ sexual assault; ~~as defined by law; sexual battery; sexual coercion; and other~~ sexually motivated or sex-based ~~conduct,~~ communications~~, or contact.~~

~~Examples may also include forms of dating violence, domestic violence, or stalking, such as physical or sexual assaults;~~ such as slurs, name-calling,~~;~~ put-downs,~~;~~ ~~or~~ threats, or sex-based rumors; subjecting a student to physical, verbal, or nonverbal conduct based on the student's alleged failure to conform to stereotypical notions of masculinity or femininity; ~~directed at the student, the student's family members, or members of the student's household;~~ destroying or damaging the student's property; physical aggression or intimidation; or ~~threatening to commit suicide or homicide if the student ends the relationship; tracking the student; attempting to isolate the student from friends and family; threatening a student's spouse or partner; or~~ encouraging others to engage in conduct prohibited by this policy.~~these behaviors.~~

~~Gender-Based Harassment~~

~~Gender-based harassment is a form of sexual harassment and includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity.~~

~~For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct limits or denies a student's ability to participate in or benefit from the College District's educational program.~~

~~Acts of gender-based harassment may also be considered sex discrimination orTitle IX sexual harassment if it is quid pro quo harassment, hostile environment harassment, sexual assault, dating violence, domestic violence, or stalking.~~

~~*Examples*~~

~~Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.~~

Other Sexually Inappropriate Conduct

"Other Sexually Inappropriate Conduct" is conduct of a sexual nature that may not satisfy a legal definition of~~is not~~ sexual harassment but that is nonetheless inappropriate in College District programs and activities. To the extent not covered by other definitions in this policy, the definition of "other sexually inappropriate conduct" includes, but is not limited to:

1. Unwelcome sexual gestures; public exposure of one's sexual organs on campus or at an event under the control of the College District; displaying obscene materials in a public place on campus; transmitting pornographic material to another person on the College District's network, regardless of whether the recipient welcomes the material; recording or photographing sexual activity or a person's genital area or breast area from a vantage point that a reasonable person would view as an invasion of personal privacy; or allowing a third party to view consensual sex without the knowledge of the other participant;

~~Destroying another student's property because of their sex or gender;~~

2. Unwelcome comments of a sexual nature that a reasonable person would view as so intimidating, offensive, and/or degrading as to impair harmonious student relationships. This definition is not intended to restrict constitutionally protected speech; or

~~1.~~3. Consensual, sexually intimate conduct involving contact with another person's genitals while on College District property or at a College District education program or activity.

Prohibited Conduct

In this policy, the term "prohibited conduct" includes sex discrimination, sexual or gender-based harassment, dating violence, domestic violence, stalking, sexual exploitation, other sexually inappropriate conduct, and retaliation as ~~described by~~defined in this policy, even if the behavior does not rise to the level of unlawful conduct.

Complainant

In this policy, the term "complainant" refers to an applicant for admission or a student who is alleged to have experienced prohibited conduct. The term also includes a former student who is alleged to have experienced prohibited conduct while participating, or attempting to participate, in the College District's educational program or activity. The term includes a person who allegedly was subjected to prohibited conduct but has not filed a complaint.

Respondent

In this policy, the term "respondent" refers to a person who is alleged to have committed prohibited conduct.

Confidential Employee

A "confidential employee" is a person designated by the ~~institution~~ College District who holds a professional license requiring confidentiality, such as a licensed counselor, licensed social worker, or medical provider, who is supervised by such a person, or a person who is a nonprofessional counselor or advocate designated in administrative procedures as a confidential source.

Reporting Procedures

~~Electronic Reporting~~

~~The College District strongly encourages students and mandates employees to report incidents of sexual harassment, sexual assault, dating violence, and stalking.~~ Students~~ and~~ employees, and third parties may report prohibited conduct to the Title IX Coordinator or Deputy Title IX Coordinator by mail, telephone, or electronic mail ([hcc.oeotix@hccs.edu). Current contact information for reporting purposes shall be posted on the ~~electronically through the College District's Title IX website. [To make a report or obtain more information, visit the~~ College District's Title IX website at www.hccs.edu/oeotix/.~~1]~~ Individuals also may submit a report or complaint directly through the Title IX website.

Student Reports

A student who has been subjected to~~victim of~~ prohibited conduct has the right to report the incident to the College District and to receive a prompt and equitable resolution of the report.

~~Any student who believes that the student has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately~~ Students are encouraged to

submit their reports ~~the alleged acts~~ to the Title IX coordinator or deputy Title IX coordinator. ~~. Alternatively, the~~ However, students also may report the alleged acts to any dean of student success, the vice chancellor of student services, or the chief human resources officer. These administrators will promptly communicate the report to the Title IX coordinator or deputy~~another employee, one of the College District officials[2], or electronically through the College District's website~~.

The Title IX coordinator and deputy Title IX coordinator are authorized to institute corrective measures and must have actual knowledge of a Title IX complaint in order to constitute notice to the College District under the federal Title IX regulation.

A person may~~The~~ submit~~ssion of~~ an anonymous electronic report, but anonymous reports may impair the College District's ability to investigate and address the prohibited conduct.

~~A s~~Students ~~shall~~ are not ~~be~~ required to report prohibited conduct to the person alleged to have committed the conduct.

Reports against the Title IX coordinator may be directed to the Chancellor or designee. A report against the Chancellor or a Board member ~~must~~ should be reported to the Board Counsel in accordance with BBFB(LOCAL) and Board bylaws.

A student who has been subjected to~~victim of~~ a crime, including sexual assault, has the right to choose whether to report the crime to law enforcement, to request assistance from~~be assisted by~~ the College District in reporting the crime to law enforcement, or to decline to report the crime to law enforcement.

