HOUSTON
CITY COLLEGE

AGENDA

BOARD OF TRUSTEES

REGULAR MEETING

November 18, 2026
4:00 PM

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

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

November 18, 2026

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Houston City College will be held on Wednesday, November 18, 2026 at 4:00 PM, or after, and from day to day as required, 3100 Main Street, 2nd Floor Auditorium, Houston, Texas 77002. The items listed in this notice may be considered in any order at the discretion of the Chair or Board and items listed for closed session discussion may be discussed and/or approved in open session and vice versa as permitted by law.

I. Call to Order

II. Prayer and Pledge of Allegiance

III. Approval of Minutes

A. Approval of Minutes for October 2026

IV. Awards, Presentations, and Recognitions

A. Check Presentation by Bedichek-Orman Auction Committee

B. Check Presentation by Johnson Controls, Inc.

C. Check Presentation by PVF Roundtable

D. Veterans Day Recognition

E. Recognition of National Native American Heritage Month

F. Recognition of International Men's Day

V. Chair's Report

A. Trustees District Report

VI. Chancellor's Report

A. United Student Council Report

B. Faculty Senate Report

C. Staff Senate Report

VII. Hearing of Citizens

VIII. Consent Agenda

1. Acceptance of Donated Items

2. Approval of Policy CL (LOCAL) Facilities Planning

3. Approval of Proposed Revisions to GB (LOCAL) Public Complaints and Hearings
4. Approval of Proposed Revisions to CGF (LOCAL) Safety Program: Security Personnel
5. Approval of CAK (LOCAL) Appropriations and Revenue Sources: Investments
6. Approval of Proposed Revisions to CDB (LOCAL) - Accounting: Inventories
7. Approval of FDA (LOCAL) - Tuition and Fees: Residency
8. Approval of Proposed Revisions to FFDA (LOCAL) Freedom from Discrimination, Harassment, and Retaliation: Sex and Sexual Violence
9. Approval of Proposed Revisions to BBH (Local) Conventions, Conferences, and Workshops
10. Monthly Investment Report, Financial Statement and Budget Review for September 2026

IX. Topics for Discussion and/or Action

A. Cooperative Contract Award Electric Service Provider Tradition Energy

B. Cooperative Contract Award Natural Gas Service Provider Tradition Energy

C. Personnel Agenda - Faculty

D. HCC Foundation Quarterly Report

E. Capital Improvement Projects Report

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

A. **Legal Matters**

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

1. Discuss HB20 Opportunities and Potential Contract
2. Discuss Potential Partnership Ageements
3. Swift Water Rescue Training Program
4. Legal Implications of Potential State Legislation on HCC Service Area
5. Update on IT Security

B. **Personnel Matters**

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

C. **Real Estate Matters**

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

1. Real Estate Opportunities Update

XI. Additional Closed or Executive Session Authority:

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

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

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

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

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

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

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

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

executive meeting or session, then such final action, final decision, or final vote shall be at either:

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

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

A. Campus Security Update

XII. Reconvene in Open Meeting

XIII. Adjournment

XIV. Appendix - No Action Required

CERTIFICATE OF POSTING OR GIVING NOTICE

On this **12th day of November 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 18, 2026

Approval of Minutes

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

RECOMMENDATION

Approve meeting minutes for October 2026.

COMPELLING REASON AND BACKGROUND

In accordance with the Board bylaws, the Board shall prepare and keep minutes of each open meeting.

The following Board meetings were held in October 2026:

- Academic and Student Affairs Committee on October 7, 2026
- Audit Committee on October 7, 2026
- Committee of the Whole Meeting on October 7, 2026
- External Relations Committee on October 7, 2026
- Special Meeting on October 7, 2026
- Regular Meeting on October 28, 2026

LEGAL REQUIREMENT

In accordance to Board Bylaws, Article G, Section 9

STRATEGIC ALIGNMENT

1. Student Success

ATTACHMENTS:

Description	Upload Date	Type
Draft Minutes - October 2026	11/11/2026	Attachment

This item is applicable to the following: District

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

October 7, 2026

Minutes

The Academic and Student Affairs Committee of Houston City College Board of Trustees met on Wednesday, October 7, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT
Adriana Tamez, Committee Chair (via Video Conference)
Sean Cheben, Committee Member
Renee Patterson, Committee Member
Laolu Davies
Cynthia Lenton-Gary
Monica Richart
Eva Loredo, Alternate Member
Dave Wilson

CHANCELLOR'S COUNCIL
Margaret Ford Fisher, Chancellor
Lisa Alcorta, Vice Chancellor, Student Services
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, HCC Global Online
Michael Edwards, Office of the Ombudsman
Izzy Flowers, Staff Senate President
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
Zachary Hodges, President, HCC Northwest
Warren Hurd, Vice Chancellor, Administrative Services
Bob McCracken, Vice Chancellor, Administration and Operations
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer
Nicole Montgomery, General Counsel
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Barry Sullivan, Chief Information Officer, Information Technology
Mia Taylor, Faculty Senate President
Michael Webster, President, HCC Southwest
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

DRAFT

OTHER PRESENT
Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER
Dr. Adriana Tamez, Committee Chair, called the meeting to order at 11:21 a.m. and declared the Board convened to consider matters about Houston City College as listed on the duly posted Meeting Notice.

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

OPPORTUNITY FOR PUBLIC COMMENTS
No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

ADOPT THE GENERAL EDUCATION CURRICULUM REVIEW COMMITTEE RECOMMENDATION
Motion – Trustee Sean Cheben motioned, and Trustee Eva Loredo seconded.

Dr. Ford Fisher noted that the item provides an overview of the General Education Curriculum Review Committee's recommendations for consideration by the Board and advised that Dr. Miguel Ramos, Vice Chancellor of Instructional Services, would provide an overview.

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

Dr. Ramos provided an overview of the following:

- SB 37 General Education Curriculum Review Charge
- General Education Curriculum Review Criteria
- General Education Review Process

(Trustee Richart joined the meeting at 11:30 a.m.)

(Trustee Davies left at 11:31 a.m.)

- Recommendation
- Context for Recommendation
- Item Rating Score Distribution
- Texas Core Guidelines and SB 37 Criteria Comparison
- Core Curriculum Comparison based on Reported Cuts, 2025-2026
- Practical Considerations
- Future Work

Dr. Ramos noted that costs are also reviewed and advised that the core curriculum is based on reviews by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and the Texas Higher Education Coordinating Board (THECB).

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

REPORT ON LICENSURE EXAM RATES

Dr. Ford Fisher noted that the item provides an update on licensure exam rates and advised that Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer, would provide an overview.

Dr. Perez provided an overview of the following:

- Consumer Arts & Sciences COE Licensure Exam Pass Rates by Award, 2024-25
- Consumer Arts & Sciences COE Licensure Exam Pass Rate Trends
- Education Professions COE & English & Communications Division, Licensure Exam Pass Rates by Award, 2024-25
- Education Professions COE & English & Communications Division, Licensure Exam Pass Trends
- Health Sciences COE Licensure Exam Pass Rates by Award, 2024-25
- Health Sciences COE Licensure Exam Pass Rates Trends
- Public Safety COE Licensure Exam Pass Rates by Award, 2024-25
- Public Safety COE Licensure Exam Pass Rates Trends
- Licensure Exam Pass Rates by Award and COE, 2024-25
- Licensure Exam Pass Rates by Award and COE, 2024-25*

Dr. Perez noted an error in the reported pass rate for the COE Business Technology General Office Administration program and apprised that the correct pass rate is 82%.

SUMMER ENROLLMENT AND COURSE COMPLETION UPDATE

Dr. Ford Fisher noted that the item provides an update on summer enrollment and course completion and advised that Dr. Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, would provide an overview.

Dr. Burridge reported on the following:

- Review of 5-year trends in summer enrollment
- Examine course-taking patterns across colleges, including online
- Highlight dual credit growth and course completion outcomes
- Summer Enrollment
- Both total enrollment and SCH enrollment have increased consistently over the last 5 years
- Total seat count enrollment (duplicated) is increasing faster than headcount (unduplicated) enrollment
- Both traditional (non-dual credit) and dual credit unduplicated enrollment are increasing.
- Percent of courses taken online: Both traditional and dual credit students take a higher percentage of courses online in the summer
- Total Seat Count (Duplicated) Summer Enrollment by College

- Both head count and seat count enrollment are increasing for dual credit students
- Duplicated Dual Credit Summer Enrollment by College
- Dual Credit Summer Course Completion
- Dual credit students have high completion, pass (A-D), and success (A-C) rates in their summer courses
- Dual Credit Course Completion

Trustee Cheben inquired whether dual credit enrollment was across all independent school districts (ISDs) or limited to Houston Independent School District (HISD). Dr. Burridge clarified that enrollment included all ISDs.

Trustee Loredo emphasized the importance of maintaining a focus on student retention and completion.

REPORT ON 2026 COMMUNITY COLLEGE SURVEY OF STUDENT ENGAGEMENT (CCSSE) RESULTS
Dr. Ford Fisher noted that the item provides an update on 2026 Community College Survey of Student Engagement (CCSSE) results and advised that Dr. Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, and Dr. Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer, would provide an overview.

Dr. Perez noted that the survey provides feedback on the student experience at HCC. She apprised that the benchmarks show HCC at or above its peers.

Dr. Burridge reported on the following:

- Community College Survey of Student Engagement (CCSSE)
- Who are HCC Students?

Trustee Richart referenced the data regarding “English Not First Language” and inquired whether the reported 51% was accurate. Dr. Burridge confirmed the accuracy of the data.

Dr. Tamez clarified that the survey response may indicate that English was not the first language learned by the student; however, it does not necessarily mean that the student does not speak English.

(Trustee Wilson joined the meeting at 11:53 a.m.)

Trustee Richart requested further review of the data, noting the potential for multilingual students. Dr. Burridge apprised that the survey is administered nationally and indicated that a more in-depth review would be conducted to address the concern.

Dr. Burridge continued with the presentation to include:

- Students value their HCC experience

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- HCC students report barriers that could threaten persistence, making support in navigating work, family, academic, and financial challenges critical
- CCSSE benchmarks represent areas of educational practice that research has linked to student learning, persistence, and success
- CCSSE Benchmarks: HCC Compared to Peer Institutions
- CCSSE Benchmarks: Part-time students lag full-time students in every area
- CCSSE Benchmarks: HCC Trend in Benchmark Scores
- Active and Collaborative Learning: Item Level Responses
- Student-Faculty Interactions: Item Level Responses
- Student Effort: Item Level Responses Part 1
- Student Effort: Item Level Responses Part 2

ADJOURNMENT
With no further business coming before the Board, the meeting adjourned at 12:00 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved: _____

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AUDIT COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE

October 7, 2026

Minutes

The Audit Committee of Houston City College Board of Trustees met on Wednesday, October 7, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT
Pretta VanDible Stallworth, Committee Chair
Monica Richart, Committee Member
David Wilson, Member
Sean Cheben, Alternate Member
Lalou Davies

CHANCELLOR'S COUNCIL
Margaret Ford Fisher, Chancellor
Lisa Alcorta, Vice Chancellor, Student Services
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, HCC Global Online
Michael Edwards, Office of the Ombudsman
Izzy Flowers, Staff Senate President
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
Zachary Hodges, President, HCC Northwest
Warren Hurd, Vice Chancellor, Administrative Services
Bob McCracken, Vice Chancellor, Administration and Operations
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer
Nicole Montgomery, General Counsel
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Barry Sullivan, Chief Information Officer, Information Technology
Mia Taylor, Faculty Senate President
Michael Webster, President, HCC Southwest
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHER PRESENT
Melissa Mihalick, Board Counsel, Thompson and Horton, LLP (via Video Conference)

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CALL TO ORDER
Dr. Pretta VanDible Stallworth, Committee Chair, called the meeting to order at 9:31 a.m. and declared the Board convened to consider matters about Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Richart, VanDible Stallworth, and Wilson)

OPPORTUNITY FOR PUBLIC COMMENT
No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

FY 2026 INTERNAL AUDIT ANNUAL REPORT
Motion – Trustee David Wilson motioned, and Trustee Monica Richart seconded.

Dr. Ford Fisher noted that the item provides an overview of the Internal Audit Annual Report and apprised that Terrance Corrigan, Executive Director, Internal Auditing, would provide an overview.

Mr. Corrigan noted that the annual report is required to be approved by the governing Board and posted on the college website within 30 days of approval.

Mr. Corrigan provided an overview of the following:

- Internal Audit Plan FY 2026
- External Quality Assurance Review
- Observations & Action Plans
- Consulting & Non-audit Services
- Internal Audit Plan FY 2027
- External Audit Services FY 2026
- Reporting Fraud & Abuse
- Posting Plan & Annual Report

Mr. Corrigan referenced the following opportunities for improvement recommended by the External Quality Assurance Review:

- Consider detailing the IA Strategic Plan in a multi-year format.
- Consider incorporating the Standards Topical Requirements into the annual audit and engagement planning processes.
- Consider enhancing the IA QAIP by including in the periodic internal assessments process using a maturity framework to demonstrate the effectiveness and maturity of the internal audit function related to the principles in the Standards.

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

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INTERNAL AUDIT FUNCTION PERFORMANCE MEASUREMENT

Dr. Ford Fisher noted that the item provides an overview of the Internal Audit Function Performance Measurement and apprised that Terrance Corrigan, Executive Director, Internal Auditing, would provide an overview.

Mr. Corrigan noted that the report is provided annually in accordance with the Global Internal Audit Standards (GIAS) requirements. He apprised that two performance measurements are utilized to track performance: (1) Unit Core Functions and Assessment Report and (2) Internal Audit Goals, Initiatives, and Activities Matrix. Mr. Corrigan provided an overview of each measurement.

Trustee Wilson inquired how the performance measurements align with the methodology and the high rating received on the self-assessment referenced earlier. Mr. Corrigan noted that all requirements outlined in the matrix are tracked to ensure quality assurance standards are met.

Dr. VanDible Stallworth recommended exploring opportunities for Internal Audit to present at the ACCT and AACC annual conferences.

DISCUSSION OF RISK: ENROLLMENT AND FUNDING MODEL

Dr. Ford Fisher noted that the item provides an overview of risk relating to the enrollment and funding model. She noted that Dr. Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer, Dr. Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, and Dr. Lisa Alcorta, Vice Chancellor, Student Services, would provide the report.

Dr. Perez noted that the presentation would provide an overview of what is being done to address enrollment, as well as the efforts on the student services side to ensure student retention and completion.

Dr. Burridge provided an overview of the following:

- Understanding Funding and Enrollment Risks
- Comparison of Competitors Valuations
- Risks to Dependence on Ad Valorem Taxes
- Tuition and Fees
- Risks Affecting Tuition and Fee Revenue
- Risks to the Outcomes-Based on Funding Model
- Enrollment affects two of the three core revenue streams.

Dr. Alcorta reported on the following:

- Outreach & Communication Practices
- Practice Highlight: New Student Communications
- Practice Highlight: Enrollment Growth Practices

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(Trustee Davies joined the meeting at 9:53 a.m.)

- Practice Highlight: Student Connection and Engagement
- Practice Highlight: Virtual Lobby
- Practice Highlight: Navigate Success

(Trustee Cheben joined the meeting at 9:58 a.m.)

- Practice Highlight: Early Alert, Student Hand Raises, Academic Planning
- Navigating Risk and Sustaining Growth
- Enrollment Data Analysis (Year-over-Year SCH Comparison - Fall 2024 to Fall 2025 to Fall 2026)

Trustee Richart commended the efforts to reach new students and requested that special attention be given to student communication, particularly in instances involving overlapping academic calendars between ISDs and HCC. She noted that students attending during the summer may be high-performing students and recommended exploring opportunities to further engage and support their potential. Trustee Richart also expressed concern that high school students attending during the summer did not receive student identification cards and emphasized that providing IDs could foster a greater sense of inclusion and belonging.

Trustee Davies referenced the slide highlighting enrollment growth trends for 2024, 2025, and 2026 and emphasized the need for the College to strategically consider the long-term implications of continued enrollment growth. He referenced the use of Artificial Intelligence (AI) and institutional bandwidth and inquired about the planning processes to ensure the College is prepared to accommodate continued growth. Dr. Burridge noted that these considerations are central to the budget planning process, particularly in evaluating the College's facilities, programs, and operational needs. She emphasized that the factors identified are essential to ensuring the institution has sufficient revenue and resources to effectively serve its growing student population.

Trustee Davies recommended keeping these considerations at the forefront of the College's planning efforts to ensure that student needs are being adequately addressed. He emphasized the importance of utilizing appropriate metrics to assess facility needs and ensure that infrastructure remains sufficient and current to support enrollment growth. Trustee Davies further expressed a desire for a more comprehensive review and discussion of enrollment growth, particularly as it relates to addressing facility needs and identifying necessary investments to support the College's continued growth and ability to serve students.

Trustee Wilson expressed concern regarding the negative perception of higher education and the increasing number of institutions closing or merging. He recommended exercising caution when considering the institution's facilities expansion, particularly given the growth of online courses, which could reduce the need for additional physical facilities.

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Dr. Ford Fisher noted that the College is taking an intentional approach to identifying and responding to emerging changes in higher education, ensuring that shifts in student demand guide institutional initiatives. She emphasized that technology, funding, and operational efficiency are significant factors influencing the College's direction. Dr. Ford Fisher also acknowledged concerns regarding student credentials and apprised that the administration is evaluating opportunities to adapt its strategies to better align with student needs and identify areas where institutional changes may be necessary.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 10:14 a.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved: _____

DRAFT

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

October 7, 2026

Minutes

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, October 7, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT
Eva Loredo, Chair
Sean Cheben, Vice Chair
Cynthia Lenton-Gary, Secretary
Laolu Davies
Renee Patterson
Monica Richart
Adriana Tamez
Dave Wilson

CHANCELLOR COUNCIL
Margaret Ford Fisher, Chancellor
Lisa Alcorta, Vice Chancellor, Student Services
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, HCC Global Online
Michael Edwards, Office of the Ombudsman
Izzy Flowers, Staff Senate President
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
Zachary Hodges, President, HCC Northwest
Warren Hurd, Vice Chancellor, Administrative Services
Bob McCracken, Vice Chancellor, Administration and Operations
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer
Nicole Montgomery, General Counsel
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Barry Sullivan, Chief Information Officer, Information Technology
Mia Taylor, Faculty Senate President
Michael Webster, President, HCC Southwest
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

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OTHERS PRESENT
Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER
Trustee Eva Loredo, Chair, called the meeting to order at 12:01 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

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

HEARING OF THE CITIZENS
No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

QUARTERLY AND MONTHLY INVESTMENT REPORTS, FINANCIAL STATEMENT AND BUDGET REVIEW FOR AUGUST 2026
Motion – Trustee Davies motioned, and Dr. Adriana Tamez seconded.

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

Mr. McCracken noted that the financial figures presented through August 31 were unaudited and apprised that the final audited figures would be provided upon completion of the annual audit.

Mr. McCracken further noted a slight variance in the weighted average reporting.

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

ADJOURNMENT
With no further business coming before the Board, the meeting adjourned at 12:05 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved: _____

DRAFT

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

October 7, 2026

Minutes

The External Relations Committee of Houston City College met on Wednesday, October 7, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT
David Wilson, Committee Chair
Laolu Davies, Committee Member
Eva Loredo, Committee Member
Cynthia Lenton-Gary, Alternate Committee Member
Sean Cheben
Adriana Tamez

CHANCELLOR'S COUNCIL
Margaret Ford Fisher, Chancellor
Lisa Alcorta, Vice Chancellor, Student Services
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, HCC Global Online
Michael Edwards, Office of the Ombudsman
Izzy Flowers, Staff Senate President
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
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Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Barry Sullivan, Chief Information Officer, Information Technology
Mia Taylor, Faculty Senate President
Michael Webster, President, HCC Southwest
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHER PRESENT
Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

DRAFT

CALLED TO ORDER
Trustee Dave Wilson, Committee Chair, called the meeting to order at 10:32 a.m. and declared the Board convened to consider matters of Houston Community College as listed on the duly posted Meeting Notice.

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

OPPORTUNITY FOR PUBLIC COMMENTS
No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

PROPOSED LEGISLATIVE INITIATIVES – 90TH LEGISLATIVE SESSION
Motion – Trustee Laolu Davies motioned, and Trustee Eva Loredo seconded.

Dr. Ford Fisher noted that the item is to request approval of the proposed legislative agenda for the 90th Legislative Session. She apprised that Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations, would provide an update.

Mr. Young provided an overview of the HCC Proposed Policy Priorities for the 90th Legislative Session:

- Executive Summary
- Relevant Key Dates
- Opening Day of 90th Legislative Session - January 12, 2027
- Revenue Estimate Published - January 2027
- Proposed Priorities - Tier 1
  - Adopt Robust Biennial Appropriation
  - Support full funding in
  - Supporting Community College Baccalaureate Degrees
  - Support Continuation of State's Workforce Education Grant Programs
  - Make Statutory Name Change from Houston Community College to Houston City College
  - Maintain Authority of locally elected Community College Governing Boards
- Proposed Policy Priorities - Tier 2
  - Align college, career, and military readiness, dual credit, CTE, Credentials of Value, and community college funding to strengthen pathways to college completion and workforce success.
  - Support access to timely wage and occupational data to guide workforce program development, accountability, and Workforce Pell implementation.
  - Improve access to nursing programs and clinical rotation opportunities.
  - Support timely, detailed wage and occupation data
- Proposed Policy Priorities - Tier 3
  - HCC Serve as Testing Site

DRAFT

- HCC Legislative Timeline 2026

Trustee Cheben noted that other institutions are receiving approval of the Workforce Pell grant initiative and requested an update on the College's status. Mr. Young noted that Dr. Andrea Burridge, Vice Chancellor, Strategy, Planning, and Institutional Effectiveness, has been working on the proposal. Dr. Burridge apprised that the College has submitted its Workforce Pell application and is currently engaged in discussions regarding the submission.

Trustee Davies emphasized the need to explore opportunities to expand healthcare clinical training capacity, referencing emerging healthcare facilities and integrated healthcare systems. He noted the importance of establishing entry-level pathways into healthcare careers and recommended evaluating how these opportunities align with the College's legislative agenda.

Dr. Ford Fisher noted that healthcare enrollment has reached unprecedented levels. She apprised that Dr. Lutricia Harrison, President of HCC Coleman College, has observed increased enrollment resulting from collaboration among the college presidents to address healthcare workforce needs throughout the district.

Trustee Davies recommended a more comprehensive discussion regarding how these initiatives align with the advancement of healthcare education and workforce development.

Trustee Wilson referenced the proposed expansion of the cap on baccalaureate degrees and emphasized the need for caution. He noted that expanding opportunities in nursing and teaching may be feasible and inquired whether the proposal would allow institutions to offer more than seven baccalaureate degrees. He also requested clarification regarding the proposed limits and the definition of full funding. Trustee Wilson expressed concern that the language was too general to establish measurable outcomes and recommended identifying more specific policy priorities, including numerical targets, to evaluate progress.