Individuals who have been physically harmed or have been subjected to assaultive conduct are encouraged to seek medical care as promptly as possible to obtain treatment and testing and, if needed, to preserve evidence, including DNA evidence and evidence of bruising or other injuries. ~~It is important that a victim of prohibited conduct go to a hospital for treatment and preservation of evidence, if applicable, as soon as practicable after the incident.~~ Individuals also may make a confidential report to, and receive support from, a community rape crisis center, a clergyperson, or a health care provider.

Exception

Absent consent or unless required by law, a student designated in administrative regulations as a student advocate to whom another student may speak confidentially concerning prohibited conduct may not disclose any communication made by the other student.

Employee Reports

~~Any~~ All College District employees, not designated as a confidential employee, who ~~witnesses, suspects,~~observe or receive~~s~~ information regarding an incident that the employee reasonably believes constitutes sexual harassment, sexual assault, dating or domestic violence, or stalking by or against a person who was an HCC student or employee at the time of the incident must ~~notice that a student or group of students has or may have experienced prohibited conduct, regardless of where the incident occurred, is required to~~ immediately report all known information to the Title IX coordinator or deputy Title IX coordinator and shall take any other steps required by this policy. See DIAA (Local).

Employees who fail to make a mandatory report required by law are subject to termination and/or criminal prosecution. See DIAA (Local).

Limited Exceptions and Confidentiality Rules

An employee designated by the ~~institution~~ College District as a confidential employee with whom students may speak confidentially concerning sexual harassment, sexual assault, dating violence, domestic violence, or stalking who receives information regarding such an incident under circumstances that render the employee's communications confidential or privileged under ~~other~~ state or federal law have a duty to report but shall limit their ~~, in making a~~ report to~~, state only~~ the type of incident reported. ~~and may not include any information that would violate a student's expectation of privacy. If multiple confidential employees receive information about the same alleged incident, then only one report disclosing the type of incident must be submitted.~~

~~Designated confidential employees include certain licensed professional counselors, licensed professional social workers, and other employees with a professional license requiring confidentiality who are working within that license.~~

~~The~~ A confidential employee ~~shall~~ will not ~~be required to~~ disclose ~~information regarding an incident of prohibited conduct that constitutes~~ personally identifiable information about a student or other information that would indicate the student's identity without the student's consent, unless the person is disclosing information ~~as~~ required by law, such as information that may be required under a child-abuse reporting law or information required for ~~inclusion in~~ the College District's annual security report under the Clery Act [see GCC].

Disclosure at Event

An employee ~~person~~ who receive~~d~~s the information solely from a disclosure at a sexual harassment, sexual assault, dating violence, or stalking public awareness event sponsored by a postsecondary educational institution or by a student organization affiliated with

the institution is not required to report the prohibited conduct unless the person either has the authority to institute corrective measures on behalf of the College District or has responsibility for administrative leadership, teaching, or advising in the institution's education program or activity.

Peace Officer

A College District peace officer who receive~~s~~~~d~~ information regarding ~~the~~ a reportable incident from a student who chooses to complete a pseudonym form as described ~~by law~~in the Texas Code of Criminal Procedure, shall (i) ~~only be required to disclose~~report to the Title IX Coordinator only the type of incident reported and may not disclose the student's name, phone number, address, or other information that may directly or indirectly reveal the student's identity~~,~~ and (ii) provide the alleged victim with the contact information of the Title IX Coordinator and how to report a complaint as stated in this policy.

Prior Report

An employee ~~person~~ who has ~~either~~ learn~~s~~~~ed~~ of an incident of prohibited conduct in connection with an investigation or complaint process under this policy ~~during the course of the College District's review or process,~~ or has confirmed with the person or office overseeing the investigation~~review~~ or complaint process that the incident has been previously reported, is not required to report the prohibited conduct.

Title IX Coordinator

Reports of discrimination based on sex, including sexual harassment and gender-based harassment, may be directed to the Title IX coordinator or deputy Title IX coordinator whose names and contact information shall be listed on the College's website and in administrative regulations. The College District designates the following person to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended and related state and federal laws:

Title IX Coordinator:	Sandra B. Jacobson, J.D., M.Ed, SHRM-SCP Interim Director of EEO and Compliance/Title IX Coordinator/ADA/Section 504 Coordinator
Address:	Office of Equal Opportunity and Title IX (EO/TIX), 3100 Main Street, Suite 700, Houston, TX 77002
Telephone:	(713) 718-8271
Email:	Title IX Coordinator email[3] - hcc.oeotix@hccs.edu
Webpage:	Title IX/Sexual Misconduct webpage[4] - www.hccs.edu/oeotix/

~~Responsible Employees~~

~~All employees, with the exception of confidential employees, are designated as responsible employees for purposes of compliance with state law.~~

~~The Title IX coordinator and deputy Title IX coordinator are authorized to institute corrective measures and must have actual knowledge of a Title IX complaint in order to constitute notice to the College District under the federal Title IX regulation.~~

~~Timely Reporting~~

~~A failure to immediately report prohibited conduct may impair the College District's ability to investigate and address the prohibited conduct.~~

Notice of Report

Any Board member or College District employee who receives a report of prohibited conduct shall immediately notify the Title IX coordinator or deputy Title IX coordinator and shall take any other steps required by this policy.

Consolidated Reports

When an alleged victim submits one or more complaints under this policy or other HCC complaint policy and the complaints arise out of the same event or a series of related events that involve the same facts or circumstances, the College District may consolidate the complaints so long as no party is prejudiced. In addition, when two or more students submit separate grievances or complaints that involve common questions of fact, law, or policy, the College District may consolidate the complaints for purposes of investigation or for purposes of investigation and resolution, so long as no party is prejudiced.~~When the allegations underlying two or more reports arise out of the same facts or circumstances, the College District may consolidate the reports.~~

Advisor

Each party to the complaint may be assisted by an advisor of the party's choice who may participate in the proceedings in a manner consistent with College District procedures. In Title IX cases processed under FFDA1 (Regulation), if a party does not have an advisor and a live hearing is held, the College District will appoint an advisor to perform cross-examination at the live hearing on the party's behalf at no cost to that party.

Conflict of Interest Prohibited

Individuals who serve as a Title IX coordinator, deputy Title IX coordinator, investigator, decisionmaker, or appeal officer shall not have a conflict of interest or bias against any party to a dispute under this policy. In addition, when a faculty member is a respondent, no other faculty member may be involved in decision-making regarding the complaint.

In the event of an actual conflict of interest or bias, the College District will appoint a different administrator, investigator, decisionmaker, or appeal officer to discharge responsibilities required under this policy.

Bias is a form of prejudice and can be positive (*e.g.*, favoring a party) or negative (e.g., disfavoring a party). A conflict of interest exists when personal or private interests are likely to compromise one's judgment. Conflicts and bias do not exist merely because the individual (i) is an employee of the College District, (ii) handled a prior case and ruled a particular way, or (iii) is a particular sex, race, religion, national origin, or other protected status. ~~No person designated as the Title IX coordinator, a deputy Title IX coordinator, an investigator, a decision-maker, or a facilitator of an informal resolution process shall have a conflict of interest or bias.~~

Training

A person designated as the Title IX coordinator, a deputy Title IX coordinator, an investigator, a decision-maker, or a facilitator of an informal resolution process shall receive training as required by law and College District procedures.

~~**Days**~~

~~"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."~~

~~**Extension of Timelines**~~

~~Timelines established by this policy and associated procedures may be subject to a limited extension if good cause, as defined in this policy and College District regulations, exists. The College District shall promptly provide written notice to the parties of an extension and the reason for the extension.~~

~~**Investigation of the Report**~~

~~The College District may request, but shall not require, a written report. If a report is made orally, the Title IX coordinator or designee shall reduce the report to written form.~~

Initial Response to Report~~**Initial Assessment**~~

Reporting an allegation does not automatically initiate the grievance process. Upon receipt or notice of a report, the Title IX coordinator or deputy Title IX coordinator shall determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy and, if so, which grievance process would be used to process the complaint. Allegations that satisfy jurisdictional and definitional requirements under Title IX regulations will be investigated under FFDA1 (Regulation); otherwise, FFDA2 (Regulation) will be used. ~~If so, t~~ If the Title IX Coordinator or deputy lack sufficient information to make this determination, they may communicate with the alleged victim to obtain more information about the allegations. The objective of this communication is to understand what is alleged, not to investigate the allegations.

If the Title IX coordinator or deputy Title IX coordinator determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy, but may constitute a violation of other College District policies, Student Code of Conduct, rules, or regulations, the Title IX coordinator or deputy Title IX coordinator may discuss resources and support services with the student and shall refer the complaint for consideration under applicable College District policy, if appropriate.

Communication with Complainant

The Title IX coordinator ~~shall~~ will promptly notify the complainant about the right to file a complaint, identify the applicable complaint process (FFDA1 or FFDA2), provide information on supportive measures as may be applicable, ~~offer supportive measures to the complainant, and respondent, and the complaint resolution process shall immediately begin, except as provided below at Criminal Investigation. The Title IX coordinator or deputy Title IX coordinator shall explain the complaint resolution process, for filing a formal complaint~~ and assess any request not to investigate.

Supportive Measures

In cases involving sexual harassment, sexual assault, dating violence, domestic violence, or stalking, the Title IX coordinator, deputy Title IX coordinator, or designee will inform the complainant about the types of supportive or interim measures that may be available to maintain a safe and non-disruptive college environment, to ensure the integrity of a pending investigation, to discourage retaliation, and/or to provide support during a grievance process.

~~When appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the Title IX coordinator shall promptly provide supportive measures intended to address prohibited conduct, protect the safety of the parties and others, and protect the parties from retaliation prior to the completion of the investigation. Examples of possible supportive measures include~~ Supportive or interim measures may be available with or without initiating a complaint and could include, for example, academic accommodations, such as extensions of deadlines or other course-related adjustments; ~~and~~ modifications ~~of~~ of class schedules; scheduling access to certain facilities and parking lots to minimize the risk of interaction between the parties; ~~dining modifications; temporary removal from the education program or activity in accordance with law; counseling~~ or~~;~~ health services; campus escort services; mutual restrictions on contact between the parties; and increased security and monitoring of certain areas of the campus. A non-disciplinary temporary removal from an education program or activity also may be a supportive measure in some cases.

The Title IX coordinator will coordinate the implementation of supportive measures but other offices also may be involved to implement or facilitate supportive measures.

~~If the College District moves forward with the investigation, the Title IX coordinator or deputy Title IX coordinator shall immediately provide notice to the known parties to the complaint. [See FFDA(REGULATION)]~~

~~If the Title IX coordinator or deputy Title IX coordinator determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy, but may constitute a violation of other College District policies, Student Code of Conduct, rules, or regulations, the Title IX coordinator or deputy Title IX coordinator may discuss resources and support services with the student and shall refer the complaint for consideration under applicable College District policy, if appropriate.~~

Request Not to Investigate

In cases involving sexual harassment, sexual assault, dating violence, domestic violence, or stalking, if a complainant requests that the College District not investigate or requests that it not inform the respondent of the allegations, the College District will weigh the rights, interests, and safety of all parties and the larger college community. The Title IX Coordinator or designee will consider the seriousness of the alleged conduct; the complainant's reasons for not wanting to proceed, if known; whether other reports against the respondent have been received; whether there is a risk of harm to others; and other relevant information required by law to be considered. The Title IX Coordinator or designee will promptly notify the complainant if the College District decides to investigate. The notice will be provided prior to initiating the investigation and will address reasonable concerns about the complainant's safety or the safety of others. If the Title IX Coordinator or designee decides not to investigate, the Title IX Coordinator or designee will consider whether other remedial measures would be appropriate and effective in preventing sex discrimination or harassment in the affected program or activity.