Trustee Wilson referenced the Tier 3 priority regarding examination sites and inquired whether the proposal would include electrical trade examinations, including state master electrician licensing examinations. Dr. Miguel Ramos, Vice Chancellor, Instructional Services, clarified that the proposal relates to licensing examinations requiring access to specific data and would encompass examinations the College could be authorized to administer.

Trustee Davies inquired whether the proposed legislative priorities, if adopted, could subsequently be amended to incorporate the recommendations discussed, particularly regarding quantifiable measures and greater specificity as requested by Trustee Wilson.

Dr. Young provided clarification regarding whether the proposal was intended to exempt nursing programs from the baccalaureate degree cap and apprised that the proposed exemption would apply to nursing and teaching programs, allowing institutions to offer additional degrees.

Trustee Wilson noted the importance of establishing measurable policy priorities with specific numerical goals or targets to assess whether the intended outcomes are achieved.

Trustee Loredo inquired about the College's current baccalaureate degree offerings. Dr. Ramos noted that the College currently offers two baccalaureate degrees, with three additional programs under review for approval by the Texas Higher Education Coordinating Board (THECB).

Trustee Loredo emphasized the importance of continuing to expand healthcare programs and collaborating with neighboring colleges to establish pathways for students to pursue programs not currently offered by the College. She expressed concern that the College had previously advertised plans to offer a baccalaureate degree in nursing; however, the program had not been implemented.

Dr. Lenton-Gary noted the need for clarification regarding the expansion of baccalaureate degree programs. Dr. Young explained that two potential courses of action would provide the College with greater flexibility to pursue its priorities, including exempting programs in critical workforce areas, such as nursing and teacher education, from the existing cap. He noted that this approach would allow the College to advance these priorities while addressing potential opposition to broader expansion.

Trustee Davies noted that, based on the Board's discussion, the proposed expansion should focus on exempting nursing and teacher education programs from the cap. He recommended amending the item to clarify the Board's position and intent.

Dr. Ford Fisher provided background regarding the initial authorization of five baccalaureate degree programs, noting that HCC was approved to offer two. She explained that feedback from advisory committees emphasized the need for individuals with specialized knowledge and credentials in high-demand fields. She noted that expanding baccalaureate degree opportunities would allow students to obtain the credentials necessary to meet workforce demands. She also referenced ongoing discussions regarding three-year bachelor's degree programs at universities and the uncertainties associated with evolving technology needs. She explained that these considerations contributed to the recommendation for expansion and referenced the THECB role in authorizing community college baccalaureate programs.

Dr. Miguel Ramos, Vice Chancellor, Instructional Services, clarified that the current statutory cap is five baccalaureate degree programs per community college and provided additional context regarding the proposed expansion and the extent to which community colleges could offer additional programs.

Trustee Davies emphasized that the Board's intent was not necessarily to pursue an increase to seven baccalaureate degree programs unless supported by THECB. He reiterated his recommendation to prioritize exemptions for nursing and teacher education programs to address critical workforce shortages.

Trustee Davies recommended amending the item to clarify the Board's legislative priority to support expanding the current cap of five community college baccalaureate degree programs by exempting nursing and teacher education programs from the cap, thereby enabling community colleges to respond more effectively to critical workforce shortages in high-demand fields.

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Motion to Amend – Trustee Laolu Davies motioned, and Trustee David Wilson seconded, to amend the language to read "Support expanding the current cap of five community college baccalaureate degrees; by exempting nursing and teacher education from the cap, to enable colleges to respond more effectively to critical workforce shortages in high-demand fields."

Vote on the Amendment – The motion passed with a vote of 3-0, with Trustees Wilson, Davies, and Loredo in favor.

Vote on Motion as Amended – The motion passed with a vote of 3-0, with Trustees Wilson, Davies, and Loredo in favor.

ADJOURNMENT
With no further business coming before the Board, the meeting adjourned at 11:20 a.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved: _____

DRAFT

SPECIAL MEETING
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE

October 7, 2026

Minutes

The Board of Trustees of Houston City College met on October 7, 2026, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT
Eva Loredo, Chair
Sean Cheben, Vice Chair
Cynthia Lenton-Gary, Secretary
Renee Patterson
Monica Richart
Pretta VanDible Stallworth
Adriana Tamez
Dave Wilson
Pretta VanDible Stallworth (via Video Conference)

CHANCELLOR COUNCIL
Margaret Ford Fisher, Chancellor
Lisa Alcorta, Vice Chancellor, Student Services
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, HCC Global Online
Michael Edwards, Office of the Ombudsman
Izzy Flowers, Staff Senate President
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
Zachary Hodges, President, HCC Northwest
Warren Hurd, Vice Chancellor, Administrative Services
Bob McCracken, Vice Chancellor, Administration and Operations
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer
Nicole Montgomery, General Counsel
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Barry Sullivan, Chief Information Officer, Information Technology
Mia Taylor, Faculty Senate President
Michael Webster, President, HCC Southwest
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHERS PRESENT
Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER
Trustee Eva Loredo, Chair, called the meeting to order at 12:06 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

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

OPPORTUNITY FOR PUBLIC COMMENTS
No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

PUBLIC HEARING REGARDING TAX REVENUE CALCULATION AND VOTE TO APPROVE 2026 TAX RATES FOR MAINTENANCE AND OPERATIONS AND DEBT SERVICE
No citizens came forward to address the Board during the public hearing.

APPROVE THE TAX YEAR 2026/FISCAL YEAR 2027 TAX RATE FOR MAINTENANCE AND OPERATIONS
Motion – Trustee Sean Cheben motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item recommends approval of the proposed tax rate of $0.086206 per $100 assessed valuation, which is necessary to fund the approved FY2027 operating budget and debt service payments. She noted that the item also announces the timeline for the public hearing and final adoption of the tax rates. She apprised that Mr. Robert McCracken would provide an overview and address any questions.

Mr. McCracken provided an overview of the following:

- Typical County Timeline
- Calculations (No Change to Total Tax Rate)
- Recommended Tax Rate and Revenue Estimates (No Change to Total Tax Rate)
- Tax Rate Recommendation (No Change to Total Tax Rate)
- Timeline to Adoption –Tax Year 26/Fiscal Year 27

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

(Dr. VanDible Stallworth joined the meeting at 12:24 p.m.)

APPROVE THE TAX YEAR 2026/FISCAL YEAR 2027 TAX RATE FOR DEBT SERVICE
Motion – Dr. Cynthia Lenton-Gary motioned, and Trustee Sean Cheben seconded.
Dr. Ford Fisher noted that the item is to approve the proposed Debt Service tax rate of $0.012596

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per $100 assessed valuation.

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

APPROVE RESOLUTION IN MEMORIAM OF REPRESENTATIVE GARNET F. COLEMAN
Motion – Dr. Adriana Tamez motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that HCC mourns the passing of Representative Garnet F. Coleman, who devoted more than three decades to public service, representing the people of Houston and the State of Texas with distinction and an unwavering commitment to improving the lives of those he served.

Dr. Ford Fisher apprised that Mr. Coleman played a significant role in advancing healthcare access for Texas children, including efforts that helped establish and strengthen Medicaid and health insurance programs for children.

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

ADJOURNED TO CLOSED SESSION
Trustee Eva Loredo adjourned the meeting to Executive Session at 12:19 p.m., notice having previously been given and reiterated per Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Trustee Eva Loredo stated that any final action, vote, or decision on any item discussed in Executive Session would be taken up in the Open Session or a subsequent Public Meeting.

Trustee Eva Loredo reconvened the meeting in Open Session at 1:24 p.m. and entertained any motions on pending matters.

(Present: Trustees Cheben, Davies, Loredo, Richart, and Wilson)

ADJOURNMENT
With no further business coming before the Board, the meeting adjourned at 1:24 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: _____

DRAFT

REGULAR MEETING
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE

October 28, 2026

Minutes

The Board of Trustees of Houston City College held a Regular Meeting on Wednesday, October 28, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT
Eva Loredo, Chair
Sean Cheben, Vice Chair
Laolu Davies
Renee Patterson
Monica Richart
Pretta VanDible Stallworth
Adriana Tamez
Dave Wilson

CHANCELLOR COUNCIL
Margaret Ford Fisher, Chancellor
Andrea Burridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, HCC Online
Michael Edwards, Office of the Ombudsman
Izzy Flowers for Morgan Yette, Staff Senate President
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
Zachary Hodges, President, HCC Northwest
Warren Hurd, Vice Chancellor, Administrative Services
Bob McCracken, Vice Chancellor, Administration and Operations
Elizabeth McGee, Chief Artificial Intelligence Transformation Officer
Nicole Montgomery, General Counsel
Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Karen Schmidt, Executive Director, HCC Foundation
Barry Sullivan, Chief Information Officer
Mia Taylor, Faculty Senate President
Michael Webster, President, HCC Southwest
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHERS PRESENT
Melisa Mihalick, Board Counsel, Thompson and Horton, LLP

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CALL TO ORDER
Trustee Eva Loredo, Chair, called the meeting to order at 4:09 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

(Present: Trustees Davies, Loredo, Patterson, Tamez, VanDible, Stallworth and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE
Trustee Dave Wilson led in the prayer and pledges.

APPROVAL OF MINUTES FOR September 2026
Motion – Dr. Adriana Tamez motioned, and Trustee Renee Patterson seconded.

Vote – The motion passed with a vote of 6-0, with Trustees Loredo, Davies, Patterson, Tamez, VanDible Stallworth, and Wilson in favor.

AWARDS, PRESENTATIONS, AND RECOGNITIONS
- Check Presentation by Lowe's Foundation
- Skills Development Fund Announcement Presented by Chairman Joe Esparza, Texas Workforce Commission

(Trustee Sean Cheben joined the meeting at 4:20 p.m.)

(Trustee Monica Richart joined the meeting at 4:20 p.m.)

CHAIR'S REPORT
Trustee Loredo recognized Dr. Pretta VanDible Stallworth for her appointment as ACCT Board Chair for 2026–2027 and Dr. Adriana Tamez for being named a 2026 Women on the Move Honoree.

TRUSTEE DISTRICT REPORT

District III – Dr. Adriana Tamez expressed appreciation to the college presidents, teams, and administration for their continued dedication and daily contributions to HCC. She noted that the College continues to make a meaningful difference in the lives of those we serve. Dr. Tamez also announced the Bedi-Chek Auction is scheduled for Friday, October 30, 2026.

District IV – Trustee Laolu Davies reported attending the Lyceum Conference in Sherman, Texas, and noted the Chancellor participated in a panel discussion. He also recognized Breast Cancer Awareness Month and National Night Out. Trustee Davies reported attending the Port of Houston Project 11 event, which focused on the widening of the Houston Ship Channel.

District V – Trustee Sean Cheben extended best wishes to everyone in celebration of Diwali.

District VIII – Trustee Eva Loredo expressed appreciation to the HCC family for their continued dedication and contributions to the College, as well as to the donors for their generous support.

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District IX – Dr. Pretta VanDible Stallworth expressed appreciation to the Chancellor and her team for the presentations delivered during the ACCT Leadership Congress in Chicago, IL. She recognized an HCC cosmetology student who provided hairstyling services and thanked Karl Mayes for producing the video reel presented during the ACCT Incoming Chair Reception at which she was honored. Additionally, she expressed appreciation to Trustees Loredo and Davies for attending the conference and for their support.

BIRTHDAY RECOGNITION
Trustee Loredo extended birthday wishes to Trustee Renee Patterson, who celebrated her birthday on October 18; Trustee Laolu Davies, on October 22; and Dr. Adriana Tamez, on October 25.

BOARD MEETING SCHEDULE
Trustee Loredo announced the next Committee/COTW meetings will be held on Wednesday, November 4, 2026, and the Regular Meeting on Wednesday, November 18, 2026.

(Trustee Patterson stepped out at 4:49 p.m.)

CHANCELLOR'S REPORT
Dr. Ford Fisher provided the following highlights:

- ACCT Leadership Congress: Highlighted the ACCT Leadership Congress and congratulated Dr. Pretta VanDible Stallworth on becoming ACCT Board Chair for 2026–2027.
- ACCT Presentations: Recognized the presentations delivered by HCC trustees, administrators, faculty, and staff during the ACCT Leadership Congress.
- Marketing and Public Relations Awards: Recognized the HCC Communications and Marketing Team for receiving District 4 Medallion Awards.
- Enrollment Report: Provided an overview of enrollment comparisons, including:
    - Fall 2025 vs. Fall 2026 total enrollment.
    - Spring 2026 vs. Spring 2027 enrollment.

UNITED STUDENT COUNCIL REPORT
USC President provided the following report:

- USC Officers: Recognized the USC officers for their leadership and service.
- Campus-Wide Activities: Highlighted activities held in recognition of Breast Cancer Awareness Month and Hispanic Heritage Month.
- USC Officer Reports Meeting: Reported on the USC Team Shared Officer Reports Meeting, featuring Dr. Marlon Anderson as the guest speaker.
- USC Logo and Name: Announced updates to the USC logo and name.
- Breast Cancer Awareness Walk: Highlighted the USC Breast Cancer Awareness Walk.
- USC General Assembly Meeting: Reported on the second General Assembly Meeting held in October, which focused on campus resources.

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- HCC Student Government Association (SGA): Announced that HCC SGA representatives will attend the Gulf Regional Summit at the College of the Mainland.

FACULTY SENATE REPORT
Dr. Mia Taylor, Faculty Senate President, reported on the following:

- Breast Cancer Awareness and Domestic Violence Awareness Month
- Recognized the Faculty Senate Officers and Members of the Faculty Senate Executive Board
- Bedi-Chek Auction, Friday, October 30, 2026, at 6 p.m., HCC West Houston Institute
- Faculty Senate Meet and Greet on Thursday, November 12, 2026
- Faculty Appreciation Day on Thursday, November 12, 2026

STAFF SENATE REPORT
Ms. Izzy Flowers, State Senate President, provided the following report:

- Institutional Excellence at HCC with staff members and team efforts
- Recognition of Breast Cancer Awareness Month
- Co-presented ACCT Conference in Chicago, IL with Dr. VanDible Stallworth
- Congratulations to Dr. VanDible Stallworth as ACCT Board Chair for 2026-27
- Staff Senate Elections held in October 2027
- Hold Election for President-elect on Friday, Oct. 30, 2026
- Senate voted to transition wellness committee ad hoc to a permanent committee
- ALS Walk at Central College in November

HEARING OF THE CITIZENS
There were no citizens present to speak before the Board.

CONSENT AGENDA
Motion – Dr. Adriana Tamez motioned, and Trustee Sean Cheben seconded, to approve the Consent Agenda with the exception of Item VIII.4-Adopt the General Education Curriculum Review Committee Recommendation.

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

The following items were approved:

- Acceptance of Donated Items
- FY 2026 Internal Audit Annual Report
- Proposed Legislative Initiatives – 90th Legislative Session, As Amended
- Quarterly and Monthly Investment Reports, Financial Statement and Budget Review for August 2026

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ADOPT THE GENERAL EDUCATION CURRICULUM REVIEW COMMITTEE RECOMMENDATION.
Motion – Dr. Adriana Tamez motioned, and Dr. Laolu Davies seconded.

Trustee Laolu Davies noted that each trustee had an opportunity to appoint a representative to the General Education Curriculum Review Committee. He inquired about the status of the committee's work, the level of participation, and its ongoing commitment.

Dr. Miguel Ramos noted that the committee recommended maintaining the current core curriculum structure. He apprised that all committee members participated in the evaluation process, which included reviewing and rating each core curriculum course to determine whether it met the established criteria. He noted that all 145 courses met the criteria and that the committee recommended retaining all 145 courses within the core curriculum.

Trustee Davies inquired whether a foundational course could be included in the core curriculum. Dr. Ramos apprised that community colleges generally offer courses within the established core curriculum framework. He noted that, in rare instances, academically unique courses may be considered, provided that three universities confirm their willingness to accept the courses for transfer credit.

Trustee Davies referenced human skills and inquired about the possibility of including a course focused on these competencies. Dr. Ramos noted that such a course could be considered, subject to review by the curriculum committee.

Trustee Davies recommended exploring opportunities to incorporate courses that enhance students' practical life skills, including artificial intelligence (AI) and financial literacy, into the core curriculum. Dr. Ramos noted that the state committee responsible for reviewing the core curriculum is expected to release its recommendations. He further apprised that AI-related content may be incorporated into existing courses.

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

TOPICS FOR DISCUSSION AND/OR ACTION

EXECUTIVE SEARCH AND RECRUITMENT SERVICES (PROJECT NO. RFP 26-14)
Motion – Dr. Adriana Tamez motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute contracts for executive search and recruitment services (Project No. RFP 26-14). She apprised Bob McCracken, Vice Chancellor for Administration and Operations will provide an overview.

Mr. McCracken noted that the item seeks approval to award contracts to a pool of three firms to provide executive recruitment services.

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Trustee Cheben inquired whether the solicitation remained current, given that the bids were submitted in February 2026.

Trustee Davies requested examples of the executive positions covered under the proposed services and inquired about the College's previous use of executive recruitment firms. Mr. Rodney Nathan, Vice Chancellor for Talent Engagement/Chief Human Resources Officer, apprised that the services would be utilized for positions at the E40 level and above, including College Presidents, Vice Chancellors, and Senior Vice Chancellors.

Trustee Davies referenced the February 2026 solicitation and inquired about the impact of the extended procurement timeline on the blackout list. Mr. McCracken noted that the current blackout list does not adequately meet the needs of Board members and is overly broad. He apprised that solicitations remain on the blackout list until the respective contracts are fully executed. He further noted that Procurement is working to develop a more concise and clearly defined listing.

Trustee Davies expressed concern regarding the reasonableness and fairness of vendors submitting responses to solicitations and remaining subject to an indefinite timeline for contract awards. He noted that at least 10 solicitations may fall within this scenario. Mr. McCracken acknowledged the concern and noted that the matter warrants further review.

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

PERSONNEL AGENDA - FACULTY
Motion – Trustees Laolu Davies motioned, and Monica Richart seconded.

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

Mr. Nathan noted that the item includes six contracts for full-time faculty positions and apprised that at least half involve adjunct faculty transitioning into full-time positions.

Trustee Cheben noted the College's efforts to increase faculty staffing and inquired whether there is growing salary pressure associated with faculty positions. Mr. Nathan apprised that salary pressures are more prevalent among adjunct faculty positions.

Trustee Davies noted previous discussions regarding an employee satisfaction survey for faculty and staff. Mr. Nathan apprised that the contract for the employee engagement survey is currently in place. He noted that the survey is scheduled to launch on November 9, 2026, and will remain open for two weeks.

Trustee Davies inquired about measures to ensure employee anonymity when participating in the survey. Mr. Nathan apprised that the survey would be administered by a third-party

provider, with safeguards in place to prevent responses from being traced to individual employees or departments.

Trustee Davies further inquired whether the survey includes questions for faculty regarding student engagement. Mr. Nathan noted that the survey is designed to gather feedback from faculty and staff regarding leadership and artificial intelligence (AI) initiatives.

Trustee Loredo noted her appreciation for faculty and staff members who have separated from the College and their service and contributions.

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

LETTER OF NOMINATION SUPPORTING APPOINTMENT TO ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) 2027 APPOINTED COMMITTEES
Motion – Trustee Laolu Davies motioned, and Dr. Adriana Tamez seconded.

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

RATIFY RESOLUTION HONORING DR. PRETTA VANDIBLE STALLWORTH, HCC TRUSTEE, DISTRICT IX AND ACCT BOARD CHAIR FOR 2026-2027
Motion – Trustee Laolu Davies motioned, and Trustee Renee Patterson seconded.

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

ADJOURNED TO CLOSED SESSION
Trustee Eva Loredo adjourned the meeting to Executive Session at 5:33 p.m., notice having previously been given and reiterated per Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Trustee Eva Loredo stated that any final action, vote, or decision on any item discussed in Executive Session would be taken up in the Open Session or a subsequent Public Meeting.

Trustee Eva Loredo reconvened the meeting in Open Session at 6:41 p.m. and entertained any motions on pending matters.

(Present: Trustees Cheben, Loredo, and Wilson)

ADJOURNMENT
With no further business coming before the Board, the meeting adjourned at 6:41 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: _____

DRAFT

ACTION ITEM

Meeting Date: November 18, 2026

Consent Agenda

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

RECOMMENDATION

Acceptance of the donated items by the following donors:

- Baylor St. Luke's Medical Center
- BoodleAi
- Courtyard Marriott Houston I-10 West/Energy Corridor
- Dr. Juurong Hsieh
- Dr. Michael Webster
- Eric Gruetzner
- Fleming's Prime Steakhouse & Wine Bar
- Memorial Hermann Pearland
- PNC Bank
- See Her Work
- Tanches Global Management, Inc.
- Wacom Technology Services

COMPELLING REASON AND BACKGROUND

This gift will support student success across Houston City College

FISCAL IMPACT

Donation Value: In-kind contribution at a total of $136,199.51

Additional Costs: no additional costs included in HCC Budget

STRATEGIC ALIGNMENT

1. Student Success

ATTACHMENTS:

Description	Upload Date	Type
In-Kind Donation Acknowledgement Letters	10/8/2026	Attachment

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

HOUSTON CITY COLLEGE
FOUNDATION

HCC Foundation Executive Committee

David D. Itz
Board Chair

Tracy Janda
Board Chair-Elect

Melissa Vela
Vice Chair of Board Relations

Ed Fierro
Vice Chair of Governance

Jennifer Waldner Grant
Vice Chair of Philanthropic Strategy

Juanita S. Parker
Secretary

Cecelia Allen
Treasurer

Margaret Ford Fisher, Ed.D.
HCC Chancellor

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

November 28, 2026

Clay Keith
Baylor St. Lukes Medical Center
7200 Cambridge
Houston, Texas 77030

Dear Mr. Keith,

Thank you for the in-kind donation of the Endoscopy Supplies to Houston City College Coleman Campus. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 28, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution of $1.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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

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

Sincerely,

Karen L. Schmidt

Karen L. Schmidt, M.B.A., CFRE
President, Houston City College Foundation

All gifts to the HCC Foundation are tax deductible to the extent allowed by law. In compliance with IRS tax reporting laws, the amount of your charitable contribution is limited to the excess of your payment over the value of goods or services provided by HCCF. The HCCF tax identification number is #74-1885205. No goods or services were provided in exchange for this donation.