The same process described above shall be used if a complainant seeks to withdraw a complaint after the investigation has commenced. The Title IX coordinator or designee will determine whether, in light of the factors above, the investigation should continue. The Title IX coordinator or designee also will consider whether the respondent and/or complainant are still affiliated with the College District.~~The complainant may request that the College District not investigate the allegations. If the complainant requests that the allegations not be investigated, in deciding whether to initiate the investigation, the College District must consider the factors~~

~~described by law and any other factors the College District considers relevant.~~

Administrative Leave Pending Resolution

Pending resolution of a complaint against an employee under this policy, the Chancellor or designee is authorized to place an employee on administrative leave in accordance with College District policies and procedures on administrative leave.

~~The College District shall promptly notify the complainant of the decision regarding whether it will conduct the investigation. If the College District decides not to investigate the allegations, the College District shall take reasonable steps to protect the health and safety of the College District community.~~

~~Formal Complaint~~

~~To be considered a formal complaint under Title IX, the complainant or the Title IX coordinator must sign the written report.~~

~~Notice to Parties~~

~~The notice to the parties must describe the allegations and the formal and informal options for resolution of the complaint. The notice must state that the respondent is presumed not responsible until a determination regarding responsibility is made. The notice must also include information regarding the option to select an advisor, the opportunity to inspect and review evidence, and the prohibition on knowingly making false statements or submitting false information during the investigation and any ensuing proceedings.~~

~~If the allegations are subsequently amended, the College District shall provide an updated notice reflecting the new allegations.~~

Informal Resolution

The College District may offer ~~to~~ the parties a process for the informal resolution of a ~~formal~~ complaint ~~as defined by law~~. If the parties voluntarily agree in writing to participate in informal resolution of the complaint, the Title IX coordinator or deputy Title IX coordinator shall determine within three days if informal resolution is appropriate for the complaint. If the Title IX coordinator or deputy Title IX coordinator determines that informal resolution is appropriate, then the Title IX coordinator, deputy Title IX coordinator, or designee may facilitate that resolution within 10 days. If the Title IX coordinator or deputy Title IX coordinator does not determine informal resolution to be appropriate, then the complaint will be subject to the formal resolution process. This process is not available in situations where an employee is alleged to have sexually harassed a student.

Formal Resolution

If the complaint is not subject to the informal resolution process, the Title IX coordinator or deputy Title IX coordinator shall authorize or undertake an investigation using the applicable complaint

resolution process.~~, except as provided below at Criminal or Regulatory Investigation.~~

Upon receipt of a formal complaint under FFDA1 or FFDA2, the Title IX coordinator or deputy will notify all known parties of the allegations in writing.

The written notice will provide sufficient information available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct at issue, and the date(s) and location(s) of the alleged incident(s) if known. The notice will (i) describe the parties' right to an accurate description of the evidence and/or access to the evidence, (ii) prohibit retaliation, (iii) state that the respondent is presumed not responsible until a determination regarding responsibility is made, (iv) provide information regarding supportive measures which may be available to either party (in cases that involve allegations of sexual harassment, sexual assault, dating violence, domestic violence, or stalking), (v) prohibit knowingly making false statements or submitting false information during the investigation and subsequent proceedings, and (v) provide other information as specified in the applicable regulation.

The notice must also include information regarding the opportunity to select and utilize an advisor during the grievance process.

If the allegations are subsequently amended, the College District shall provide an updated notice reflecting the new allegations.

~~Supportive Measures~~

~~When appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the Title IX coordinator shall promptly provide supportive measures intended to address prohibited conduct, protect the safety of the parties and others, and protect the parties from retaliation prior to the completion of the investigation. Examples of possible supportive measures include academic accommodations, such as extensions of deadlines or other course-related adjustments and modifications of class schedules; dining modifications; temporary removal from the education program or activity in accordance with law; counseling; health services; campus escort services; mutual restrictions on contact between the parties; and increased security and monitoring of certain areas of the campus.~~

College District Investigation

The College District will appoint an investigator who is impartial and free of any conflict of interests. A respondent shall not have supervisory authority over the individual who conducts the investigation or exercise control over the investigation. An investigation may

be conducted by the Title IX coordinator, deputy Title IX coordinator, College District investigators designated by the Title IX coordinator, or a third party designated by the College District, such as an attorney.

The parties expected to participate in an investigative interview or other meeting shall be provided prior written notice and sufficient time to prepare to participate. The parties shall be provided an equal opportunity to suggest or present witnesses and evidence and to inspect and review any directly related evidence obtained by the College District so that the parties may meaningfully respond during the investigation process.

The methods and manner of investigation shall be in accordance with the applicable regulation (FFDA1 or FFDA2).

Concluding the Investigation

The investigation shall be completed within a reasonable time, typically within 60 College District business days from the date of the report. If additional time is needed to ensure a thorough investigation, the investigator(s) shall notify the parties of the anticipated amount of time it will take to complete the investigation. The report shall be prepared in accordance with the applicable regulation (FFDA1 or FFDA2).

~~The investigation may consist of personal interviews with the complainant, the respondent, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.~~

~~The parties shall be provided an equal opportunity to present witnesses and evidence and to inspect and review any directly related evidence obtained by the College District so that the parties may meaningfully respond during the investigation process. The parties expected to participate in an investigative interview or other meeting shall be provided written notice in enough time to prepare to participate.~~

~~At least 10 days prior to the completion of the investigation report, the College District must send each party and the party's advisor evidence subject to inspection and review. The parties may submit a written response for consideration by the investigator.~~

Criminal or Regulatory Investigation

In some instances, a report or complaint may involve criminal conduct. A student who is a victim of a crime may choose whether to report the crime to the police. The student's right to file a complaint with the College District does not depend on whether the student reports the incident to the police.