HOUSTON CITY COLLEGE
FOUNDATION

HCC Foundation Executive Committee

Tracy Janda
Board Chair

David D. Itz
Immediate Past Board Chair

Jennifer Waldner Grant
Vice Chair of Advancement

Lona McManus
Vice Chair of Board Relations

Ed Fierro
Vice Chair of Governance

Leslie Nagy
Treasurer

Juanita S. Parker
Secretary

Margaret Ford Fisher, Ed.D.
HCC Chancellor

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

November 18, 2026

France Hong
Co-founder and CEO
BoodleBox
1751 Pinnacle Dr. Ste 1000
Tyson, VA 22102

Dear Mr. Hong,

Thank you for the wonderful in-kind donation of 12 BoodleBox Bags, 12 Dice, and 10 - 1-year subscriptions of BoodleBox Premium for the Convocation and associated AI Staff Training. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution at $2,508.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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

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

Sincerely,

Karen L. Schmidt

Karen L. Schmidt, M.B.A., CFRE
President, Houston City College Foundation

All gifts to the HCC Foundation are tax deductible to the extent allowed by law. In compliance with IRS tax reporting laws, the amount of your charitable contribution is limited to the excess of your payment over the value of goods or services provided by HCCF. The HCCF tax identification number is #74-1885205. No goods or services were provided in exchange for this donation.

HOUSTON CITY COLLEGE
FOUNDATION

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Vice Chair of Advancement

Lona McManus
Vice Chair of Board Relations

Ed Fierro
Vice Chair of Governance

Leslie Nagy
Treasurer

Juanita S. Parker
Secretary

Margaret Ford Fisher, Ed.D.
HCC Chancellor

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

November 18, 2026

Melissa Taylor
Sales Manager
Courtyard Marriott Houston I-10 West/Energy Corridor
12401 Katy Fwy
Houston, TX 77079

Dear Ms. Taylor,

Thank you for the wonderful in-kind donation of 2 guests, 1 night stay with breakfast for the Convocation and associated AI Staff Training. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution at $160.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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

Sincerely,

Karen L. Schmidt

Karen L. Schmidt, M.B.A., CFRE
President, Houston City College Foundation

All gifts to the HCC Foundation are tax deductible to the extent allowed by law. In compliance with IRS tax reporting laws, the amount of your charitable contribution is limited to the excess of your payment over the value of goods or services provided by HCCF. The HCCF tax identification number is #74-1885205. No goods or services were provided in exchange for this donation.

HOUSTON CITY COLLEGE
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Leslie Nagy
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Juanita S. Parker
Secretary

Margaret Ford Fisher, Ed.D.
HCC Chancellor

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

October 5, 2026

Dr. Juurong Hsieh
11036 Upland River Drive
Houston, Texas 77043

Dear Dr. Hsieh,

Thank you for the wonderful in-kind donation of drinks and mooncakes for the Houston City College Asian Culture Club's Mid-Autumn Festival. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation; you have valued your in-kind contribution of at $394.38. Your generosity has furthered the efforts of the student programs at Houston City College.

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Margaret Ford Fisher, Ed.D.
HCC Chancellor

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

October 7, 2026

Dr. Michael Webster
Houston, Texas 77009

Dear Dr. Webster,

Thank you for the in-kind donation of a 2004 Jeep Grand Cherokee to the Houston City College, Northeast campus for the Automotive Technology program. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution of $2,500.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

October 7, 2026

Dr. Michael Webster
Houston, Texas 77009

Dear Mr. Webster,

Thank you for the in-kind donation of 45 gift cards, breakfast items and Beats to the Houston City College, Southwest campus for the student programs. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution of $3,143.43. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

November 18, 2026

Eric Gruetzner
Attorney at Law
10006 Cucklebur Cir
Houston, TX 77095

Dear Mr. Gruetzner,

Thank you for the wonderful in-kind donation of 2 Starbucks Gift Cards at $15.00 each, 1 Starbucks Gift Card at $20.00, 1 Starbucks Water Bottle at $30.95, 1 What-A-Burger Gift Card at $15.00, and 2 Chick-Fil-A Gift Cards at $10.00 each for the Convocation and associated AI Staff Training. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution at $115.95. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

November 18, 2026

Brittany Edwards
Regional Sales
Fleming's Prime Steakhouse & Wine Bar

Dear Ms. Edwards,

Thank you for the wonderful in-kind donation of 4 Fleming's Gift Cards at $25 each for the Convocation and associated AI Staff Training. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution at $100.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

November 28, 2026

Myecia Sims
Memorial Hermann Pearland
16100 South Freeway
Pearland, Texas 77584

Dear Mrs. Sims,

Thank you for the in-kind donation of the Endoscopy Supplies to Houston City College Coleman Campus. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 28, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution of $10,000.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

November 18, 2026

JP Ramirez
PNC Bank
2200 Post Oak Blvd., FL117
Houston Tx, 77056

Dear Mr. Ramirez,

Thank you for the wonderful in-kind donation of 2 Stainless Steel cups, 4 Mophie Power Banks, 2 PNC Bank Bags with mirror and Manicure set, 2 PNC Signed IndyCars, PNC Astros Brumate, Astros Hat, and Houston Rockets Padfolio for the Convocation and associated AI Staff Training. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution at $315.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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Cecelia Allen
Treasurer

Margaret Ford Fisher, Ed.D.
HCC Chancellor

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

September 28, 2026

Jane Story
See Her Work

Dear Ms. Story,

Thank you for the in-kind donation of 1,520 Kit Backpacks and 332 Backpacks. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution of $115,712. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

November 18, 2026

Tanaz Choudhury
Tanches Global Management, Inc.
10804 Roark Rd.
Houston, TX 77099

Dear Ms. Choudhury:

Thank you for the wonderful in-kind donation of 1 Grill Kit, 3 Dell Web Cameras, 3 Dell Technologies Locks for the Convocation and associated AI Staff Training. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution at $750.00. Your generosity has furthered the efforts of the student programs at Houston City College.

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HCC Chancellor

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

November 18, 2026

Nathalie Sparks
Enterprise Manager
Wacom Technology Services
12121 NE 99th St, Ste 2140
Vancouver, WA 98682

Dear Ms. Sparks,

Thank you for the wonderful in-kind donation of one Movink Pad. for the Convocation and associated AI Staff Training. We anticipate that Houston City College's Board of Trustees will determine its formal acceptance of the donation at the November 18, 2026, Board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution at $499.95. Your generosity has furthered the efforts of the student programs at Houston City College.

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ACTION ITEM

Meeting Date: November 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
2.	**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 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
3.	**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 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
4.	**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 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
5.	**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 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
6.	**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 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
7.	**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 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
8.	**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.

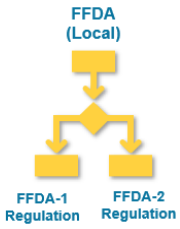
- **Background:** The previous policy was adopted during a short timeframe in the summer of 2020 to implement new regulations under Title IX. The regulations required immediate adoption of new definitions and processes for harassment claims that fall under Title IX. Because the Title IX rules differ 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.



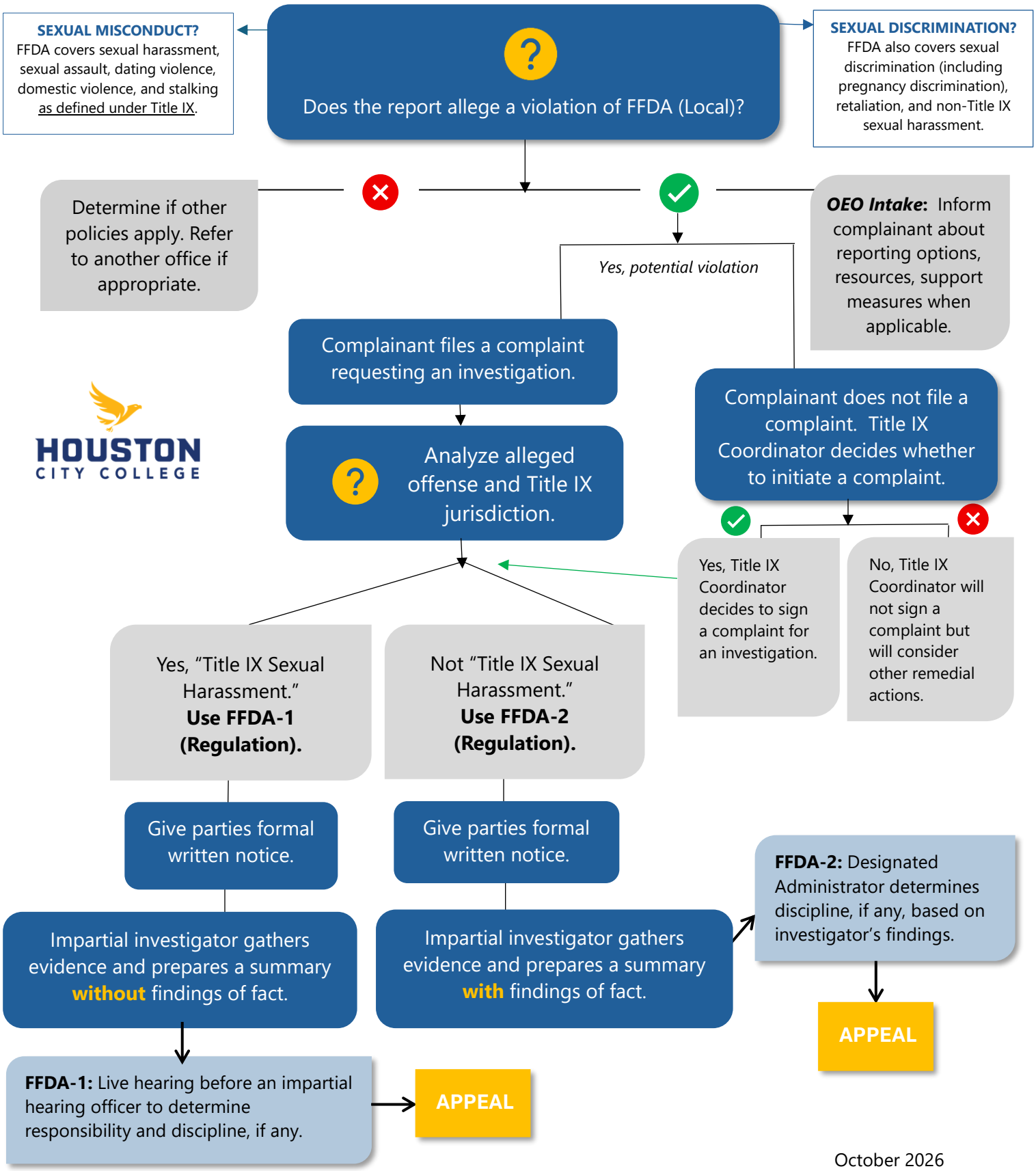
- **Policy amendments include:**

  - 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 18, 2026

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
9.	**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.~~

ACTION ITEM

Meeting Date: November 18, 2026

Consent Agenda

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

RECOMMENDATION

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

COMPELLING REASON AND BACKGROUND

- The monthly investment report provides the Board with a status of the investment portfolio, including book and market values, and complies with the relevant statute. This report includes the unexpended proceeds of various bond issues.
    - The portfolio is liquid and secure with 45% of the assets invested in local government pools, money market funds and interest-bearing checking accounts.
    - All pools and money market funds are rated "AAA" by Standard & Poor's, which is the highest level. All bank deposits are secured with U.S. Treasuries/Agencies. The balance of the portfolio is invested in U.S. Treasuries and government-sponsored entities/agencies with "AAA" credit ratings.

- The monthly financial statement and budget review provides the Board with a status analysis of the college and information related to the various funds of the college, including fund balances, comparison to previous year and comparison to budget.

- Awareness and review of financial information throughout the year helps to inform decision making, and allows for mid-year adjustments, if needed.

FISCAL IMPACT

Interest income for September totaled $3,975,283 bringing fiscal year-to-date interest income to $3,975,283. The weighted average interest rate (WAR) on September 30, 2026, was 3.80% compared to 3.74% last month and 4.08% a year ago.

Interest expense on outstanding debt was $1,182,821 for the month of September 2026.

LEGAL REQUIREMENT

The investment report is required by the Public Funds Investment Act (Texas Government Code §2256.023) to be submitted to the governing body of Houston City College no less than quarterly.

STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Financial Report Presentation	11/5/2026	Presentation
Investment Report - September 2026	10/27/2026	Attachment
Financial Statement - September 2026	10/27/2026	Attachment

This item is applicable to the following: District

FY 2027
Summary of September 2026 Monthly Financial Statements and Budget Review (Unaudited)

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, Vice Chancellor, Administration & Operations

Dawn Stephens, Interim Associate Vice Chancellor, Finance & Accounting

November 18, 2026

Fund 1: Unrestricted Revenues

	Budget Comparison				Previous Fiscal Year Comparison			
	FY 2027 Adjusted Budget	Year-to-Date Actuals Thru September 30, 2026	Actuals as a % of Budget		Year-to-Date Actuals Thru September 30, 2026	Year-to-Date Actuals Thru September 30, 2025	Increase (Decrease) FY 2027 Compared to FY 2026	% Increase (Decrease)
REVENUES								
State Appropriations	$ 76,572,217	$ 1,187,500	1.6%		$ 1,187,500	$ 1,234,294	$ (46,794)	-3.8%
Ad Valorem Taxes	250,156,360	90,206	0.04%		90,206	4,920	85,286	1733.5%
Tuition & Fees, Net	145,652,695	61,248,020	42.1%	**A**	61,248,020	59,228,890	2,019,130	3.4%
Other Local Income	16,554,011	1,769,931	10.7%	**B**	1,769,931	2,032,666	(262,735)	-12.9%
Tuition & Fees, Net -- Extended Learning	9,574,010	2,465,631	25.8%	**C**	2,465,631	2,632,171	(166,540)	-6.3%
Grant Revenue - Indirect Cost	650,000	68,970	10.6%		68,970	54,194	14,776	27.3%
Total Revenues	499,159,293	66,830,258	13.4%		66,830,258	65,187,135	1,643,123	2.5%
Fund Balance Transfers In & Rolled POs	10,443,411	10,443,411	100.0%		10,443,411	17,809,983	(7,366,572)	-41.4%
Total Revenues and Fund Balance Transfers	$ 509,602,704	$ 77,273,669	15.2%		$ 77,273,669	$ 82,997,118	$ (5,723,449)	-6.9%

Fund 1: Unrestricted Expenses

	Budget Comparison				Previous Fiscal Year Comparison			
	FY 2027 Adjusted Budget	Year-to-Date Actuals Thru September 30, 2026	Actuals as a % of Budget		Year-to-Date Actuals Thru September 30, 2026	Year-to-Date Actuals Thru September 30, 2025	Increase (Decrease) FY 2027 Compared to FY 2026	% Increase (Decrease)
EXPENSES								
Salaries	287,738,706	25,350,503	8.8%		25,350,503	23,920,457	1,430,046	6.0%
Employee Benefits	41,525,115	3,530,565	8.5%		3,530,565	3,179,293	351,272	11.0%
Supplies & General Expense	7,207,004	352,288	4.9%		352,288	390,398	(38,109)	-9.8%
Travel	1,653,848	3,549	0.2%		3,549	1,448	2,101	145.1%
Marketing Costs	4,265,757	89,157	2.1%		89,157	21,659	67,498	311.6%
Rentals & Leases	471,814	13,684	2.9%		13,684	(401)	14,084	3515.6%
Insurance/Risk Mgmt.	11,874,024	4,037,608	34.0%	**D**	4,037,608	4,107,262	(69,654)	-1.7%
Contracted Services	42,712,010	336,745	0.8%		336,745	350,675	(13,930)	-4.0%
Utilities	11,657,318	98,022	0.8%		98,022	23,307	74,714	320.6%
Other Departmental Expenses	5,715,713	319,240	5.6%		319,240	26,655	292,586	1097.7%
Instructional & Other Materials	15,875,081	550,997	3.5%		550,997	212,715	338,282	159.0%
Maintenance & Repair	2,903,642	33,530	1.2%		33,530	40,922	(7,391)	-18.1%
Transfers\Debt	39,405,364	22,789,374	57.8%	**E**	22,789,374	23,947,100	(1,157,726)	-4.8%
Contingency/Initiatives	9,063,598	-	0.0%		-	-	-	0.0%
Capital Outlay	15,635,298	13,471	0.1%		13,471	2,092,990	(2,079,520)	-99.4%
Scholarship Distribution	11,898,412	1,011,069	8.5%		1,011,069	15,434	995,635	6451.0%
Total Expenses	$ 509,602,704	$ 58,529,801	11.5%		$ 58,529,801	$ 58,329,912	$ 199,889	0.3%
NET REVENUE/(EXPENSES)	-	$ 18,743,869			$ 18,743,869	$ 24,667,206	$ (5,923,337)	

Explanation of Variance Amounts

Variance Code	Notes
A	Tuition and Fees collections have increased due to an increase in enrollment. Most of the revenue is collected at the beginning of each semester; hence, the large percentage of collection.
B	Other Local Income Includes Investment Income, Unrealized Gains and Losses and reflects the volatility of the financial market. The percentage of actual revenue to budget is high due to an investment instrument that pays annually, at the beginning of the fiscal year.
C	Tuition and Fees, Extended Learning collections fluctuate as course offerings fluctuate.
D	Insurance Premiums are paid at irregular intervals, leading to inconsistent monthly costs.
E	Transfers/Debt occur at irregular intervals, debt payments occur twice per year. Transfer/Debt will be within budget by year-end.

Thank You

HOUSTON CITY COLLEGE

MONTHLY INVESTMENT REPORT

For the Month of September 2026

Prepared by
Finance and Administration Division

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

/s/ Robert McCracken

Robert McCracken
Vice Chancellor, Administration & Operations

/s/ Dawn Stephens

Dawn Stephens
Interim Associate Vice Chancellor, Finance & Accounting

/s/ *Victor Onwumere*

Victor Onwumere
Executive Director, Finance & Treasury

HOUSTON CITY COLLEGE
INVESTMENT PORTFOLIO COMPOSITION
September 30, 2026

Beginning Book Value (September 1, 2026)	$	525,589,290
Beginning Market Value (September 1, 2026)	$	524,068,156
Additions/Subtractions (Book Value - Net)	$	(10,269,828)
Change in Market Value	$	(2,097,855)
Ending Book Value (September 30, 2026)	$	515,319,462
Ending Market Value (September 30, 2026)	$	511,700,578
Unrealized Gain/(Loss)	$	(3,618,884)
WAM (45% of Portfolio's Weighted Average Maturity)		1 day
WAM (55% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)		380

* Net amount provided/(for) operations	$	2,501,201
* Net amount provided/(for) CIP/others		154,057
	$	2,655,259

Note: The September 1, 2026 beginning balances of $525,589,290 and $524,068,156 each increased by $20,792,674 compared with the August 31, 2026 ending balances of $504,796,616 and $503,275,482, respectively. This increase reflects the addition of checking account balances classified as cash and cash equivalents to the monthly Investment Report.

EXECUTIVE SUMMARY
INVENTORY HOLDINGS REPORT
September 30, 2026

	Ending Book Value	Ending Market Value	Unrealized Gain (Loss)
US Treasuries	$ 218,465,064	$ 215,972,304	$ (2,492,760)
US Agencies	64,994,862	63,868,738	(1,126,124)
Local Government Pools	125,074,010	125,074,010	-
Money Market Funds	48,236,170	48,236,170	-
Certificate of Deposit	50,000,000	50,000,000	-
Interest Bearing Checking	681,769	681,769	-
Cash & Cash Equivalents	7,867,587	7,867,587	-
Total	$ 515,319,462	$ 511,700,578	$ (3,618,884)
WAR (Weighted Average Interest Rate)		3.80%	

INVESTMENTS

INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)