If a law enforcement or regulatory agency notifies the College District that a criminal or regulatory investigation has been initiated, the College District shall confer with the agency to determine whether the College District's investigation would impede the criminal or regulatory investigation. The College District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. The College District shall promptly resume its investigation upon notification from the law enforcement or regulatory agency that the College District's investigation will not impede the external investigation.

~~After the law enforcement or regulatory agency has completed gathering its evidence, the College District shall promptly resume its investigation.~~ Any delay under this provision shall constitute good cause for an extension of timelines established by this policy and associated procedures.

~~Concluding the Investigation~~

~~The investigation shall be completed within a reasonable time, not to exceed 60 days from the date of the report.~~

~~The investigators shall prepare a written report summarizing the relevant investigation information. The final investigative report shall be filed with the Title IX coordinator within 10 days following the completion of the investigation.~~

~~Notification of the Report~~

~~The Title IX coordinator or deputy Title IX coordinator shall provide the investigation report, within the extent permitted by the Family Educational Rights and Privacy Act (FERPA) or other law, to the complainant and the respondent promptly following receipt. The parties shall be given 10 days to respond to the report.~~

~~College District Action~~

~~Absent a formal complaint dismissal or the parties' decision to reach an informal resolution agreement (if agreeable), the Title IX coordinator shall submit the investigation report and any response from the parties to the vice chancellor for student services promptly after receipt of the parties' response but no later than the expiration of the parties' deadline to respond.~~

~~Live Hearing – Determination of Responsibility~~

~~The Title IX coordinator shall summon the parties for a live hearing to be held within a reasonable time, not to exceed 10 days, following receipt of the responses to the investigation report from both parties. The live hearing shall be conducted in accordance with law and College District procedures.~~

~~After the hearing, the hearing officer shall determine, based on the results of the investigation, whether each individual allegation of prohibited conduct occurred using a preponderance of the evidence standard and determine the appropriate disciplinary or cor-~~

~~rective action. The hearing officer shall evaluate all relevant evidence objectively and shall not make credibility assessments based on a person's status as the complainant, the respondent, or a witness. The hearing officer shall create a written determination regarding responsibility in accordance with law and College District procedures within five days following the hearing and submit the determination to the parties simultaneously.~~

Fact-Finding, Determinations, and Appeals

The methods and manner of fact-finding and determinations of responsibility shall be in accordance with the applicable regulation (FFDA1 or FFDA2). Determinations of responsibility shall be based on a preponderance of the evidence. The applicable regulation will provide an appeal process for a party who wishes to contest an adverse determination, including providing for review by the Chancellor or designee in cases in which the complainant is a student and the respondent is a full-time faculty member.

Disciplinary or Corrective Action

If the ~~hearing officer~~complaint resolution process results in a ~~determines~~ determination that prohibited conduct occurred, the College District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct, in accordance with College District policy and procedures. [See FLB for students found to have violated this policy and DH for employees found to have violated this policy]

Examples of disciplinary or corrective action may include:

- Implementing the disciplinary measures described in FM for students or DH and DM series for employees;
- Providing a training program for those involved in the complaint;
- Providing a comprehensive education program for a College District program or the College District community;
- Providing counseling for the alleged victim and the party who engaged in prohibited conduct;
- Permitting the alleged victim or student who engaged in the prohibited conduct to drop a course in which they both are enrolled without penalty;
- Conducting follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred;
- Involving students in efforts to identify problems and improve the College District climate;
- Increasing staff monitoring of areas where prohibited conduct has occurred;

- Reaffirming the College District's policy against discrimination and harassment; and
- Taking other actions described in College District regulations.
- In addition, if the respondent is a student and is determined to be ineligible to reenroll for a non-academic or non-financial reason, the College District shall include on the respondent's transcript the notation required under 19 Texas Administrative Code 3.30(b).

Exception

The College District shall minimize attempts to require a complainant to resolve the problem directly with the person who engaged in the harassment; however, if both parties consent, and if the complaint does not allege sexual assault, informal resolution, including but not limited to mediation, may be pursued. In no event may a student be required to resolve a complaint of sexual harassment by an employee directly with the employee.

Improper Conduct

If the ~~hearing officer~~complaint resolution process results in a determination~~es~~ that improper conduct occurred that did not rise to the level of prohibited conduct, the College District may take disciplinary action in accordance with College District policy and procedures or other corrective action reasonably calculated to address the conduct.

~~**Dismissal of Complaint**~~

~~An allegation presented as a formal complaint under Title IX is subject to the mandatory dismissal procedures under law.~~

~~Mandatory Dismissal~~

~~Permissive Dismissal~~

~~Any complaint may be dismissed at any time on request of a complainant. The Title IX coordinator must first assess the request in accordance with this policy at Request Not to Investigate, above.~~

~~A complaint may also be dismissed if specific circumstances prevent the College District from gathering evidence sufficient to reach a determination as to the complaint or allegations.~~

~~Notice of Dismissal~~

~~Upon dismissal of a complaint, the Title IX coordinator or designee shall provide the parties written notice of the dismissal.~~

Confidentiality

To the greatest extent possible, consistent with law, the College District shall respect the privacy of the parties, witnesses, and other persons involved. Limited disclosures may be necessary to carry out the purposes of this policy and associated regulations and to comply with applicable law.