September 30, 2026

Description	Held At	Coupon Rate	Yield Rate	Purchase Date	Maturity Date	Par	Discount AMT	Beginning Mkt. Value	Beginning Book Value	Net Change	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
Fannie Mae ARM Pool 708686	Bank of America	4.0690%	0.0000%	02/22/05	05/01/33	4,691	$ (1,460)	$ 4,814	$ 6,151	$ (46)	$ 6,104	$ 4,773	$ (41)	$ (1,331)
Fannie Mae ARM Pool 805454	Bank of America	4.6720%	0.0000%	12/23/04	12/01/34	7,678	(5,920)	7,932	13,598	(59)	13,539	7,908	(24)	(5,631)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	4.2500%	4.3200%	02/12/25	01/28/28	10,000,000	19,430	9,985,250	9,980,570	-	9,980,570	9,933,082	(52,168)	(47,488)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	3.7500%	3.7872%	04/10/26	04/09/29	15,000,000	15,679	14,757,821.70	14,984,320.80	-	14,984,321	14,570,770	(187,052)	(413,551)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	3.7500%	3.7950%	04/10/26	04/09/29	15,000,000	18,932	14,757,821.70	14,981,067.90	-	14,981,068	14,570,770	(187,052)	(410,298)
U.S. Treasury Note US Govt Treasury	Bank of America	3.3800%	3.4940%	09/16/24	09/15/27	10,000,000	33,594	9,914,219	9,966,406	-	9,966,406	9,885,938	(28,281)	(80,469)
U.S. Treasury Note US Govt Treasury	Bank of America	2.7500%	4.0060%	10/25/24	07/31/27	15,000,000	489,150	14,802,686	14,510,850	-	14,510,850	14,781,445	(21,240)	270,595
U.S. Treasury Note US Govt Treasury	Bank of America	3.8800%	3.8800%	10/15/24	10/15/27	10,000,000	3,516	9,956,641	9,996,484	-	9,996,484	9,925,234	(31,407)	(71,251)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	3.6300%	3.5600%	09/13/24	09/13/27	15,000,000	(27,510)	14,905,223	15,027,510	-	15,027,510	14,863,496	(41,728)	(164,015)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	4.3500%	4.3430%	02/12/25	01/28/28	10,000,000	(1,750)	9,969,029	10,001,750	-	10,001,750	9,917,939	(51,090)	(83,811)
U.S. Treasury Note US Govt Treasury	Bank of America	3.5000%	4.0790%	2/26/2025	1/31/2028	30,000,000	475,781	29,666,016	29,524,219	-	29,524,219	29,514,844	(151,172)	(9,375)
U.S. Treasury Note US Govt Treasury	Bank of America	2.7500%	4.0810%	2/26/2025	2/15/2028	10,000,000	368,750	9,780,469	9,631,250	-	9,631,250	9,733,594	(46,875)	102,344
U.S. Treasury Note US Govt Treasury	Bank of America	3.8800%	4.0150%	3/19/2025	3/15/2028	10,000,000	39,063	9,934,766	9,960,938	-	9,960,938	9,873,828	(60,938)	(87,109)
U.S. Treasury Note US Govt Treasury	Bank of America	3.5000%	3.6574%	1/22/2026	3/16/2028	10,000,000	42,188	9,810,156.30	9,957,812.50	-	9,957,813	9,705,469	(104,688)	(252,344)
U.S. Treasury Note US Govt Treasury	Bank of America	1.7500%	3.6656%	1/22/2026	3/17/2028	10,000,000	543,750	9,400,781.30	9,456,250.00	-	9,456,250	9,304,297	(96,484)	(151,953)
U.S. Treasury Note US Govt Treasury	Bank of America	1.7500%	3.6700%	1/22/2026	3/18/2028	20,000,000	1,087,160	18,801,562.60	18,912,840.00	-	18,912,840	18,608,594	(192,969)	(304,246)
U.S. Treasury Note US Govt Treasury	Bank of America	1.7500%	3.6700%	1/22/2026	3/19/2028	20,000,000	1,084,600	18,801,562.60	18,915,400.00	-	18,915,400	18,608,594	(192,969)	(306,806)
U.S. Treasury Note US Govt Treasury	Bank of America	0.6250%	3.4790%	2/20/2026	3/31/2027	20,000,000	614,804	19,614,179.60	19,385,196.00	-	19,385,196	19,644,531	30,352	259,335
U.S. Treasury Note US Govt Treasury	Bank of America	2.3750%	3.4603%	2/20/2026	3/31/2029	30,000,000	951,900	28,533,984.30	29,048,100.00	-	29,048,100	28,192,969	(341,015)	(855,131)
U.S. Treasury Note US Govt Treasury	Bank of America	2.3800%	3.6950%	3/19/2026	3/31/2029	15,000,000	396,945	14,266,992.15	14,603,055.49	-	14,603,055	14,096,484	(170,508)	(506,571)
U.S. Treasury Note US Govt Treasury	Bank of America	2.3800%	3.7110%	3/19/2026	3/31/2029	15,000,000	403,737	14,266,992.15	14,596,263.30	-	14,596,263	14,096,484	(170,508)	(499,779)
Debt Service 2001A Bond Interest Checking	Bank of America		0.0000%				-	0.39	0.39	-	0	0	-	-
HCCS Merchant Service	Bank of America		0.6600%				-	61.54	61.54	(33)	28	28	-	-
LTD 2013 Tax Bond General Checking	Bank of America		1.8100%				-	339.48	339.48	170	509	509	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs	Bank of America		3.8200%				-	3,291.32	3,291.32	10	3,301	3,301	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America		3.8200%				-	3,254,217	3,254,217	9,848	3,264,065	3,264,065	-	-
LTD 2013 Tax Bond General Checking	JP Morgan Chase		3.8200%				-	372,654.79	372,654.79	75,904.47	448,559.26	448,559.26	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs	JP Morgan Chase		0.0000%				-	42,813,138.13	42,813,138.13	2,155,665.50	44,968,803.63	44,968,803.63	-	-
Money Market 2006 Jr. Lien Debt Reserve	JP Morgan Chase		1.8100%				-	-	-	-	-	-	-	-
Chase Certificate of Deposit	JP Morgan Chase		3.4200%					50,000,000.00	50,000,000.00	-	50,000,000.00	50,000,000.00	-	-
Chase Operating Interest Checking	JP Morgan Chase		2.2000%				-	216,716	216,716	15,955.73	232,672	232,672	-	-
Cash & Cash Equivalents	JP Morgan Chase						-	20,792,674	20,792,674	(12,925,086.98)	7,867,587	7,867,587	-	-
Lone Star (Corporate Overnight Fund)	State Street Bank		3.9908%				-	55,854,342.26	55,854,342.26	178,768.62	56,033,110.88	56,033,110.88	-	-
TexPool - General Funds	State Street Bank		3.8706%				-	14,368,573.53	14,368,573.53	44,392.78	14,412,966.31	14,412,966.31	-	-
TexPool - Prime	State Street Bank		4.0042%				-	54,453,250.12	54,453,250.12	174,682.33	54,627,932.45	54,627,932.45		
TOTAL								**$ 524,068,156**	**$ 525,589,290**	**$ (10,269,828)**	**$ 515,319,462**	**$ 511,700,578**	**$ (2,097,855)**	**$ (3,618,884)**

HOUSTON
CITY COLLEGE

Summary Operating Statements

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

For the Meeting of the Board of Trustees - November 4, 2026

for

Houston City College

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

Houston City College

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Summary of Financial Statements
As of September 30, 2026

On June 17, 2026, the Board of Trustees approved the FY 2027 operating budget totaling $509.6 million. The FY2027 budget includes $10.4M transfer-in from fund balance for scholarships.

The Board approved the FY 2027 Auxiliary budget, Restricted budget, and the Capital and Technology Plan budget. The approved FY 2027 Auxiliary Services budget totals $10.9 million. Overall, this is an 11% increase compared to the prior year, primarily due to overhead cost increases for non-payroll expenses. The Restricted budget totals $177 million for grant activities, financial aid, and payments for employee benefits. Finally, the approved Capital and Technology Plan budget totals $11.1 million, which is earmarked for the continuation of asset upgrades and replacement of information and instructional technology equipment.

The Unrestricted Fund, as of September 30, 2026, has total net revenues and fund balance transfer-ins of $77.3 million. This represents 15.2% of the budgeted total of $509.6 million. Expenses total $58.5 million to date, which is 11.5% of the total expense budget of $509.6 million. Compared with the same period last year, revenues and transfers are lower by 6.9% due to a $7.4 million decrease in fund balance transfer-ins. Expenses are higher by 0.3%.

Ad Valorem tax revenue budget for FY 2027 includes a 3.2% increase compared to prior year. Taxes are billed in October and collected during the periods of December through February. Tax revenue is expected to be under budget due to an over-estimation of property valuations.

State appropriations are 3.8% lower when compared to prior year. Appropriations were decreased statewide and are expected to be under budget by year-end.

Tuition and fees, net, which include revenues for semester credit hour (SCH) courses, are 3.4% higher than last year at this time. Gross tuition and fee revenues are up 7.1% compared to last year due to increased enrollments and increased program offerings in high demand fields (see page 9). The grand total of waivers and exemptions increased by 25.5% primarily due to Dual Credit waivers.

Continuing Education/Non-credit tuition and fees, net are 6.3% lower than last year at this time. Gross tuition and fees revenues are down by 6.3%.

Actual salaries for FY 2027 are 6.0% higher compared to FY 2026; due to a Board approved salary increase of 3.5% for faculty and full-time employees and a 2% increase for part-time hourly staff. An increase in faculty, due to enrollment growth, also contributed to the increase. Employee benefits are higher by 11% for FY 2027 compared to FY 2026.

Transfers/Debt remain high due to continuing the budgeted transfers for Deferred Maintenance and technology fees. The slight decrease is attributable to timing of the transfers.

Several line-item expenses (supplies, travel, marketing, insurance, contracted services, instructional and other material, etc.) have variances due to timing differences in recording transactions from year-to-year. Expenses are expected to be within budget by year-end.

Debt interest expense for the month totaled $1,182,821 compared to this time in FY 2025 of $1,287,355.

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

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
Revenues	$ 66,830,258	$ 13,926,824	$ 1,264,572	$ 10,001,415	$ 30,174,016	$ (26,973,226)	$ 27,317,813	$ 2,398,777	$ (6,094,138)	$ 118,846,311
Expenses										
Salaries	25,350,503	448,254	83,514	-	78,236	-	-	-	-	25,960,507
Employee Benefits	3,530,565	1,901,550	18,408	-	-	-	-	-	-	5,450,523
Supplies & General Expense	352,288	6,225	13,283	-	-	-	-	-	-	371,796
Travel	3,549	(41)	-	-	-	-	-	-	-	3,508
Marketing Costs	89,157	50	2,400	-	-	-	-	-	-	91,607
Rentals & Leases	13,684	-	225	-	-	-	-	-	-	13,909
Insurance/Risk Mgmt.	4,037,608	-	-	-	-	-	-	-	-	4,037,608
Contracted Services	336,745	7,280	2,771	-	-	(47,482)	-	-	-	299,314
Utilities	98,022	-	7,789	-	-	-	-	-	-	105,811
Other Departmental Expenses	319,240	45,046	12,258	-	146,621	-	-	-	-	523,165
Instructional & Other Materials	550,997	15,969	-	-	-	614	-	-	-	567,580
Maintenance & Repair	33,530	-	2,336	-	-	(43,787)	-	-	-	(7,921)
Transfers (In)/Out[1]/Debt	22,789,374	-	-	-	(1,369,086)	(26,752,899)	-	5,335,086	(6,094,138)	(6,091,663)
Capital Outlay	13,471	20,668	1,238	-	-	(40,008)	586,006	-	-	581,375
Amortization/Depreciation	-	-	-	-	-	-	-	-	2,868,433	2,868,433
Scholarship Distribution	1,011,069	-	311,741	10,001,415	31,487,917	-	-	-	-	42,812,141
Total Expenses	58,529,801	2,445,001	455,963	10,001,415	30,343,687	(26,883,561)	586,006	5,335,086	(3,225,705)	77,587,693
Net Revenues/(Expenses)	8,300,458	11,481,822	808,609	-	(169,671)	(89,665)	26,731,807	(2,936,310)	(2,868,433)	41,258,618
Other Adjustments and Transfers										
Debt Principal Payments[2]	-	-	-	-	-	-	-	-	-	-
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP[2]	-	-	-	-	-	142,653	926,449	-	-	1,069,102
Transfers of Completed Projects/Assets	-	-	-	-	-	(118,036)	-	-	118,036	-
Transfers of Balances between Funds	-	-	-	-	-	-	-	-	-	-
Total Other Adjustments and Transfers	-	-	-	-	-	24,617	926,449	-	118,036	1,069,102
Beginning Fund Balances, Unaudited	45,517,022	901,586	22,792,072	238,698	3,118,774	167,873,839	-	20,831,741	626,303,464	887,577,194
Ending Fund Balances	**$ 53,817,479**	**$ 12,383,408**	**$ 23,600,681**	**$ 238,698**	**2,949,103**	**$ 167,808,791**	**$ 27,658,257**	**$ 17,895,430**	**$ 623,553,067**	**$ 929,904,913**

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

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

HOUSTON CITY COLLEGE
Unrestricted Revenues and Expenses
Comparison to Budget and Previous Fiscal Year
As of September 30, 2026
8.3% of Year

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2027 Adjusted Budget	Year-to-Date Actuals Thru September 30, 2026	Actuals as a % of Budget	Year-to-Date Actuals Thru September 30, 2026	Year-to-Date Actuals Thru September 30, 2025	Increase (Decrease) FY 2027 Compared to FY 2026	% Increase (Decrease)
REVENUES							
State Appropriations	$ 76,572,217	$ 1,187,500	1.6%	$ 1,187,500	$ 1,234,294	$ (46,794)	-3.8%
Ad Valorem Taxes	250,156,360	90,206	0.04%	90,206	4,920	85,287	1733.5%
Tuition & Fees, Net	145,652,695	61,248,020	42.1%	61,248,020	59,228,890	2,019,130	3.4%
Other Local Income	16,554,011	1,769,931	10.7%	1,769,931	2,032,666	(262,735)	-12.9%
Tuition & Fees, Net -- Extended Learning	9,574,010	2,465,631	25.8%	2,465,631	2,632,171	(166,541)	-6.3%
Grant Revenue - Indirect Cost	650,000	68,970	10.6%	68,970	54,194	14,777	27.3%
Total Revenues	499,159,293	66,830,258	13.4%	66,830,258	65,187,135	1,643,124	2.5%
Fund Balance Transfers-In	10,443,411	10,443,411	100.0%	10,443,411	17,809,983	(7,366,572)	-41.4%
Total Revenues and Fund Balance Transfers	$ 509,602,704	$ 77,273,669	15.2%	$ 77,273,669	$ 82,997,118	$ (5,723,448)	-6.9%
EXPENSES							
Salaries	287,738,706	25,350,503	8.8%	25,350,503	23,920,457	1,430,046	6.0%
Employee Benefits	41,525,115	3,530,565	8.5%	3,530,565	3,179,293	351,272	11.0%
Supplies & General Expense	7,207,004	352,288	4.9%	352,288	390,398	(38,109)	-9.8%
Travel	1,653,848	3,549	0.2%	3,549	1,448	2,101	145.1%
Marketing Costs	4,265,757	89,157	2.1%	89,157	21,659	67,498	311.6%
Rentals & Leases	471,814	13,684	2.9%	13,684	(401)	14,084	3515.6%
Insurance/Risk Mgmt.	11,874,024	4,037,608	34.0%	4,037,608	4,107,262	(69,654)	-1.7%
Contracted Services	42,712,010	336,745	0.8%	336,745	350,675	(13,930)	-4.0%
Utilities	11,657,318	98,022	0.8%	98,022	23,307	74,714	320.6%
Other Departmental Expenses	5,715,713	319,240	5.6%	319,240	26,655	292,586	1097.7%
Instructional & Other Materials	15,875,081	550,997	3.5%	550,997	212,715	338,282	159.03%
Maintenance & Repair	2,903,642	33,530	1.2%	33,530	40,922	(7,391)	-18.1%
Transfers\Debt	39,405,364	22,789,374	57.8%	22,789,374	23,947,100	(1,157,726)	-4.8%
Contingency/Initiatives	9,063,598	-	-	-	-	-	-
Capital Outlay	15,635,298	13,471	0.1%	13,471	2,092,990	(2,079,520)	-99.4%
Scholarship Distribution	11,898,412	1,011,069	8.5%	1,011,069	15,434	995,635	6451.0%
Total Expenses	$ 509,602,704	$ 58,529,801	11.5%	$ 58,529,801	$ 58,329,912	$ 199,889	0.3%
NET REVENUE/(EXPENSES)	-	$ 18,743,869		$ 18,743,869	$ 24,667,206	$ (5,923,337)	

HOUSTON CITY COLLEGE

Auxiliary Revenues and Expenses by Fund

As of September 30, 2026

Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary*	Bookstore Commission	International Student Services	Cafe Club NEO 3100 Main	Scholarships	**Subtotal Uncommitted**
Revenues	$ 333,861	$ 28,545	$ -	$ -	$ -	$ -	$ 362,406
Expenses							
Salaries	34,393	8,713	-		-	408	43,514
Employee Benefits	9,159	1,224	-		-	6	10,388
Supplies & General Expense	634	5,020	-		-		5,654
Travel			-		-		-
Marketing Costs			-		-		-
Rentals & Leases			-		-		-
Insurance/Risk Mgmt.			-		-		-
Contracted Services	760	761	-		-		1,521
Utilities			-		-		-
Other Departmental Expenses	8,047	12,938	-		-		20,985
Instructional & Other Materials			-		-		-
Maintenance & Repair			-		-		-
Transfers/Debt			-		-		-
Capital Outlay			-		-		-
Scholarship Distribution			-		-	311,741	311,741
Total Expenses	52,993	28,655	-	-	-	312,155	393,803
Contribution to Fund Balance	**$ 280,868**	**$ (111)**	**$ -**	**$ -**	**$ -**	**$ (312,155)**	**(31,397)**
Beginning Fund Balance, Unaudited							**18,521,786**
Ending Fund Balance							**$ 18,490,389**

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

HOUSTON CITY COLLEGE

Auxiliary Revenues and Expenses By Fund

As of September 30, 2026

Auxiliary Funds - International and Committed Portions

	International		Committed					Total
	Other International Initiatives	**Subtotal International**	**Minority Business Development Agency**	Student Vending Commission	Student Activity Fee	Student Athletic Fee	**Subtotal Committed**	**Total Auxiliary**
Revenues	$ -	$ -	-	$ -	$ 505,975	$ 396,191	$ 902,166	$ 1,264,572
Expenses								
Salaries	-	-	-	-	5,514	34,486	40,000	83,514
Employee Benefits	-	-	-	-	530	7,489	8,019	18,408
Supplies & General Expense	1,797	1,797	-	-	8,543	2,025	10,568	18,019
Travel	-	-	-	-	-	-	-	-
Marketing Costs	-	-	-	-	-	-	-	-
Rentals & Leases	-	-	-	-	-	-	-	-
Insurance/Risk Mgmt.	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	1,250	225	1,475	2,996
Utilities	-	-	-	-	-	-	-	-
Other Departmental Expenses	-	-	-	-	300.00	-	300	21,285
Instructional & Other Materials	-	-	-	-	-	-	-	-
Maintenance & Repair	-	-	-	-	-	-	-	-
Transfers/Debt	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-
Scholarship Distribution	-	-	-	-	-	-	-	311,741
Total Expenses	1,797	1,797	-	-	16,138	44,225	60,363	455,963
Contribution to Fund Balance	**(1,797)**	**(1,797)**	-	**-**	**489,837**	**351,966**	**841,803**	**808,609**
Beginning Fund Balance, Unaudited		**1,307,762**	**-**	**(1,284,080)**	**2,216,598**	**2,030,006**	**2,962,523**	**22,792,072**
Ending Fund Balance		**$ 1,305,965**	**$ -**	**$ (1,284,080)**	**$ 2,706,435**	**$ 2,381,972**	**$ 3,804,327**	**$ 23,600,681**

HOUSTON CITY COLLEGE

Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison

As of September 30, 2026

8.3% of Year

Division	FY 2027 Adjusted Budget	Actuals as of September 30, 2026	% Spent	FY 2026 Adjusted Budget	Actuals as of September 30, 2025	% Spent
Central College	$ 18,574,758	$ 1,535,809	8.3%	$ 18,235,554	1,448,493	7.9%
Northwest College	21,574,756	1,874,644	8.7%	20,376,069	1,747,526	8.6%
Northeast College	21,241,662	1,553,855	7.3%	21,333,180	1,496,774	7.0%
Southwest College	21,853,167	1,818,689	8.3%	21,842,877	1,749,160	8.0%
Southeast College	20,960,150	1,820,786	8.7%	20,697,695	1,705,981	8.2%
Coleman College	27,155,334	1,816,590	6.7%	23,542,294	1,773,922	7.5%
Academic Instruction	92,876,328	9,068,901	9.8%	88,100,592	8,371,786	9.5%
Office of the Chancellor	47,388,243	2,134,668	4.5%	38,668,338	4,066,478	10.5%
Instructional Services	32,216,243	1,981,741	6.2%	27,414,082	1,000,110	3.6%
Online College	4,524,725	270,942	6.0%	3,543,364	253,234	7.1%
Student Services	11,775,817	1,002,477	8.5%	10,159,897	525,097	5.2%
Strategy, Planning & Institutional Effectiveness	5,839,502	316,509	5.4%	4,855,456	293,462	6.0%
External & Governmental Relations, Transfers and Alumni Relations	2,497,313	161,073	6.4%	1,956,245	105,963	5.4%
Legal & Compliance	20,794,584	4,302,859	20.7%	19,984,234	4,320,240	21.6%
Finance & Accounting	44,653,810	1,669,232	3.7%	41,866,722	1,595,755	3.8%
Strategic Marketing & Communications	8,831,064	456,378	5.2%	7,124,262	226,490	3.2%
System	106,845,247	26,744,648	25.0%	136,323,060	27,649,440	20.3%
Grand Total	**$ 509,602,704**	**$ 58,529,801**	**11.5%**	**$ 506,023,921**	**$ 58,329,912**	**11.5%**

HOUSTON CITY COLLEGE

Balance Sheet by Fund

As of September 30, 2026

	CURRENT & LOAN FUNDS[1]	PLANT & BOND FUNDS[2]	TOTAL ALL FUNDS	PRIOR YEAR TOTAL ALL FUNDS
ASSETS				
Current Assets:				
Cash & cash equivalents	$ 32,550,219	$ 171,584,995	$ 204,135,214	$ 217,382,496
Accounts receivable (net)	60,669,455	3,274,467	63,943,922	38,055,562
Deferred charges	10,782,867	-	10,782,867	14,499,126
Prepaids	5,098,204	-	5,098,204	9,025,248
Total Current Assets	109,100,745	174,859,462	283,960,207	278,962,431
Non-current Assets:				
Restricted cash & cash equivalents	-	24,615,164	24,615,164	24,537,075
Long-term investments	279,827,020	12,681	279,839,701	281,937,555
Long-term lease receivable	15,416,701	-	15,416,701	15,416,701
Capital assets, net	5,951,324	1,112,949,603	1,118,900,927	1,120,700,258
Total Non-current Assets	301,195,045	1,137,577,448	1,438,772,493	1,442,591,589
Total Assets	$ 410,295,790	$ 1,312,436,910	$ 1,722,732,700	$ 1,721,554,020
Deferred Outflows of Resources:				
OPEB	12,647,768	-	12,647,768	12,647,768
Pension	31,944,850	-	31,944,850	31,944,850
Advance Funding Valuation	-	1,037,648	1,037,649	1,037,648
Total Deferred Outflows of Resources	$ 44,592,618	$ 1,037,648	$ 45,630,267	$ 45,630,266
Total Assets and Deferred Outflows of Resources	$ 454,888,408	$ 1,313,474,559	$ 1,768,362,967	$ 1,767,184,286
LIABILITIES				
Current Liabilities:				
Accounts payable	29,034,476	117,463	29,151,939	25,065,263
Accrued Interest- SBITA	599,715	-	599,715	599,715
Accrued liabilities	3,862,227	527,905	4,390,132	14,021,348
Compensated absences	8,985,424	-	8,985,424	8,985,424
Funds held for others	628,277	189,208	817,485	817,187
Deferred revenue	598,975	-	598,975	35,957,965
SBITA- Current portion	3,615,956	-	3,615,956	3,615,956
Net OPEB liability-current portion	4,009,122	-	4,009,122	4,009,122
Notes payable-current portion	-	735,341	735,341	735,341
Bonds payable-current portion	-	35,335,000	35,335,000	35,335,000
Total Current Liabilities	51,334,172	36,904,917	88,239,089	129,142,320
Non-current Liabilities:				
SBITA Liability	2,353,242	-	2,353,242	2,353,242
Net OPEB liability	137,226,159	-	137,226,159	137,226,159
Net pension liability	103,128,839	-	103,128,839	103,128,839
Notes payable	-	307,196	307,196	307,196
Bonds payable	-	432,416,948	432,416,948	432,416,948
Total Non-current Liabilities	242,708,240	432,724,144	675,432,384	675,432,384
Total Liabilities	$ 294,042,412	$ 469,629,061	$ 763,671,473	$ 804,574,704
Deferred Inflows of Resources:				
Leases	18,043,259	-	18,043,259	18,289,065
OPEB	41,352,953	-	41,352,953	41,352,953
Pension	8,460,416	-	8,460,416	8,460,416
Advance Funding Valuation	-	6,871,457	6,871,457	6,929,953
Total Deferred Inflows of Resources	$ 67,856,628	$ 6,929,953	$ 74,786,581	$ 75,032,387
Total Liabilities and Deferred Inflows of Resources	$ 361,899,040	$ 476,559,014	$ 838,458,054	$ 879,607,091
Beginning Fund Balances, Unaudited	72,568,151	815,009,044	887,577,194	808,455,539
Fund Balance Adjustment	-	-	-	
Net Revenue/(Expenses)				
Unrestricted	9,109,067	-	9,109,067	1,920,528
Restricted	11,312,152	-	11,312,152	(894,405)
Net Investment in Plant	-	21,906,501	21,906,501	78,095,532
Ending Fund Balances	$ 92,989,369	$ 836,915,544	$ 929,904,913	$ 887,577,194
Total Liabilities & Fund Balances	$ 454,888,408	$ 1,313,474,559	$ 1,768,362,967	$ 1,767,184,286