Retaliation

The College District prohibits retaliation by an individual or College District employee against any individual who, in good faith, makes a report or complaint, opposes discriminatory practices, serves as

a witness, or otherwise participates or refuses to participate in an investigation, proceeding, or hearing under this policy. Retaliation includes acts that have~~for~~ the purpose of interfering with a right or privilege under this policy. ~~; the complainant; or an individual who, in good faith, makes a report or complaint, serves as a witness, or otherwise participates or refuses to participate in an investigation, proceeding, or hearing under this policy.~~ Retaliation does not include~~This prohibition does not apply to~~ discipline of a person who perpetrated or assists in the perpetration of ~~the prohibited~~ conduct prohibited by this policy.

As used in this policy, retaliation is defined as a materially adverse action, including intimidation, reprisal, and harassment, against an individual because the individual engaged in a protected activity. Retaliation is an action or decision that would not have occurred but for the individual's protected activity.

The protection against retaliation applies to all good-faith complaints, even if the underlying complaint ultimately is not sustained. Retaliation does not include charging an individual with making a materially false statement in bad faith in the course of an investigation or grievance proceeding.

A person who is alleged to have experienced retaliation may pursue a claim under this policy or policy DIAA, as appropriate.

Examples

Examples of retaliation may include threats, rumor spreading, ostracism, assaults, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

Failure to Report

An employee who fails to make a required report regarding prohibited conduct shall be subject to appropriate disciplinary action as described in DIAA(LOCAL).

False Claims

~~False Claims~~

A student or employee who intentionally makes a false claim or~~,~~ offers a false statement~~, or refuses to cooperate with a College District investigation regarding prohibited conduct~~ shall be subject to appropriate disciplinary action. In addition, an employee's refusal to cooperate with a College District investigation may under certain circumstances subject the employee to disciplinary action.

Interference with the Grievance Process

Any person who interferes with the grievance processes outlined in this policy and administrative regulations is subject to disciplinary action up to and including dismissal or separation from the College District ~~institution~~ in accordance with the law and College District

policies and procedures. Interference with a grievance process may include, but is not limited to:

1. Attempting to coerce or prevent an individual from providing testimony or relevant information;
2. Removing, destroying, or altering documentation relevant to the grievance process; or
3. Knowingly providing false or misleading information to the Title IX coordinator, deputy Title IX coordinator, investigator, or hearing officer or encouraging others to do so.

~~Appeal~~

~~Discipline or Corrective Action~~

~~*Students*~~

~~Suspension~~

~~If the hearing officer determines that a student committed prohibited conduct that warrants a suspension, the hearing officer shall forward the determination and all evidence collected during the investigation and hearing to the vice chancellor for student services. A conference with the vice chancellor for student services shall be scheduled within 10 days of the notice of determination.~~

~~Expulsion~~

~~If the hearing officer determines that the student committed prohibited conduct that warrants expulsion, the hearing officer shall forward the determination and all evidence collected during the investigation and hearing to the vice chancellor for student services for further processing.~~

~~Other Action~~

~~If the hearing officer determines that the student committed prohibited conduct that warrants other discipline or corrective action, the vice chancellor for student services or designee shall inform the student that the student may appeal the determination within 10 days in accordance with the appropriate appeals process.~~

~~*Employee*~~

~~Suspension Without Pay or Termination of Contract Employees~~

~~If the hearing officer determines that a contract employee committed prohibited conduct that warrants suspension without pay or termination mid-contract, the chief human resources officer or designee shall inform the employee in writing of the determination, and a Board hearing shall be scheduled in accordance with DMAA.~~

~~Other Action~~

~~If the hearing officer determines that the employee committed prohibited conduct that warrants other discipline or corrective action, the chief human resources officer or designee shall inform the employee that the employee may appeal the determination within 10 days in accordance with DIAA.~~

~~Other Appeals~~

~~A party may appeal the findings of an investigation where it is alleged that procedural error or previously unavailable relevant evidence could significantly impact the outcome of the case through the applicable regulation.~~

~~All other appeals related to this policy may be submitted through the applicable grievance policy beginning at the appropriate level. [See DIAA(REGULATION) for employees, FFDA(REGULATION) for students, and GB(LOCAL) for community members]~~

~~Other Grievances~~ ~~Formal complaints that are dismissed because the alleged conduct does not meet the Title IX definition of sexual harassment, but does meet the definition of sexual harassment under state law, may be appealed through the non-Title IX grievance process contained in FFDA2(REGULATION).~~

~~Complaints Filed with OCR~~ ~~A party shall be informed of the party's right to file a complaint with the U.S. Department of Education Office for Civil Rights (OCR).~~

Records Retention Retention of records shall be in accordance with the College District's records retention procedures. [See CIA]

Access to Policy, Procedures, and Related Materials Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, shall be distributed to applicants for admission and employment and annually to College District employees, students, and parents or guardians of dual credit students in compliance with law and in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in the employee and student handbooks and other major College District publications. Information regarding the policy, procedures, and related materials and any materials used to train a person designated as the Title IX coordinator, a deputy Title IX coordinator, an investigator, a decision-maker, or a facilitator shall also be prominently published on the College District's website on a dedicated page accessible through a clear link on the homepage, taking into account applicable legal requirements. Copies of the policy and procedures shall be readily available at the College District's administrative offices and shall be distributed to a student who makes a report.

This policy must be reviewed by the Board a minimum of every two years.

~~[1] College District Title IX website: https://www.hccs.edu/oeotix/~~
~~[2] College District officials: mailto:hcc.oeotix@hccs.edu~~
~~[3] Title IX Coordinator email: mailto:hcc.oeotix@hccs.edu~~
~~[4] Title IX/Sexual Misconduct webpage: https://www.hccs.edu/oeotix/title-ix-know-your-rights/~~

ACTION ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
H.	**Approval of Proposed Revisions to BBH (Local) Conventions, Conferences, and Workshops**	**Board Counsel**

RECOMMENDATION

Approve the revisions to BBH (Local) as set forth in the attached policy.

COMPELLING REASON AND BACKGROUND

BBH (Local) authorizes Board members' attendance at conventions, conferences, and workshops, and reimbursement for reasonable travel expenses pursuant to Texas law. The Board has requested a change to this policy to allow greater flexibility in workshop attendance.

LEGAL REQUIREMENT

Tex. Educ. Code 130.082(d)

STRATEGIC ALIGNMENT

4. Community Investment

ATTACHMENTS:

Description	Upload Date	Type
Proposed Revisions to BBH (Local)	10/26/2026	Attachment

This item is applicable to the following: District

Board members may attend regional, state, or national conventions, conferences, and workshops. Reimbursement for reasonable travel expenses for attendance at such conventions, conferences, and workshops shall be made by the College District when attendance is authorized and deemed by the Board to be necessary or desirable in carrying out the educational functions of the College District. [See BBG]

~~The following is a list of events and organizations whose meetings and/or sponsored conferences, seminars, retreats, and workshops consistently meet the statutory requirement of being necessary in the conduct of the College District include the following and do not require specific authorization by the Board:~~

~~1. American Association of Community Colleges (AACC);~~

~~2. Association of Community College Trustees (ACCT);~~

~~3. Association of Governing Boards (AGB);~~

~~4. Board of Trustee Institute (BOTI);~~

~~5. Community College Association of Texas Trustees (CCATT);~~

~~6. National Association for Community College Entrepreneurship (NACCE);~~

~~7. National Association of College and University Business Officers (NACUBO);~~

~~8. Texas Association of School Boards (TASB);~~

~~9. Texas Association of Community Colleges (TACC);~~

~~10. Texas Community College Trustee Association;~~

~~11. Texas Higher Education Coordinating Board (THECB); and~~

~~12. Official activities in connection with the Texas Legislature.~~

~~Attendance at conventions, conferences, and workshops not identified as preapproved in this policy must be submitted for review by legal counsel to ensure that the event is consistent with the requirements of state and federal law, including but not limited to Texas Education Code Section 51.3525. This review will include, but not be limited to, consideration of the following factors:~~

~~1. The nature and mission of the external organization hosting or sponsoring the event;~~

~~2. Whether the organization and event exclude individuals based on a protected classification;~~

~~3. The reasons for the Board member's participation;~~

~~4. The public purpose to be served and the benefit to the College District, and~~

~~5. Whether the College District would be permitted to select its individual participants without regard to their status as a member of a protected class.~~

~~A Board member who attends a conference or event not included in the pre-approved list in this policy and requests reimbursement shall seek prior Board approval at a regularly scheduled meeting. If time constraints do not allow for Board approval prior to the conference or event, the Board Chair, in consultation with Board Counsel, shall be authorized to approve travel expenses.~~

~~A Board member shall receive reimbursement for the actual cost of travel for the days of the conference, plus travel time one day prior to and one day following the conference. Additional travel days shall not be reimbursed.~~

~~Administrative and internal control procedures shall be developed by the Board services office for the implementation of and monitoring compliance with this policy. The Board shall have the final responsibility for determining compliance with this policy.~~

REPORT ITEM

Meeting Date: November 4, 2026

Topics For Discussion and/or Action:

ITEM #	ITEM TITLE	PRESENTER
I.	**Board Expenditures Report for Fiscal Year 2026 (September 1, 2025 through August 31, 2026)**	**Dr. Margaret Ford Fisher** **Sharon Wright**

DISCUSSION

Provide the following Board expenditure reports for Fiscal Year 2026 for the period of September 1, 2025, through August 31, 2026:

1. Board Travel
2. Board Account for Community Affairs (BACA)

COMPELLING REASON AND BACKGROUND

In accordance with Board bylaws Article H, Section 2.D.5 and Board's Compensation and Expense policy BBG (Local), the Board Governance Committee shall receive a semi-annual report on travel and BACA expenditures (based on the College's fiscal year). A final report shall be made at the end of each fiscal year.

FISCAL IMPACT

Travel and BACA expenditures for the period of September 1, 2025, through August 31, 2026: **$102,462.81**.

LEGAL REQUIREMENT

In accordance with Board Bylaws (Article H, Section 2.D.5) and Policy BBG (Local): Board Members-Compensation and Expenses.

STRATEGIC ALIGNMENT

4. Community Investment

ATTACHMENTS:

Description	Upload Date	Type
1-Summary- Board Travel and BACA Expense (09/01/2025 - 08/31/2026)	10/28/2026	Attachment
2-Exhibit 1_Board Travel Expense Report (09/01/2025 - 08/31/2026)	10/28/2026	Attachment
3-Exhibit 2_Board BACA Expense Report (09/01/2025 - 08/31/2026)	10/28/2026	Attachment

This item is applicable to the following: District

HCC Board of Trustees
Expense Summary
(September 1, 2025 - August 31, 2026)

Trustee	Exhibit 1 Travel	Exhibit 2 Board Account for Community Activities (BACA)
Cheben, Sean	$ 3,711.53	$ 5,000.00
Davies, Laolu	$ 15,890.53	$ 5,000.00
Lenton-Gary, Cynthia	$ 4,279.50	$ -
Loredo, Eva	$ 17,183.36	$ 5,000.00
Patterson, Renee Jefferson	$ -	$ 2,800.00
Richart, Monica	$ -	$ -
Tamez, Adriana	$ -	$ 4,000.00
VanDible Stallworth, Pretta*	$ 26,175.14	$ 5,000.00
Wilson, David	$ 3,422.75	$ 5,000.00
Total	**$ 70,662.81**	**$ 31,800.00**

TOTAL TRAVEL AND BACA EXPENSE	**$**	**102,462.81**

***Note: $5,009.80 of the $26,175.14 travel expense was reimbursed by ACCT in attending ACCT Board of Directors meetings.**