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

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

HOUSTON CITY COLLEGE

Exemptions and Waivers Detail

As of September 30, 2026

	FY 2026		FY 2027	
	Prior Year Activity thru 8/31/2026	Year-to-Date Activity thru 09/30/2025	Year-to-Date Activity thru 09/30/2026	Actuals % Increase/ (Decrease)YTD vs. Prior YTD
Tuition & Fees				
Budget:				
Adjusted Budget, Annual*	$ 139,322,887	$ 139,322,887	$ 145,652,695	4.5%
Revenues:				
Gross Tuition & Fees	167,433,495	71,173,521	76,232,966	7.1%
Waivers & Exemptions:				
Dual Credit & Early College HS	(25,039,357)	(10,824,223)	(13,714,242)	26.7%
Total Other Exemptions	(3,698,076)	(1,120,409)	(1,270,704)	13.4%
Grand Total Waivers & Exemptions	(28,737,433)	(11,944,632)	(14,984,946)	25.5%
Total Tuition & Fees Revenue, Net	**$ 138,696,063**	**$ 59,228,890**	**$ 61,248,020**	**3.4%**
Tuition & Fees - Extended Learning (EL)				
Budget:				
Adjusted Budget, Annual*	$ 9,099,718	$ 9,099,718	$ 9,574,010	5.2%
Revenues:				
Gross Tuition & Fees	9,057,158	2,632,171	2,465,631	-6.3%
Waivers & Exemptions:				
Department of Corrections	-	-	-	-
Total EL Tuition & Fees Revenue, Net	**$ 9,057,158**	**$ 2,632,171**	**$ 2,465,631**	**-6.3%**

	FY 2026		FY 2027	
Exemptions & Waivers	Prior Year Activity thru 8/31/2026	Year-to-Date Activity thru 09/30/2025	Year-to-Date Activity thru 09/30/2026	Actuals % Increase/ (Decrease)YTD vs. PriorYTD
Dual Credit & Early College HS Waiver	25,039,357	10,824,223	13,714,242	26.7%
Other Exemptions:				
Employee Fee Exemptions	54,713	22,823	19,439	-14.8%
Firemen	26,382	12,693	8,217	-35.3%
Hazelwood	1,421,576	475,477	610,870	28.5%
Deaf & Blind	153,612	64,014	54,419	-15.0%
High Ranking High School Grad	-	-	1,452	100%
Good Neighbor Program	30,998	18,300	20,823	13.8%
Child of Disabled Vet	3,501	3,501	-	-100.0%
Employee of State College & University	1,283	1,283	-	-100.0%
Non-resident Teach/Research Assistant	16,993	4,403	4,446	1.0%
Non-resident Competitive Scholarships	14,663	1,710	4,589	168.4%
Senior Citizens	608,582	224,036	230,873	3.1%
Concurrent Enrollment	-	-	-	-
Foster Children-Resident	351,024	138,268	130,355	-5.7%
TX Tomorrow Waiver	-	-	-	-
Surviving Spouse/Children	1,146	-	-	-
Peace Officer Exemption	22,325	5,033	3,201	-36.4%
Adopted Student Waiver	380,885	148,868	182,020	22.3%
FAST Book & OD Fees	610,393	-	-	-
Total Other Exemptions	3,698,076	1,120,409	1,270,704	13.4%
Grand Total Exemptions & Waivers	**$ 28,737,433**	**$ 11,944,632**	**$ 14,984,946**	**25.5%**

*Amount net of exemptions & waivers.

ACTION ITEM

Meeting Date: November 18, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
A.	**Cooperative Contract Award** **Electric Service Provider** **Tradition Energy**	**Dr. Margaret Ford Fisher** **Robert McCracken** **Bob Wooten**

RECOMMENDATION

Authorize the Chancellor to execute a cooperative contract with TFS Energy Solutions, LLC dba Tradition Energy under OMNIA Partners Contract #15896, and to negotiate and execute contract(s) for system-wide electrical power through a competitive open energy market. Electricity contract(s) will be awarded to the provider(s) offering the best value to the College based on commodity pricing and contract terms, for a total term of up to ten (10) years.

COMPELLING REASON AND BACKGROUND

- HCC's current electricity contract, priced at $0.06719/kWh, is set to expire at the end of 2028. Favorable market conditions allow HCC to secure a new contract for December 2028 at rates estimated to be 1% to 4% lower, potentially saving up to $200,000 annually.

- Rates are expected to continue rising as demand on the Texas grid increases. According to the U.S. Energy Information Administration's Annual Energy Outlook 2026 (April 2026). U.S. electricity consumption is projected to grow about 40% by 2050, driven largely by data centers. In the region that includes Texas, data center electricity use is expected to increase more than tenfold, while U.S. natural gas exports roughly double, increasing competition for the fuel that powers much of the State's grid. These trends point to tighter supply and rising energy costs for Texas consumers.

- Tradition Energy will conduct a competitive reverse auction through OMNIA Partners Contract #15896. This similar process, used by San Jacinto College, Harris County, and other local public entities, draws on a healthy competitive market of up to 20 electric service suppliers.

- All bids will be evaluated equally to ensure the best value. The contract will be firm-fixed price for the entire term, with no escalation clauses or pass-through charges. If market prices decline, HCC may renegotiate a lower rate using a "blend and extend" process.

- Because electricity prices fluctuate constantly, supplier quotes are typically valid for only a few hours, the Office of General Counsel will prepare contract documents in advance. This authorization allows the Chancellor to execute the contract on the same day the provider submits pricing that offers the best overall value.

FISCAL IMPACT

HCC currently spends about $7.7M per year on electricity systemwide, and costs are expected to rise.

The U.S. Energy Information Administration projects that U.S. electricity use will increase by about 40% by 2050. Securing a fixed electricity rate now would help protect HCC from future price increases.

LEGAL REQUIREMENT

The recommendation to the Board of Trustees is being made in accordance with Chapter 44.031(a) of Texas Education Code and Chapter 791(a) of Texas Government Code.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
HCC Energy Contract Status and Market Outlook	11/11/2026	Presentation

This item is applicable to the following: District

HOUSTON CITY COLLEGE

Regional Market Outlook – Contract Overview

Summary of Electricity and Natural Gas Contracts

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, Vice Chancellor Administration and Operations

James Walker III, Associate Vice Chancellor, Facilities Management

Bob Wooten, Tradition Energy

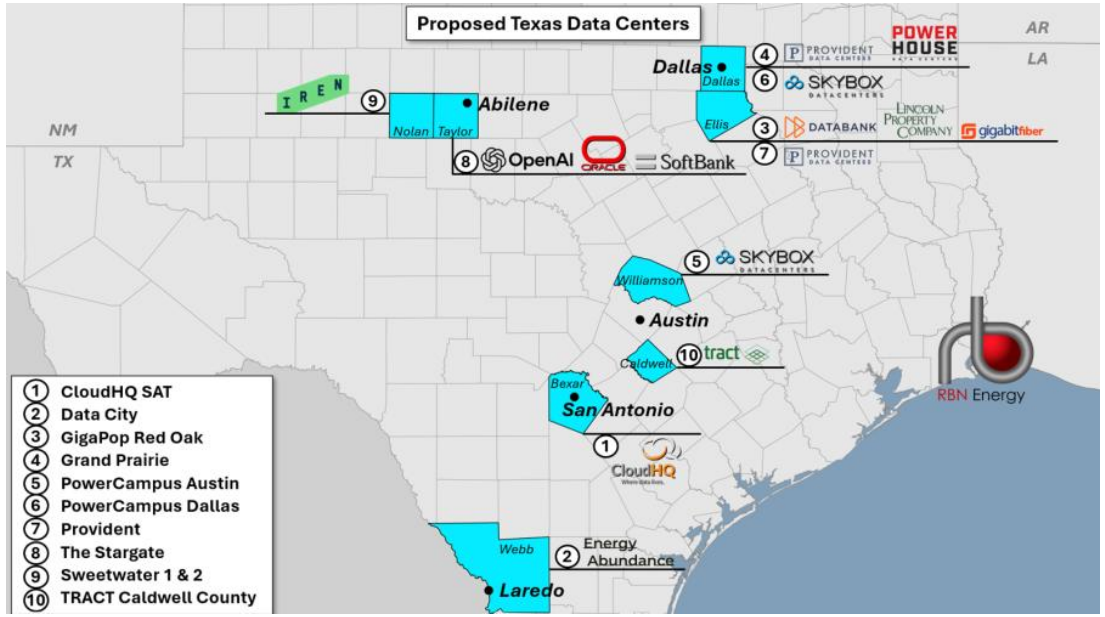
November 18, 2026

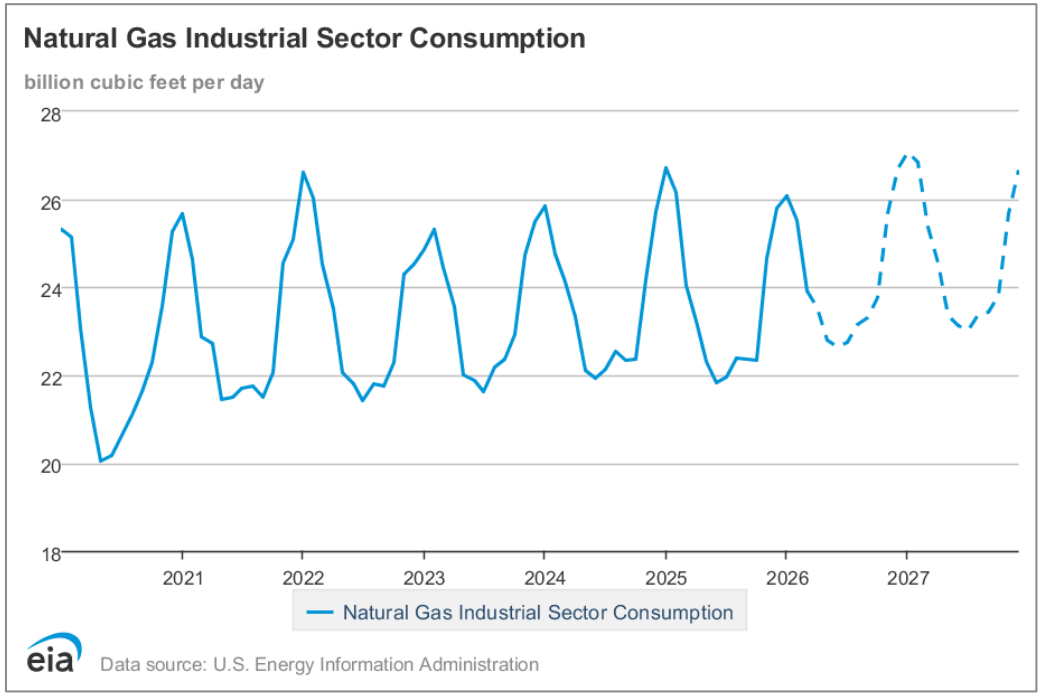
Energy Overview

- While the electricity and natural gas contracts for HCC do not expire for some time, market conditions and upward price movement mean that prices will rise higher through the remainder of this decade and well into the 2030's.
- Following is the status of current contracts:
  - **Electricity:** Contract with TXU at a rate of $0.06719 **expires December 31, 2028**
  - **Natural Gas:** Contract with Symmetry at a rate of $4.46/MMBtu **expires October 31, 2027**
- Regarding electricity, while the expectation is for future rates to continue to rise, acting now will help keep these costs steady and even produce slight savings.
- Regarding natural gas, slight decreases in nearer term prices allow us to secure a lower rate and greater percentage savings, ahead of expected increases in the future due to global demand.
- In general, we will be seeing higher gas prices as a result of the War in the Middle East leading to the US exporting more natural gas internationally as liquefied natural gas (LNG). In addition, we will see greater demand for electricity nationally and in Texas specifically due to the buildout of AI datacenters; consequently, **addressing fixed price positions now will save HCC on their future utility budgets.**

Texas Energy Market Overview – Increased Demand

- With many large scale data center projects in the works for Texas, demands could grow by several hundred MW's in 2026 and by several THOUSAND MWs heading into the 2030's.
- The new data center projects in Texas are spread across the state, meaning virtually all zones are already seeing impacts from the growing power needs.
- Texas is the 2nd largest State in terms of datacenter load.



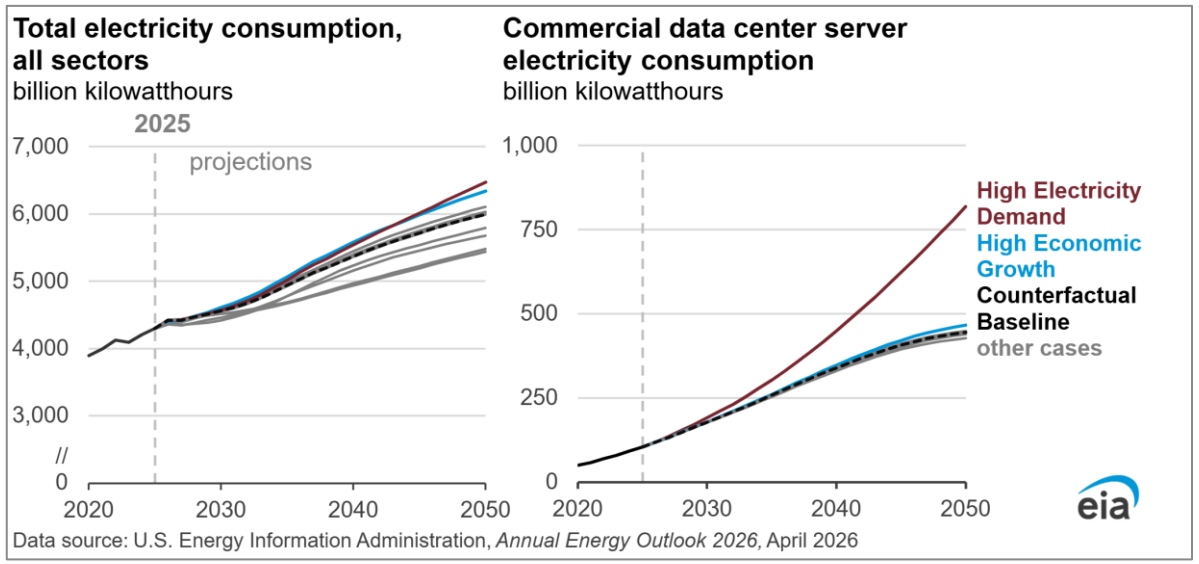


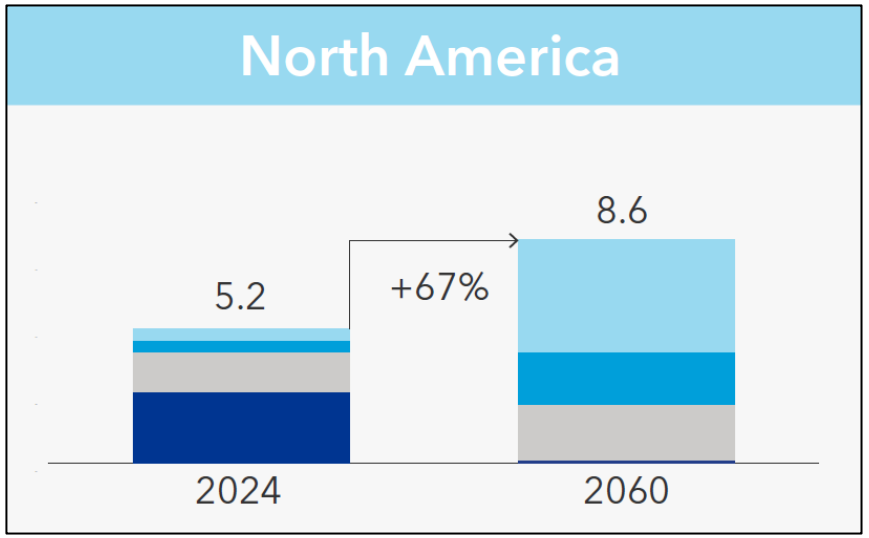
- Alongside growing power sector and export demands, the industrial sector is consuming more and more gas in the US.
- The use of natural gas for onsite power is classified as "industrial" demand, so the growing needs for self supply of electricity at data centers is playing a large role in the increases in this sector.

Tradition Energy

Texas Energy Market Overview – Consumption Trends

- Energy demands around the world are growing at the fastest pace since the industrial revolution, led by regions like China, India and Sub-Saharan Africa but Europe and North America will also see large increases in required electricity supply.





- For more than a decade US electricity demands have seen only minor increases as energy efficiency programs outpaced new industrial needs for power.
- That is about to change as the electrification of heating and transportation, along with the buildout of data centers add significant new demands for electricity.

Texas Energy Market Overview – Reduced Supply

- Further increases in export capacity are on tap for later this year, and even more over the next several years as the U.S solidifies itself as a world leader in LNG production.
- Increased exporting of LNG will reduce domestic supply of natural gas, pushing up prices for both gas and electricity.



Tradition Energy

FERC – APPROVED, UNDER CONSTRUCTION

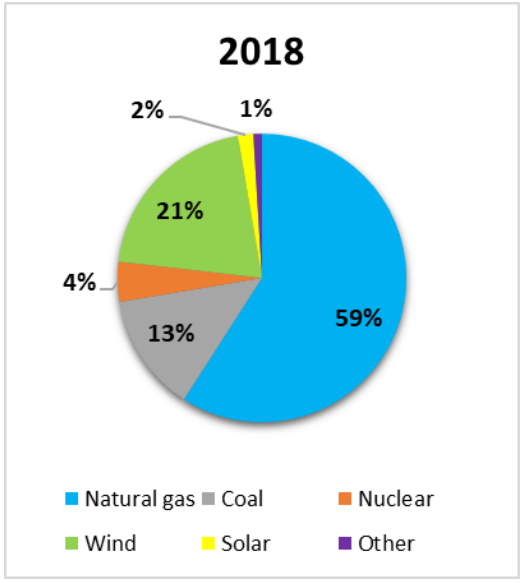
1. Sabine Pass, TX: 2.57 Bcfd (ExxonMobil – Golden Pass) (CP14-517, CP20-459)
2. Plaquemines Parish, LA: 3.76 Bcfd (Venture Global – Plaquemines) (CP17-66, CP22-92)
3. Calcasieu Parish, LA: 3.81 Bcfd (Woodside – Louisiana LNG) (CP17-117)
4. Corpus Christi, TX: 2.06 Bcfd (Cheniere – Corpus Christi Stage III & T 8-9) (CP18-512,CP23-129)
5. Port Arthur, TX: 1.86 Bcfd (Sempra – Port Arthur LNG Trains 1 & 2) (CP17-20)
6. Brownsville, TX: 3.73 Bcfd (NextDecade – Rio Grande LNG) (CP16-454)
7. Elba Island, GA: 0.06 Bdfd (Kinder Morgan – Elba Liquefaction Optimization) (CP23-375)
8. Cameron Parish, LA: 3.96 Bcfd (Venture Global – CP2) (CP22-21)

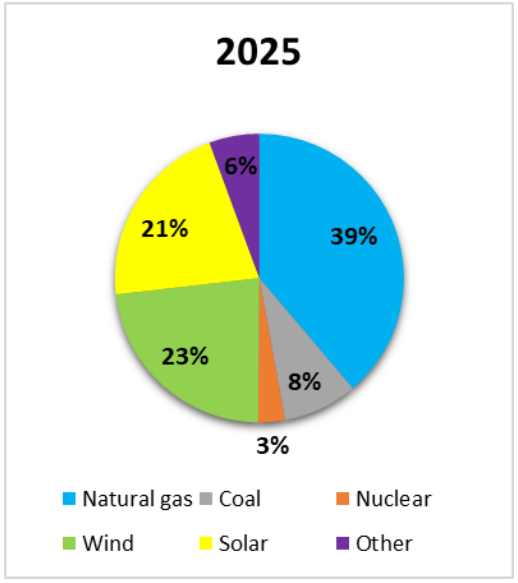
FERC – APPROVED, NOT UNDER CONSTRUCTION

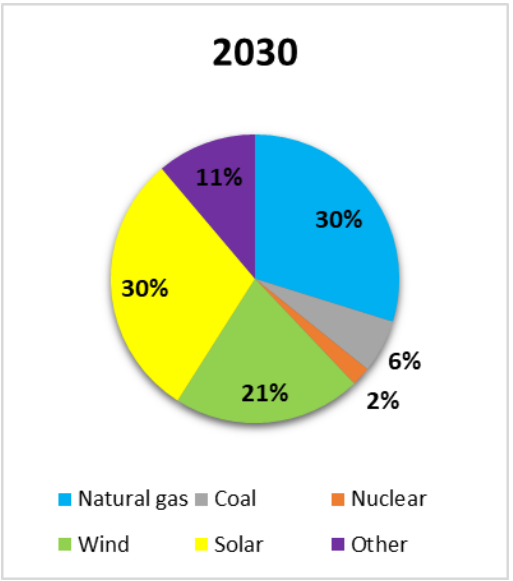
A. Lake Charles, LA: 2.27 Bcfd (Energy Transfer – Lake Charles LNG) (CP14-120)
B. Lake Charles, LA: 1.22 Bcfd (Glenfarne Group – Magnolia LNG) (CP14-347)
C. Hackberry, LA: 0.93 Bcfd (Sempra - Cameron LNG Train 4) (CP15-560, CP22-41)
D. Freeport, TX: 0.74 Bcfd (Freeport LNG Train 4) (CP17-470)
E. Pascagoula, MS: 1.50 Bcfd (Kinder Morgan – Gulf LNG Liquefaction) (CP15-521)
F. Jacksonville, FL: 0.13 Bcfd (Eagle LNG – Jacksonville LNG) (CP17-41)
G. Brownsville, TX: 0.62 Bcfd (Glenfarne Group –Texas LNG Brownsville) (CP16-116)
H. Nikiski, AK: 2.76 Bcfd (Alaska Gasline – Alaska LNG) (CP17-178)
I. Cameron Parish, LA: 1.21 Bcfd (Kimmeridge – Commonwealth LNG) (CP19-502)
J. Port Arthur, TX: 1.86 Bcfd (Sempra - Port Arthur LNG Trains 3 & 4) (CP20-55)

Texas Energy Market Overview – Future Generation

- Considering all of ERCOT together, we can see how the makeup of the generation fleet has evolved over the past several years from one that was very gas centric to one today that is almost 50% renewable…and how that trend will continue over the next several years.