HCC BOARD OF TRUSTEES
TRUSTEE TRAVEL EXPENSE SUMMARY
September 1, 2025 - August 31, 2026

Exhibit 1

Conference	Date	Total
Community College of Texas Trustees-CCATT (Austin, TX)		
Loredo, Eva	9/12/2025 9/13/2025	1,416.14
VanDible Stallworth, Pretta	9/13/2025	2,028.04
	Total:	**3,444.18**
ACCT Leadership Congress (New Orleans, LA)		
Davies, Laolu	10/20/2025 10/26/2025	4,043.07
Lenton-Gary, Cynthia	10/20/2025 10/25/2025	4,279.50
VanDible Stallworh, Pretta **(Note: ACCT reimbursed $1,174.84)**	10/19/2025 10/25/2025	5,275.66
Wilson, David	10/22/2025 10/25/2025	3,422.75
	Total:	**17,020.98**
Aspen Presidents & Trustees Collaborative (Dallas/Ft. Worth, TX)		
Cheben, Sean	12/04/2025 12/05/2025	553.75
Davies, Laolu	12/04/2025 12/05/2025	704.76
Loredo, Eva	12/04/2025 12/06/2025	927.72
	Total:	**2,186.23**
ACCT National Legislative Summit (Washington, DC)		
Cheben, Sean	02/08/2026 02/11/2026	3,157.78
Davies, Laolu	02/06/2026 02/11/2026	3,938.77
Loredo, Eva	02/07/2026 02/11/2026	3,665.50
VanDible Stallworh, Pretta **(Note: ACCT reimbursed $1,158.33)**	0205/2026 02/11/2026	4,998.51
	Total:	**15,760.56**
ACCT Governance Leadership Institute (Miami, FL)		
Davies, Laolu	03/18/2026 03/21/2026	2,876.30
Loredo, Eva	03/17/2026 03/21/2026	4,504.18
VanDible Stallworth, Pretta	03/18/2026 03/20/2026	4,088.53
	Total:	**11,469.01**
Association of Governing Boards (AGB) National Conference on Trusteeship (Denver, CO)		
Davies, Laolu	03/28/2026 03/30/2026	4,327.63
VanDible Stallworth, Pretta	03/28/2026 03/30/2026	4,468.51
	Total:	**8,796.14**

HCC BOARD OF TRUSTEES
TRUSTEE TRAVEL EXPENSE SUMMARY
September 1, 2025 - August 31, 2026

Exhibit 1

Conference	Date	Total
American Association of Community Colleges (AACC) Annaul Conference (Seattle, WA)		
Loredo, Eva	04/10/2026 04/13/2026	2,865.76
VanDible Stallworth, Pretta **(Note: ACCT reimbursed $1,853.23)**	04/10/2026 04/13/2026	2,895.39
	Total:	**5,761.15**
NACUBO Annual Conference (Anaheim, CA)		
Loredo, Eva	07/17/2026 07/21/2026	3,804.06
	Total:	**3,804.06**
ACCT Board Retreat (Reno, NV)		
VanDible Stallworth, Pretta **(Note: ACCT reimbursed $823.40)**	07/23/2026 07/26/2026	2,420.50
	Total:	**2,420.50**
	Total Travel Expense:	**70,662.81**

HCC BOARD OF TRUSTEES
BOARD ACCOUNT FOR COMMUNITY AFFAIRS (BACA) FUNDS
September 1, 2025 - August 31, 2026

Exhibit 2

Trustee	Date	Organization	Function	Cost
Trustee Sean Cheben				
	1/7/2026	HCC Southwest College	Sponsorship	$ 5,000.00
				$ 5,000.00
Trustee Eva Loredo				
	10/30/2025	American Legion Post #472	Sponsorship	$ 800.00
	5/14/2026	Milby Alumni	Sponsorship	$ 1,000.00
	5/14/2026	Auxiliary American Legion 472	Sponsorship	$ 1,000.00
	7/8/2026	HCC Foundation	Sponsorship	$ 1,000.00
	7/21/2026	RYSS Texas Public Schools	Sponsorship	$ 600.00
	7/21/2026	Bedicheck	Sponsorship	$ 600.00
			Total	**$ 5,000.00**
Tustees Laolu Davies				
	7/15/2026	Education & Charities Foundation of Houston	Sponsorship	$ 1,500.00
	7/16/2026	Expose Excellence Youth Foundation	Sponsorship	$ 1,500.00
	7/16/2026	Feed The Soul Foundation	Sponsorship	$ 500.00
	7/23/2026	Community of Faith Foundation	Sponsorship	$ 1,500.00
			Total	**$ 5,000.00**
Trustee Renee Jefferson Patterson				
	3/16/2026	Friends of Beulah Shepard Legacy	Sponsorship	$ 800.00
	7/21/2026	Phyllis Wheatley Alumni HS	Sponsorship	$ 2,000.00
			Total	**$ 2,800.00**
Dr. Adriana Tamez				
	10/17/2025	Barriors Dogs, Inc.	Sponsorship	$ 500.00
	4/28/2026	Barriors Dogs, Inc.	Sponsorship	$ 500.00
	7/21/2026	Felix Angela Morales Memorial	Sponsorship	$ 1,000.00
	7/21/2026	Power On Heels	Sponsorship	$ 1,000.00
	8/21/2026	Navidad en El Barrio	Sponsorship	$ 500.00
	7/21/2026	Mission One	Sponsorship	$ 500.00
			Total	**$ 4,000.00**
Dr. Pretta VanDible Stallworth				
	9/10/2025	Serenity Performing Arts Academy	Sponsorship	$ 5,000.00
			Total	**$ 5,000.00**
Trustee Dave Wilson				
	1/7/2026	Hegar Foundation	Sponsorship	$ 5,000.00
			Total	**$ 5,000.00**
			Total BACA Expense	**$ 31,800.00**