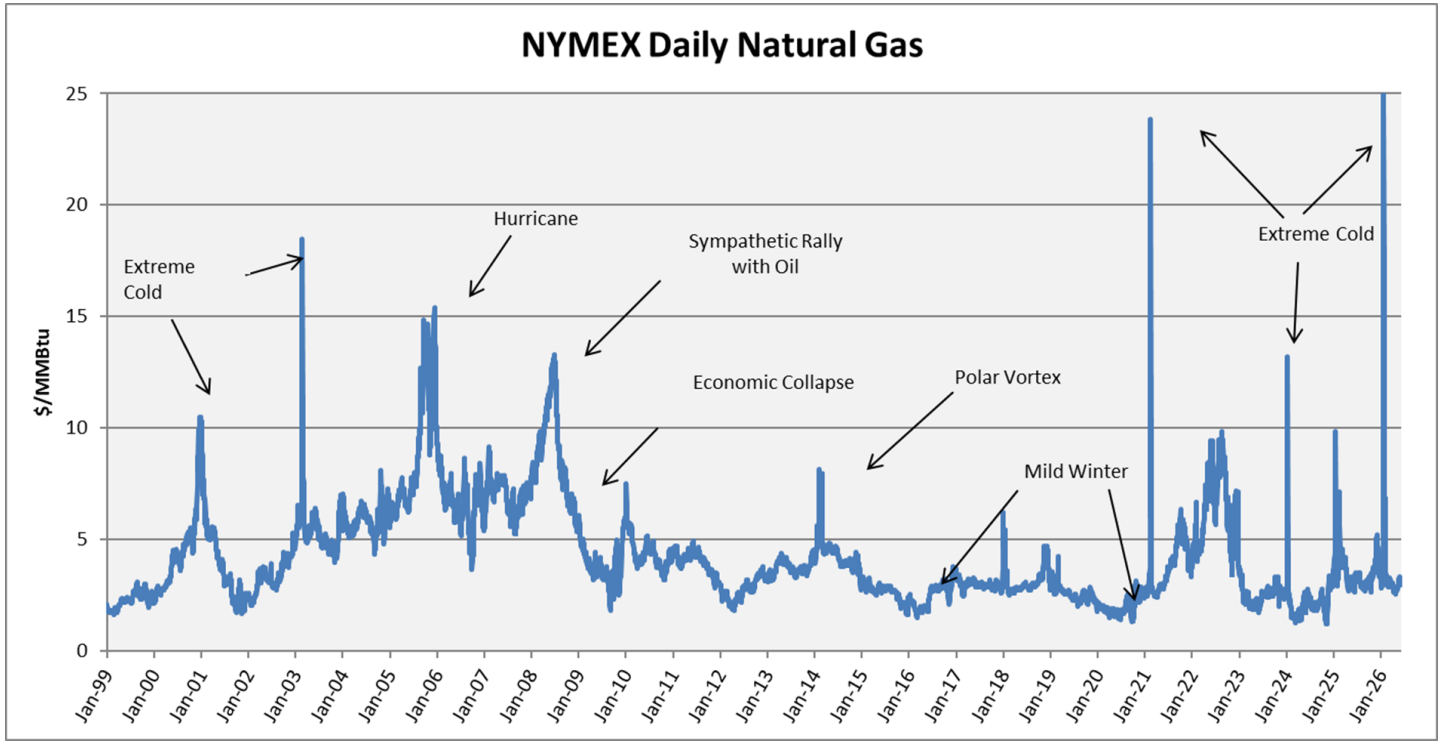






Natural Gas Price Fluctuation

- Since 2021, prices have ranged from $2.43/MMBtu to well over $25.00/MMBtu during Winter Storm Fern.
- Although the causes of the price movements may have changed (i.e. hurricanes used to have a very large impact) it is still weather which determines the price.
- In more recent years, as more natural gas production is on-shore, it is demand which determines price with cold winters increasing prices and mild winters decreasing them.
- Looking at a long term history of natural gas prices you can see that we are seeing more dramatic (demand related) spikes over the past few years, most recently during Fern.



Future Cost Projections – Savings

- The challenge is to act now while rates can still be secured that will hold HCC's utility costs steady and provide for some additional savings. The anticipation is that due to increased demand for energy in Texas compared to limited supply, electricity and natural gas costs will go up through the remainder of this decade and into the 2030's.
- The two charts below show the future savings HCC would achieve by locking in a future contract rate now compared to where electricity and gas rates could be by the end of this decade and starting off into 2030.

ELECTRICITY

Proposed Contract Rate Starting 2029	Estimated 2029 Rate	Estimated 2030 Rate	Estimated 2031 Rate
$ 0.065	$ 0.075	$ 0.090	$ 0.110
Estimated Savings	$ 766,000	$ 1,149,000	$ 1,532,000

NATURAL GAS

Proposed Contract Rate Starting 2029	Estimated 2028 Rate	Estimated 2029 Rate	Estimated 2030 Rate
$ 4.17	$ 5.00	$ 5.50	$ 6.50
Estimated Savings	$ 58,598	$ 35,300	$ 70,600

Long Term Prices Regulatory Changes

- The primary focus of legislative and regulatory changed on the Texas ERCOT grid is to ensure there is enough generation in the future to meet the rapidly growing demand. Implementation of utility scale battery storage has been a solution pushed on the grid. Following are two programs that may have an effect on this resource leading to further concerns over sufficient power generation:
  - **ERCOT Real Time Co-Optimization**: ERCOT's new Real Time Optimization of Dispatch has changed how energy and ancillaries are purchased. It has been working very well to make sure resources are available when needed. However, it could impact the future buildout of batteries as it changes their compensation structure.
  - **ERCOT Interconnection Process**: Texas is moving to a "batch" interconnection process where projects are grouped together for study. This could help streamline the process and bring more clarity to what changes are actually needed.

Summary HCC Electricity & Natural Gas Contracts

- Understanding the movement of natural gas (NYMEX) provides the clearest way to chart the future movement of prices HCC will pay for gas.
- NYMEX natural gas futures also provide a good barometer of the movement of electricity prices since electricity prices are tied very closely to natural gas (natural gas-fired power plants still provide the baseload of power generation in ERCOT).
- Both natural gas and electricity prices in Texas are expected to increase over time primarily due to both:
  - Increased exporting of natural gas reduces our domestic supply; and
  - Increased build out of datacenters greatly increases our domestic demand
- With the expectations of increased pricing, it will be to HCC's advantage to renew both the electricity and natural gas contracts now, and consider securing fixed prices for longer terms that will provide both budget certainty and protection from rising rates.

Thank You

ACTION ITEM

Meeting Date: November 18, 2026

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
B.	**Cooperative Contract Award** **Natural Gas Service Provider** **Tradition Energy**	**Dr. Margaret Ford Fisher** **Robert McCracken** **Bob Wooten**

RECOMMENDATION

Authorize the Chancellor to execute a cooperative contract with TFS Energy Solutions, LLC dba Tradition Energy under OMNIA Partners Contract #15896, and to negotiate and execute contract(s) for system-wide natural gas through a competitive open energy market. Natural gas contract(s) will be awarded to the provider(s) offering the best value to the College based on commodity pricing and contract terms, for a total term of up to five (5) years.

COMPELLING REASON AND BACKGROUND

- HCC's current natural gas contract, priced at $4.46/Dth is set to expire October 31, 2027. Favorable market conditions allow HCC to secure a new contract for November 2027 at rates between $3.00 to $4.00/Dth, potentially saving up to $40,000 annually.

- Natural gas prices are expected to face upward pressure as domestic and global demand grows. According to the U.S. Energy Information Administration's Annual Energy Outlook 2026 (April 2026). U.S. natural gas consumption is projected to rise about 20% by 2050, driven in part by new power generation to serve data centers, while U.S. liquified natural gas exports roughly double over the same period. As more Texas gas is shipped to global markets, HCC will be competing with international buyers for supply, pointing to tighter markets and rising natural gas costs for Texas consumers.

- Tradition Energy will conduct a competitive reverse auction through OMNIA Partners Contract #15896. This similar process, used by San Jacinto College, Harris County, and other local public entities, draws on a healthy competitive market of up to 15 natural gas suppliers.

- All bids will be evaluated equally to ensure the best value. The contract will be firm-fixed price for the entire term, with no escalation clauses or pass-through charges. If market prices decline, HCC may renegotiate a lower rate using a "blend and extend" process.

- Because natural gas prices fluctuate constantly, supplier quotes are typically valid for only a few hours, the Office of General Counsel will prepare contract documents in advance. This authorization allows the Chancellor to execute the contract on the same day the provider submits pricing that offers the best overall value.

FISCAL IMPACT

HCC currently spends about $650,000 per year on natural gas systemwide, and costs are expected to

rise. The U.S. Energy Information Administration projects that U.S. natural gas use will increase by about 20% by 2050. Securing a fixed natural gas rate now would help protect HCC from future price increases.

LEGAL REQUIREMENT

The recommendation to the Board of Trustees is being made in accordance with Chapter 44.031(a) of Texas Education Code and Chapter 791(a) of Texas Government Code.

STRATEGIC ALIGNMENT

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

This item is applicable to the following: District

ACTION ITEM

Meeting Date: November 18, 2026

Topics for Discussion and/or Action

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

RECOMMENDATION

Approval of Full-Time Faculty Contracts for Academic Year 2026-27.

COMPELLING REASON AND BACKGROUND

Full-Time contracted faculty are employed under academic year term employment contracts on an annual basis as outlined under DCA (LEGAL): Employment Practices Term Contracts.

Each academic year full-time contracted faculty receive a new employment contract for the upcoming academic year. Contract types consist of 9-month, 10.5-month and 12-month term lengths.

FISCAL IMPACT

Funds for these faculty positions are provided for in the FY 2027 Unrestricted Budget.

STRATEGIC ALIGNMENT

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

ATTACHMENTS:

Description	Upload Date	Type
November 2026 Faculty Personnel Agenda_1	11/2/2026	Attachment

This item is applicable to the following:

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

APPENDIX

(Board Action Required)

Personnel Agenda - Faculty

Board Meeting

November 18, 2026

INFORMATION ITEMS - BOARD ACTION REQUIRED
FACULTY (REGULAR)

Name	Previous Organization or HCCS Job Title	Proposed New Job Title	Contract Type/Grade	Employment Action Reason	Annual Salary	Effective Date
Rocha, Angel	Silla, LLC	Smart Building Technology Instructor	10.5 Month Grade: 2	New Hire	51,895	10/16/2026

REPORT ITEM

Meeting Date: November 18, 2026

Topics for Discussion and/or Action

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

DISCUSSION

Provide quarterly report regarding the HCC Foundation.

COMPELLING REASON AND BACKGROUND

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

STRATEGIC ALIGNMENT

1. Student Success, 4. Community Investment

ATTACHMENTS:

Description	Upload Date	Type
HCC Foundation Quarterly Report - November 2026	11/6/2026	Presentation

This item is applicable to the following: District

HCC FOUNDATION QUARTERLY REPORT

INVEST IN HOUSTON'S FUTURE



Karen L. Schmidt

President, HCC Foundation

FY2026 Report through

June 30, 2026

HOUSTON CITY COLLEGE | FOUNDATION

HCC
FOUNDATION



MISSION

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

VISION

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

Approved by HCC Foundation Board 3/28/2019

HCC FOUNDATION BOARD OF DIRECTORS

(09/01/2026 – 08/31/2027)

EXECUTIVE COMMITTEE

Tracy Janda
BOARD CHAIR
Community Volunteer

David D. Itz
IMMEDIATE PAST BOARD CHAIR
Community Volunteer

Jennifer Waldner Grant
VICE CHAIR OF ADVANCEMENT
AIG

Lona McManus
VICE CHAIR OF BOARD RELATIONS
Morgan Stanley – Wulf Group

Ed Fierro
VICE CHAIR OF GOVERNANCE
Bracewell

Leslie Nagy
TREASURER
Waste Management

Juanita S. Parker
SECRETARY
Williams

BOARD MEMEMBERS

Marie D. Arcos, MSW
Community Volunteer

Claudia Arias
PNC Bank

Dr. Antrece L. Baggétt
HCC, Faculty Liaison

Dr. Nichole Boutté-Heiniluoma
HCC, Faculty Liaison

Vanessa Carter
Angels On Call Home Care

Hue Du
HD LEO

Javeed Gire
Richmond Printing

Sophie Haci
HCC, Faculty Liaison

Jessica Herbst
Deloitte & Touche LLP

Dr. Mary Lawson
HCC, Faculty Liaison

Stacy Lindley
HCA Healthcare

Arturo G. Michel
City of Houston

Sara Montelongo-Oyervidez
Valero Energy

Al M. Payton
Community Volunteer

Hina Qadri
Office of Harris County Judge Lina Hidalgo

Cameron Rempel
OXY

Nicole Riley, CFE, CPA
Withum

Lina Sabouni, AIA
AUTOARCH Architects LLC

Holly Maria Flynn Vilaseca
OPTERRA Energy Services

HCC BOARD OF TRUSTEES LIAISONS

Monica Flores Richart
TRUSTEE, DISTRICT I (EX-OFFICIO)

Renee Jefferson Patterson
TRUSTEE, DISTRICT II (EX-OFFICIO)

EX-OFFICIOS

Dr. Margaret Ford Fisher
CHANCELLOR, HCC

Karen L. Schmidt, M.B.A., CFRE
PRESIDENT, HCC FOUNDATION

Bedichek-Orman Auction

A Fundraiser for Faculty Professional Development

TOTAL FUNDS RAISED

$45,994.24



SAVE the DATE

FOR THE **ANNUAL HCC FOUNDATION**

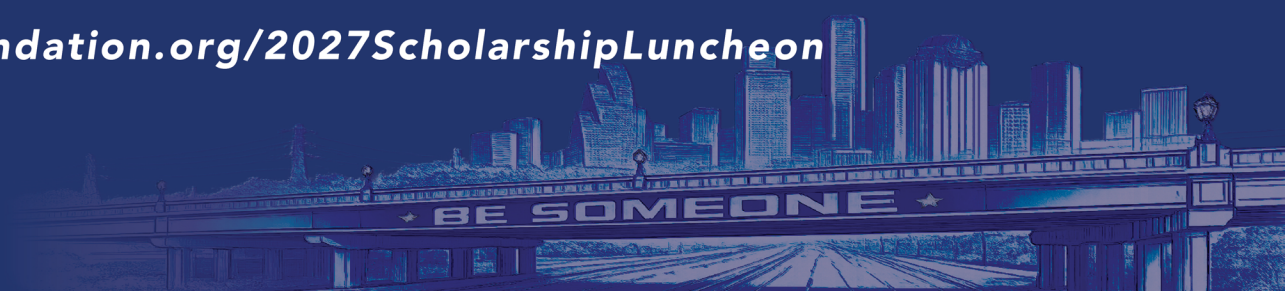
Scholarship Luncheon

WHERE GENEROSITY MEETS GRATITUDE

Friday, February 26, 2027

UNDERWRITING OPPORTUNITIES: ***hccsfoundation.org/2027ScholarshipLuncheon***

HOUSTON CITY COLLEGE | FOUNDATION



HCC
FOUNDATION

FY2026
Financial Highlights
YTD 06/30/2026 Unaudited

Total Net Revenues:	$10,082,352
Total Contributions:	$5,587,032
Funds Provided to HCC:	$5,479,892
HCC Investment in HCCF:	$1,393,755
Total Net Assets:	$27,562,341
ROI:	$3.93 to $1.00 or 293%

INVESTING TODAY. TRANSFORMING TOMORROW.

HCC
FOUNDATION

FY2026
Funds Raised
YTD 06/30/26 Unaudited

HCCF Raised

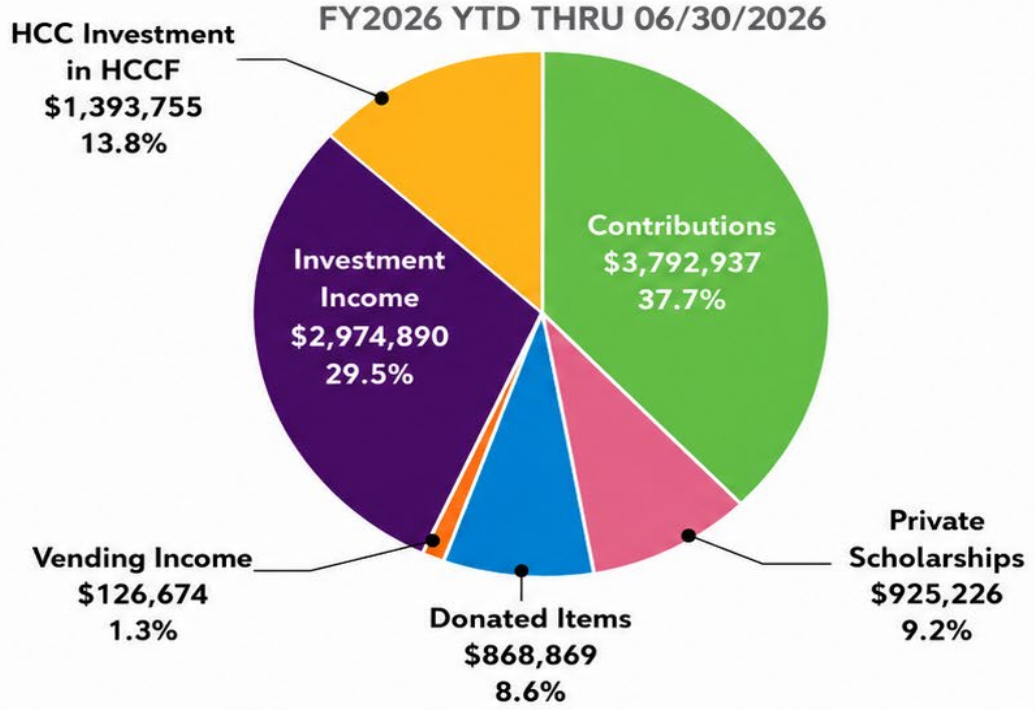
$5,587,032

for HCC Student Success.

HCC Foundation Net Revenue

$10,082,352

FY2026 YTD THRU 06/30/2026



INVESTING TODAY. TRANSFORMING TOMORROW.

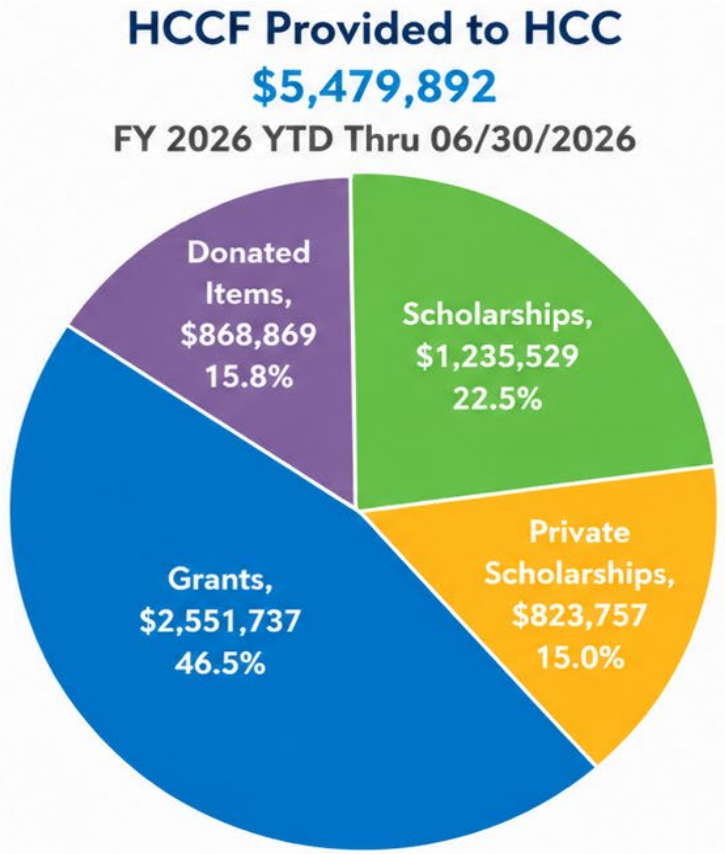
HCC
FOUNDATION

FY2026
Funds Provided to HCC
YTD 06/30/2026 Unaudited

HCCF Provided

$5,479,892

to HCC for HCC Student Success.



INVESTING TODAY. TRANSFORMING TOMORROW.

HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

SUMMA CUM LAUDE EAGLES

$100,000 and above

Adaptive Computing Enterprises, Inc.

Apple, Inc.

Bank of America

Brochsteins, Inc.

David and Jean Wiley Foundation

ExxonMobil Foundation

As of June 30, 2026

HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

SUMMA CUM LAUDE EAGLES

$100,000 and above

Houston Endowment Inc.

Houston Livestock Show & Rodeo

National Association for Community College Entrepreneurship

The Goldman Sachs Foundation

The PepsiCo Foundation

Trehan Charitable Foundation

As of June 30, 2026

HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

MAGNA CUM LAUDE EAGLES

$50,000 - $99,999

Moody Foundation

WGU Labs

University of Houston - Division of Research

Volunteers of America Texas

Scholarship America

Capital One, N.A.

Valero Energy Corporation

As of June 30, 2026

HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

DEAN'S LIST EAGLE

$25,000 - $49,999

Shraman Foundation

Estate of Frances Marzio

David D. Itz

AON

Qualcomm, Inc.

McGraw-Hill Education, L.L.C.

Driven Brands Charitable Foundation

Morgan Stanley

Cemvita Factory, Inc.

David Key

Kam Esmail

Kimberly Felton and Michael Ukropina

Lift High Foundation

PNC Foundation

As of June 30, 2026

HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

HEAD OF THE CLASS EAGLES

$10,000 - $24,999

NVIDIA Corporation

Assistance League of Houston

Texas Mutual Insurance Company

Amaanah Refugee Services

UnidosUS

Norma Perez

Houck Family Foundation

Houston Gateway Academy

Port Houston

Erickson Senior Living as agent for Eagle's Trace, Inc.

Bank of Texas Private Wealth

Sahni Family Foundation

Chevron

College Success Foundation

As of June 30, 2026

HCC
FOUNDATION

FY25 GOLDEN EAGLE SOCIETY

HEAD OF THE CLASS EAGLES

$10,000 - $24,999

Greater Houston Community Foundation

Wallis Bank

Social Justice Learning Institute

Tracy D. Janda

Cyclyx

Experian

First Gen Forward

Houston Texans Foundation

Invitation Homes

Linda and David Knowles

San Antonio Area Foundation

TechForce Foundation

The Teagle Foundation

Union Pacific Foundation

As of June 30, 2026



Follow us on social media!

Houston City College Foundation

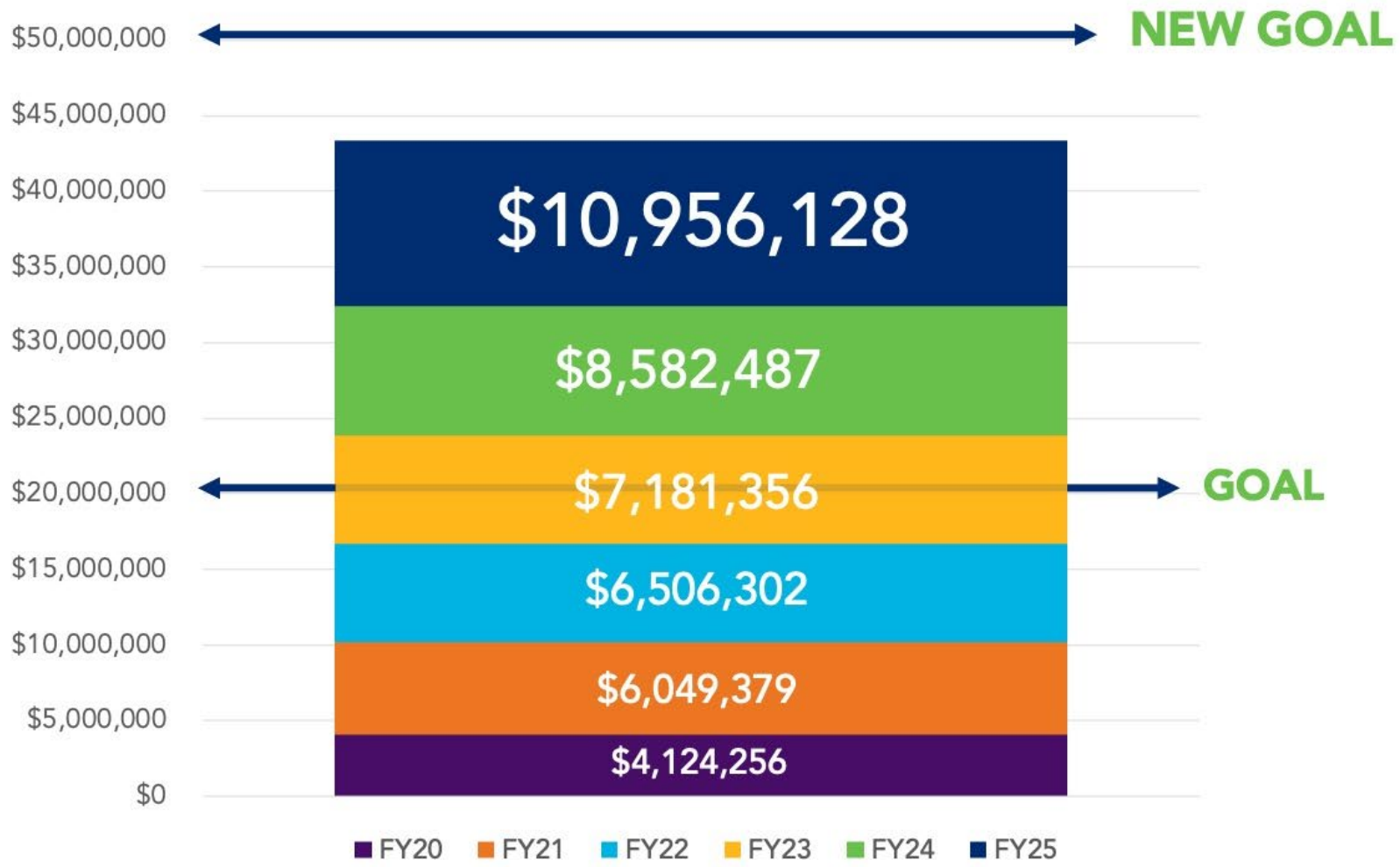
HCC
FOUNDATION



HCC's Invest in Houston's Future Campaign

$50 Million Goal FY20 to FY28

$43,399,908 thru FY25



HCC FOUNDATION

FY2025 Financial Highlights

8/31/2025 (Audited)



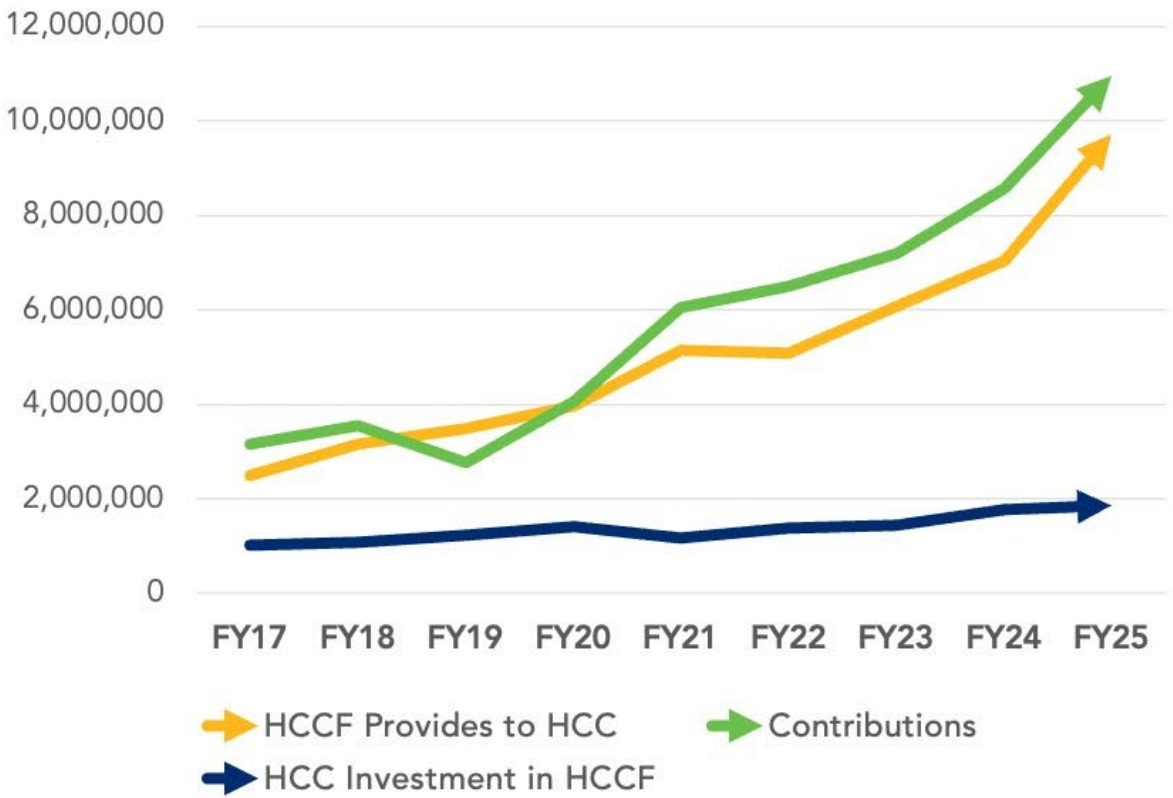
Total Gross Revenues	$15,275,756
Contributions	$10,956,128
Funds Provided to HCC	$9,729,253
HCC Investment in HCCF	$1,857,451
ROI	$5.24 to $1 or 424%
Total Net Assets	$25,058,547

HCC FOUNDATION

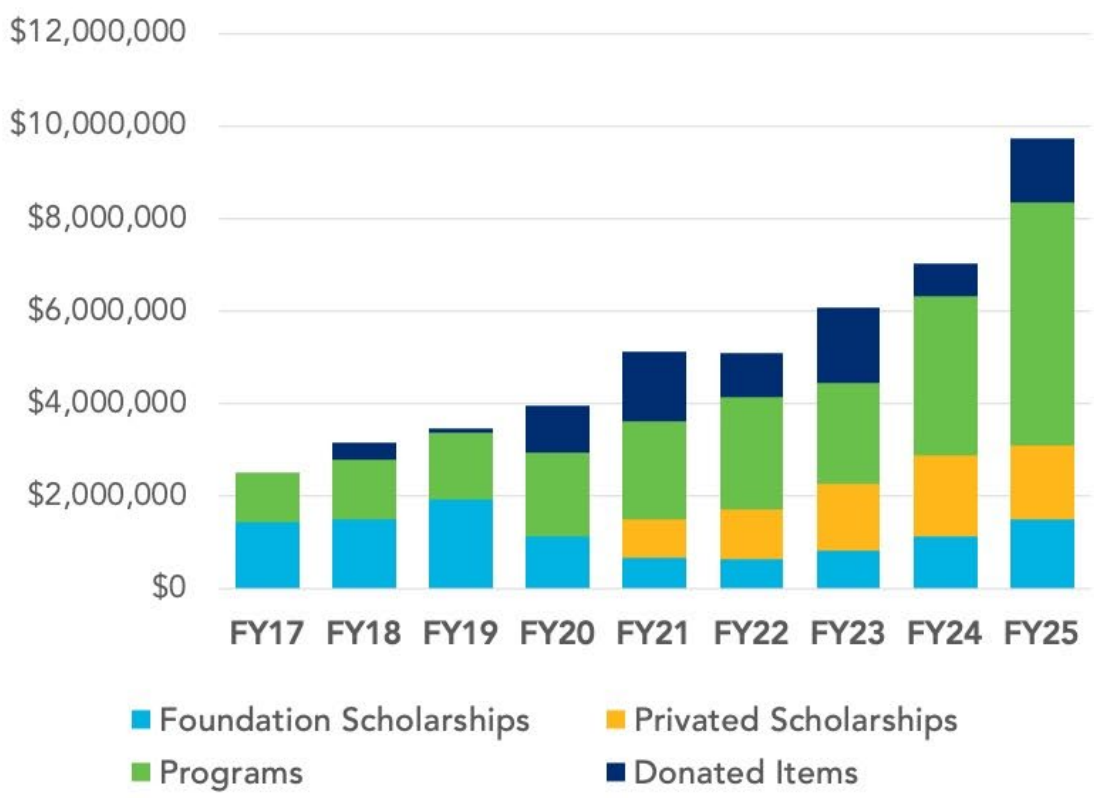
FY2025 Financial Highlights

FY17 to FY25

HCC Foundation Growth



Funds Provided to HCC



HCCF Funds Provided to HCC
As of 8/31/2025:
$9,729,253

HCC Investment in HCCF
As of 8/31/2025:
$1,857,451



HCC Assigns HCC Employees to HCC Foundation

HCCF Provided $5.25 for every $1
HCC invested in HCCF or **424% ROI**
as of August 31, 2025

HOUSTON CITY COLLEGE

HOUSTON CITY COLLEGE
FOUNDATION



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

HCC
FOUNDATION







Accounting Example of HCC and HCC Foundation Interdependence ONLY

as of August 31, 2025 (Audited)

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

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

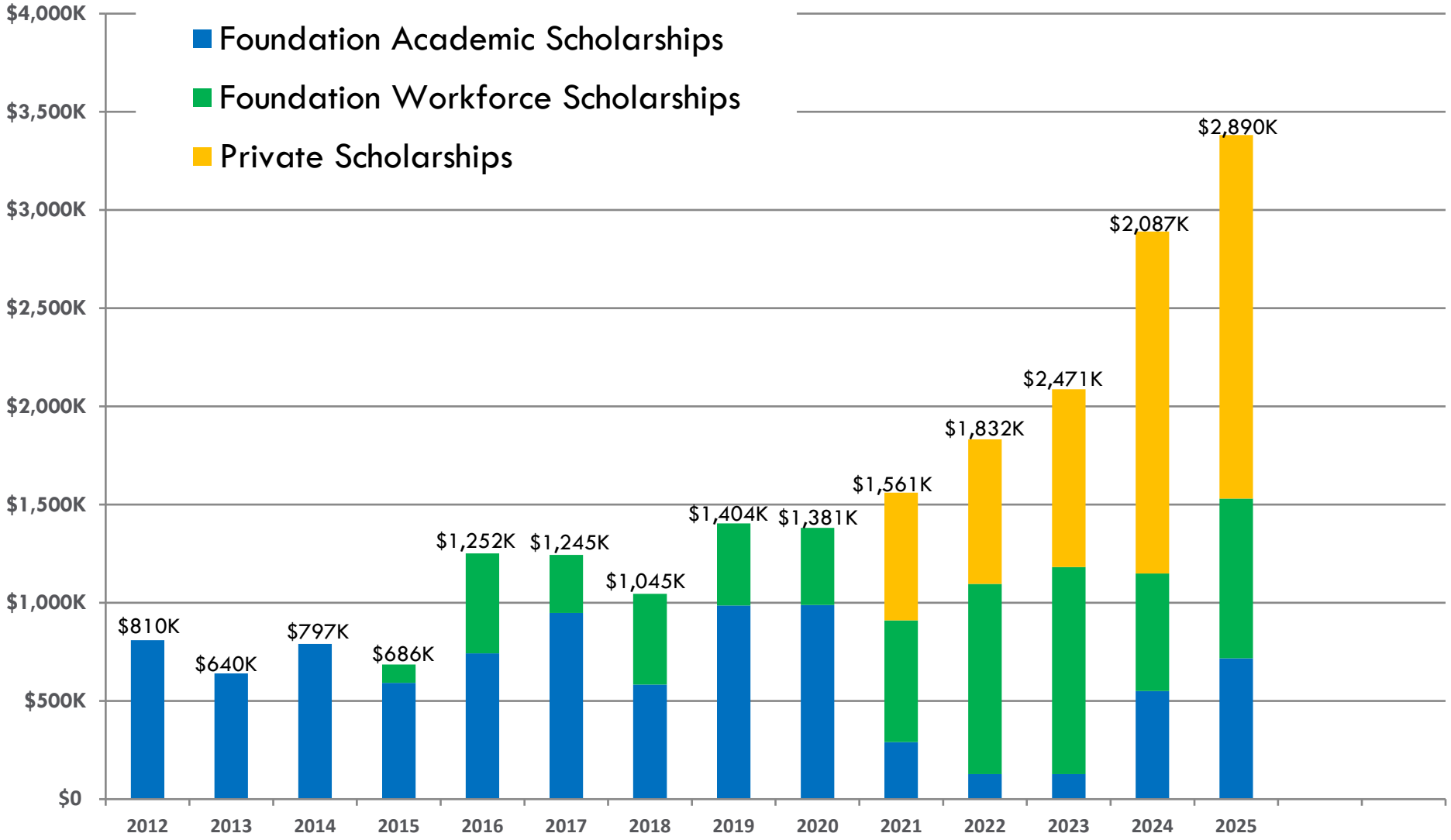
	Actual	HCCF Goal
HCCF Return on HCC's Investment	**424%**	150%
	$5.24 to $1	$2.5 to $1

Source: FY25 HCC Foundation Audited Financial Statements

HCC
FOUNDATION



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



REPORT ITEM

Meeting Date: November 18, 2026

Topics for Discussion and/or Action

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

DISCUSSION
Provide an update on Capital Improvement Projects.

COMPELLING REASON AND BACKGROUND
Provide a status update on large capital projects.

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

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

ATTACHMENTS:

Description	Upload Date	Type
CIP Report	11/10/2026	Presentation

This item is applicable to the following: District

HOUSTON
CITY COLLEGE

Facilities Projects Report

Dr. Margaret Ford Fisher, Chancellor

Robert McCracken, Vice Chancellor Administration and Operations

James Walker III, Associate Vice Chancellor, Facilities Management

November 18, 2026

Overview

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

Report Project Overview

- Capital Projects Update:
  - Coleman: Healthcare Innovation Center 5th Floor Build-out
  - Systemwide: Safety and Security: Access Control
  - Systemwide: Signage and Wayfinding
  - Financials Report
- Deferred Maintenance Update:
  - Financials Report
  - Financials Summary by College
  - Deferred Maintenance Program Update

Capital Improvement Projects

Coleman: Healthcare Innovation Center 5th Floor Build-Out

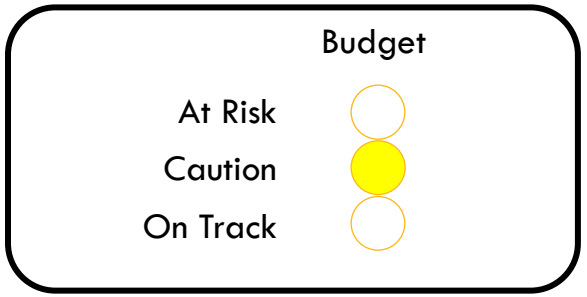
Description: Build-out 5th floor to create a Healthcare Innovation Center that fosters a collaborative and innovative environment to offer stackable credentials in biotechnology, AI in healthcare and digital health innovation. Build-out will include virtual reality studio, digital fabrication, wet and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

Status:

- Construction POs received. Mobilization started Sept 1.
- Permit received.
- Framing and walls are under construction. Electrical and mechanical ductwork installation ongoing.
- Schedule continues to be compressed. Submittal review ongoing. Critical submittals complete.
- Long lead items and furniture ordered.

Budget

- $ 8,900,000



Schedule and Timeline

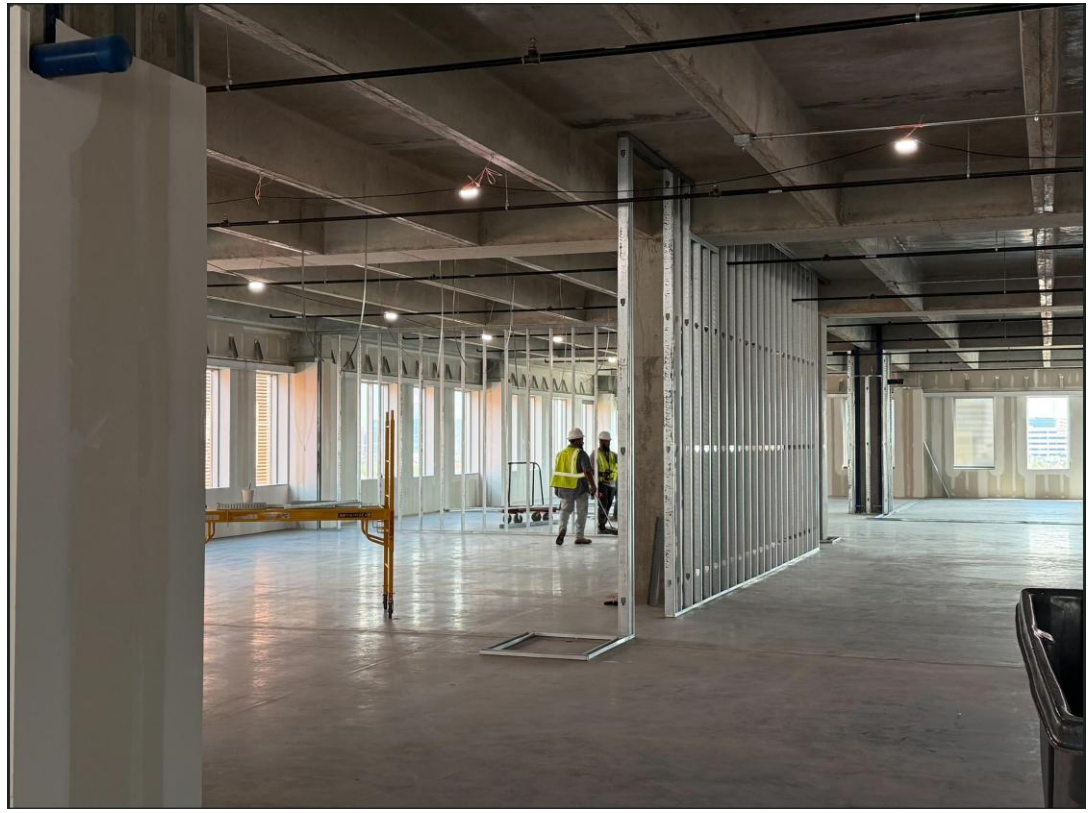
Phase	Status	
Project Initiation	√	February 2026
Design	√	May 2026
Procurement/Permit	√	Aug 2026 updated to Oct 2026
Construction		September 2026 start; Phase 1 January 2027
Closeout		

Coleman Healthcare Innovation Center 5th Floor Build-Out Project

September



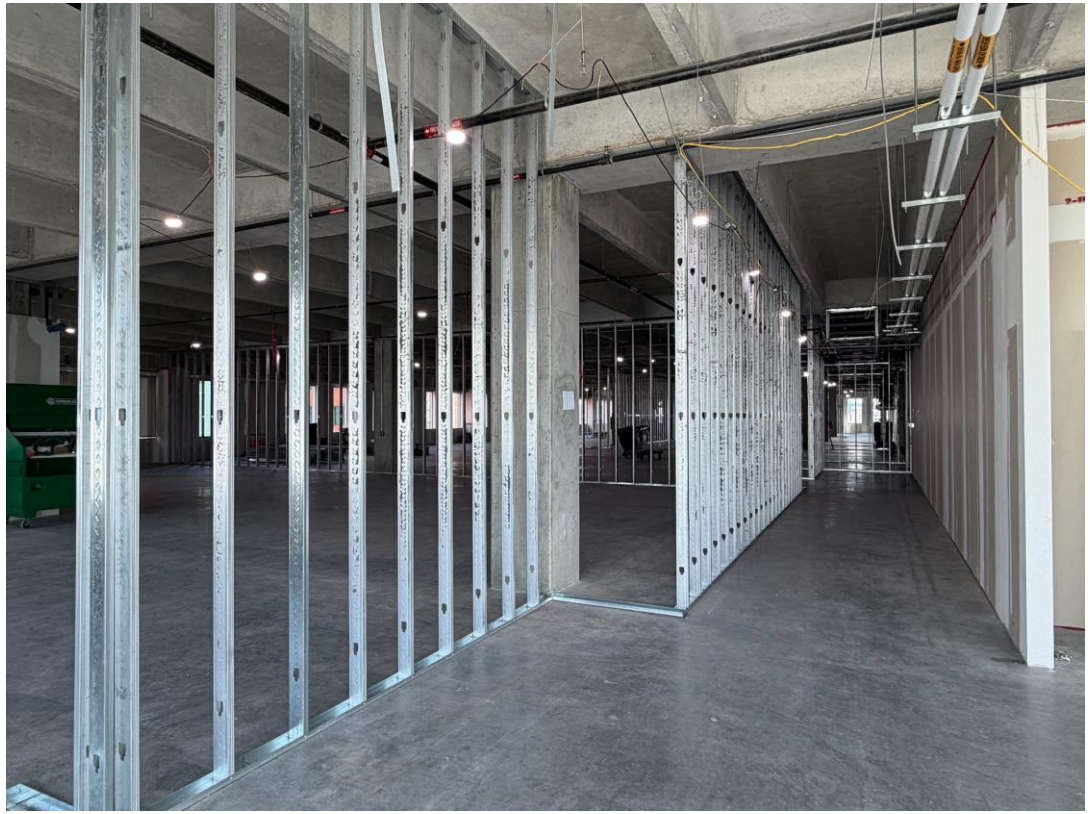
Collaboration Area



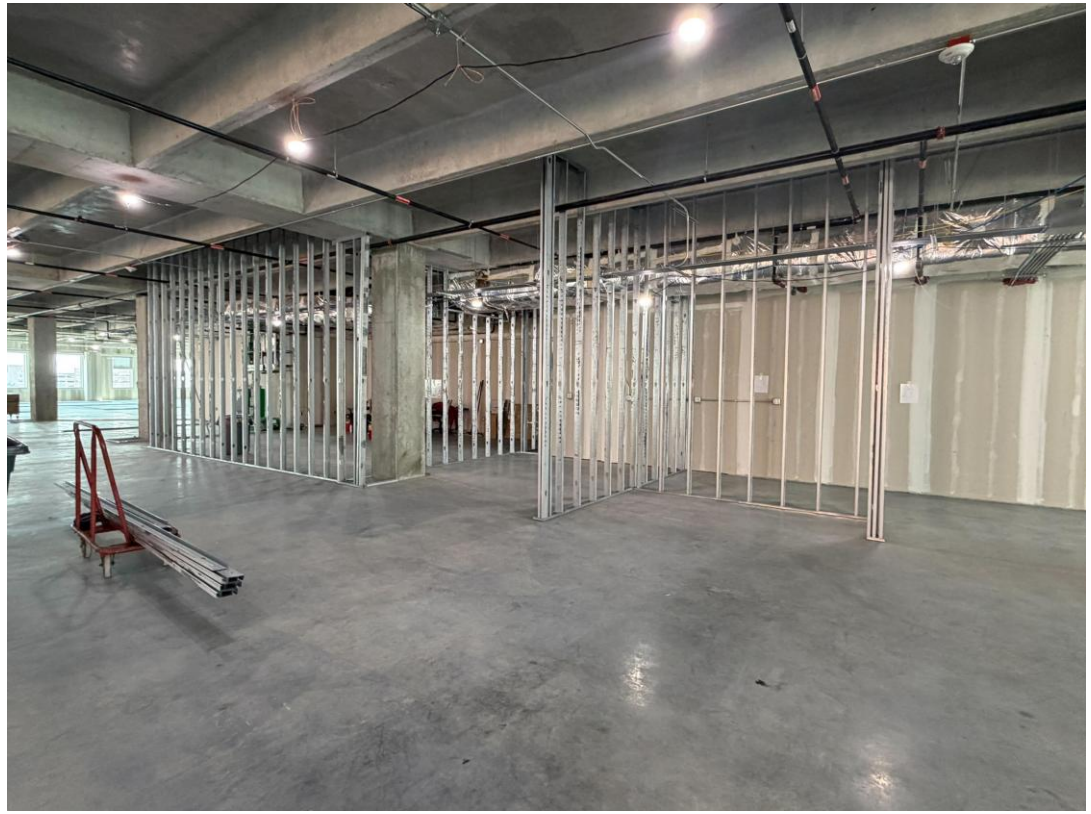
Classroom

Coleman Healthcare Innovation Center 5th Floor Build-Out Project

September



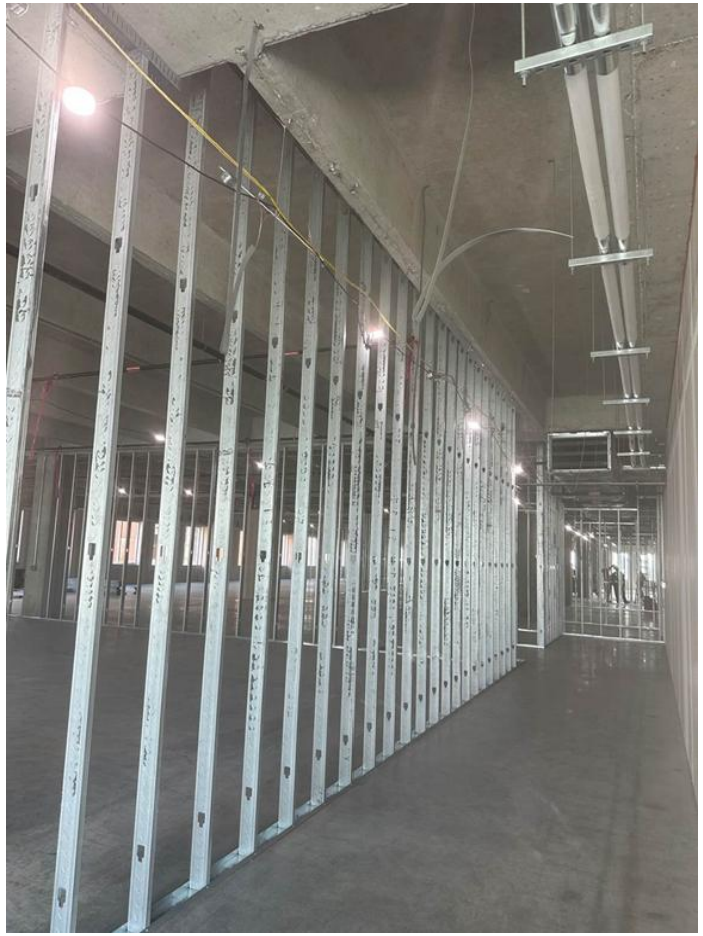
Hallway from Student Commons to Reception



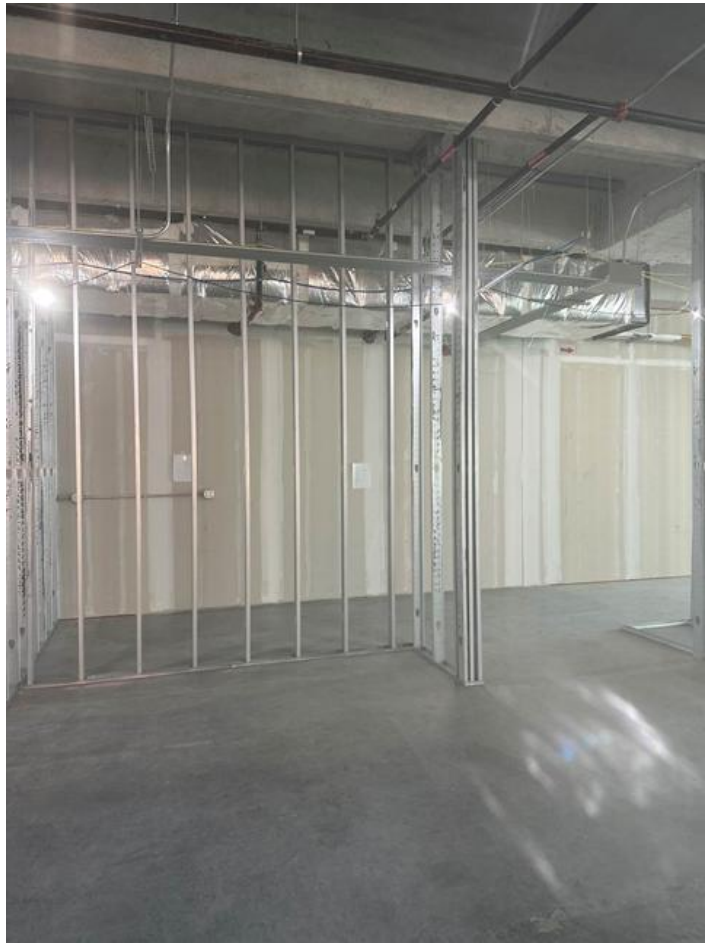
Virtual Reality Studio

Coleman Healthcare Innovation Center 5th Floor Build-Out Project

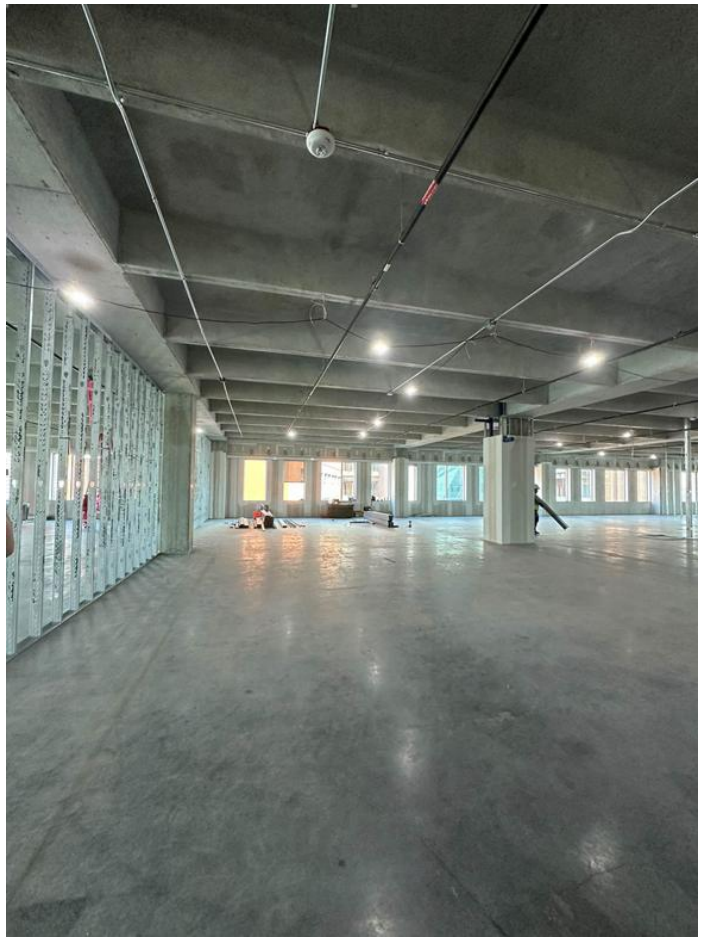
September



Hallway from Student Commons to Suite Entry



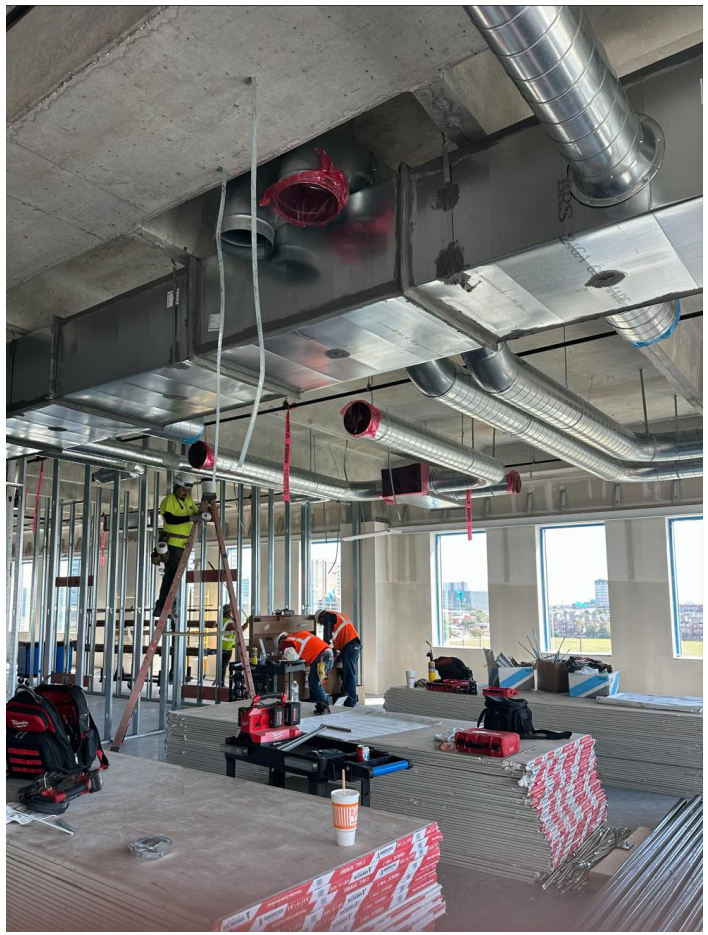
Reception Niche



Collaboration Space

Coleman Healthcare Innovation Center 5th Floor Build-Out Project

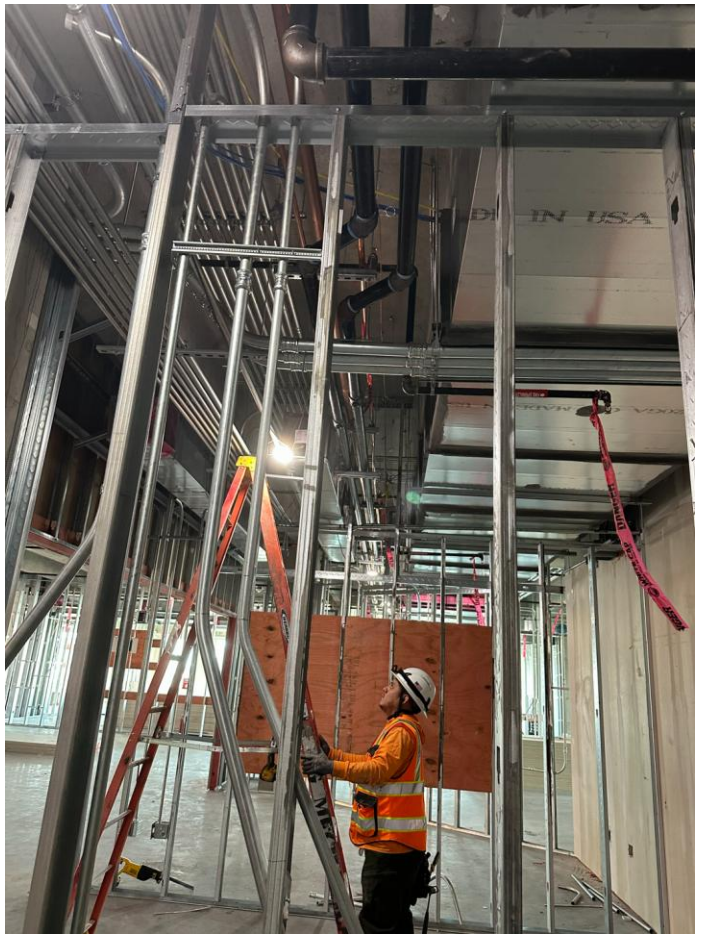
October



Ductwork installation

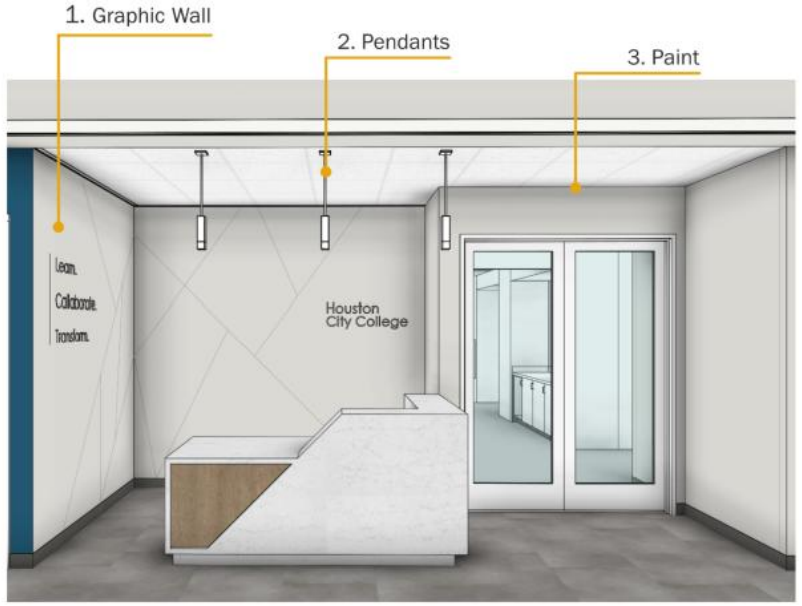


Electrical conduit installation



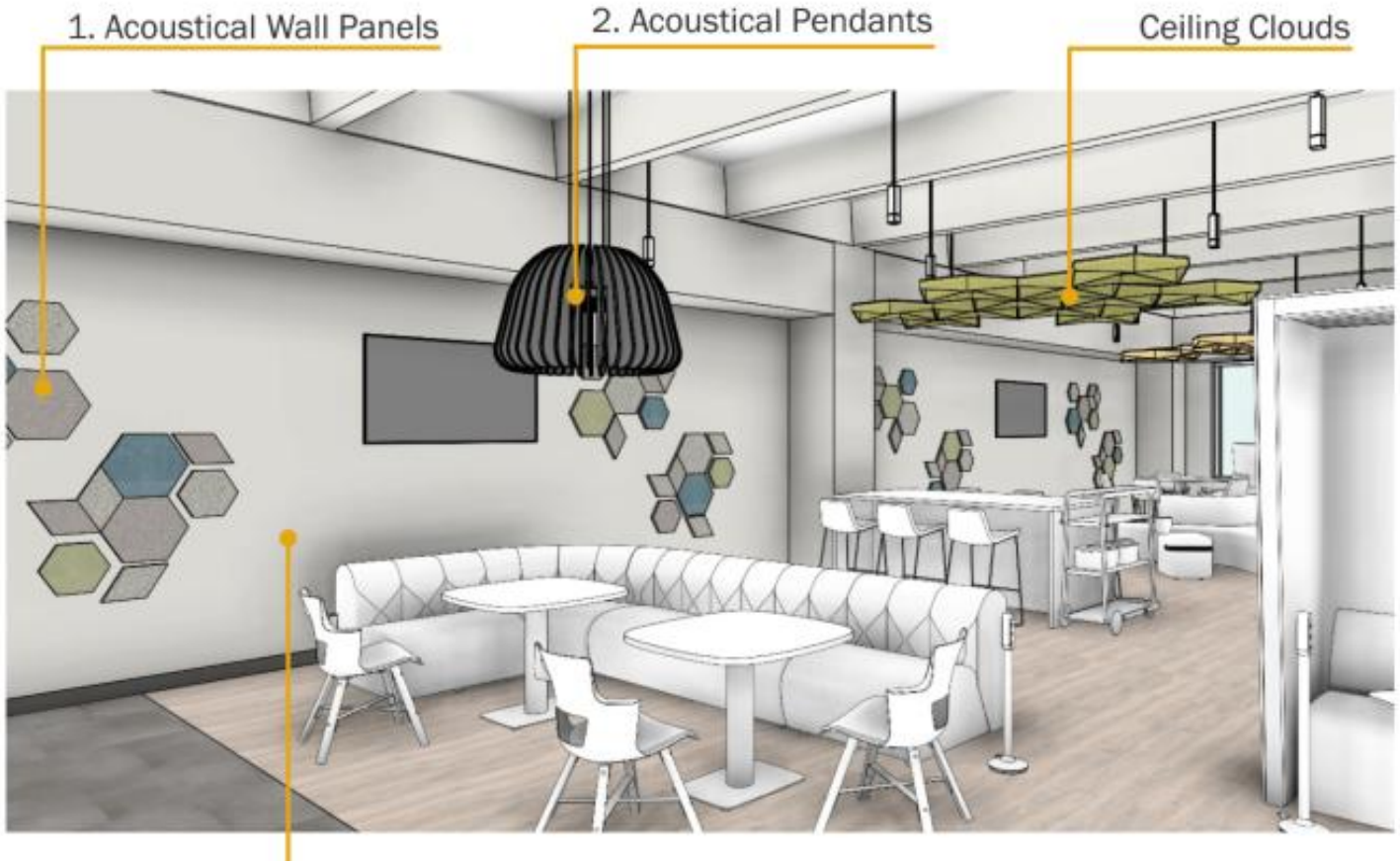
Electrical installation

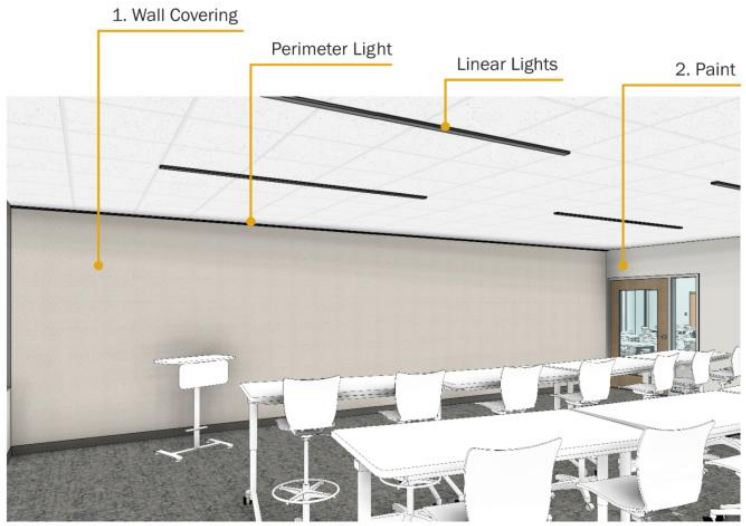
Coleman Healthcare Innovation Center 5th Floor Build-Out Project



Reception

Collaboration Area





Classroom

Systemwide: Safety and Security: Access Control

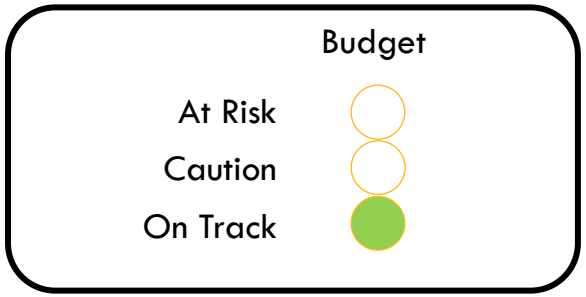
Description: Access Control updates to System Infrastructure to accommodate new badge reader (electronic door access) and camera technology.

Status:

- Cameras installed and server communication testing completed.
- Camera training for Police Department completed.
- Hardware programming still ongoing. Defining naming convention was critical for continuity of project and has been delivered by IT staff. Facilities to assume installation and implementation of project.
- Permit by building is in still progress. 80 permits completed and 15 remaining. Some permits are partial floor permits.

Budget

- $ 2,700,000



Schedule and Timeline

Phase	Status	
Project Initiation	√	
Design	√	November 2024
Procurement	√	January 2025
Construction		Nov 2026 updated to Jan 2027
Closeout		

Systemwide: Signage and Wayfinding Project

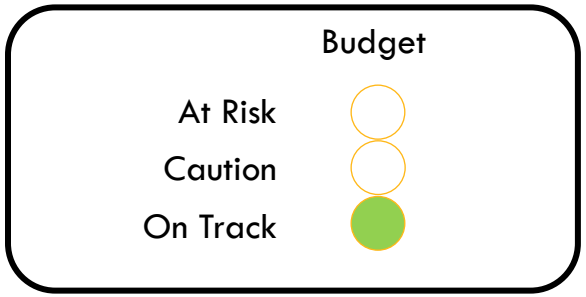
Description: Update signage to reflect new Houston City College name. Project includes monument signs, pylon signs and building top signage.

Status:

- Temporary signage installation complete at all campuses.
- Permanent signage design manual complete and cost estimates received.
- Pending approval of design by leadership.
- Building name signage presentation received.

Budget

- $ 2,831,213



Schedule and Timeline

Phase	Temporary Signage	Permanent Signage
Project Initiation	√	√
Design	√ November 2025	Ongoing. Dec 2026
Permit	√ June 2026	
Procurement	√ December 2025	
Construction	√ June 2026	
Closeout		

Current Capital Projects Financials

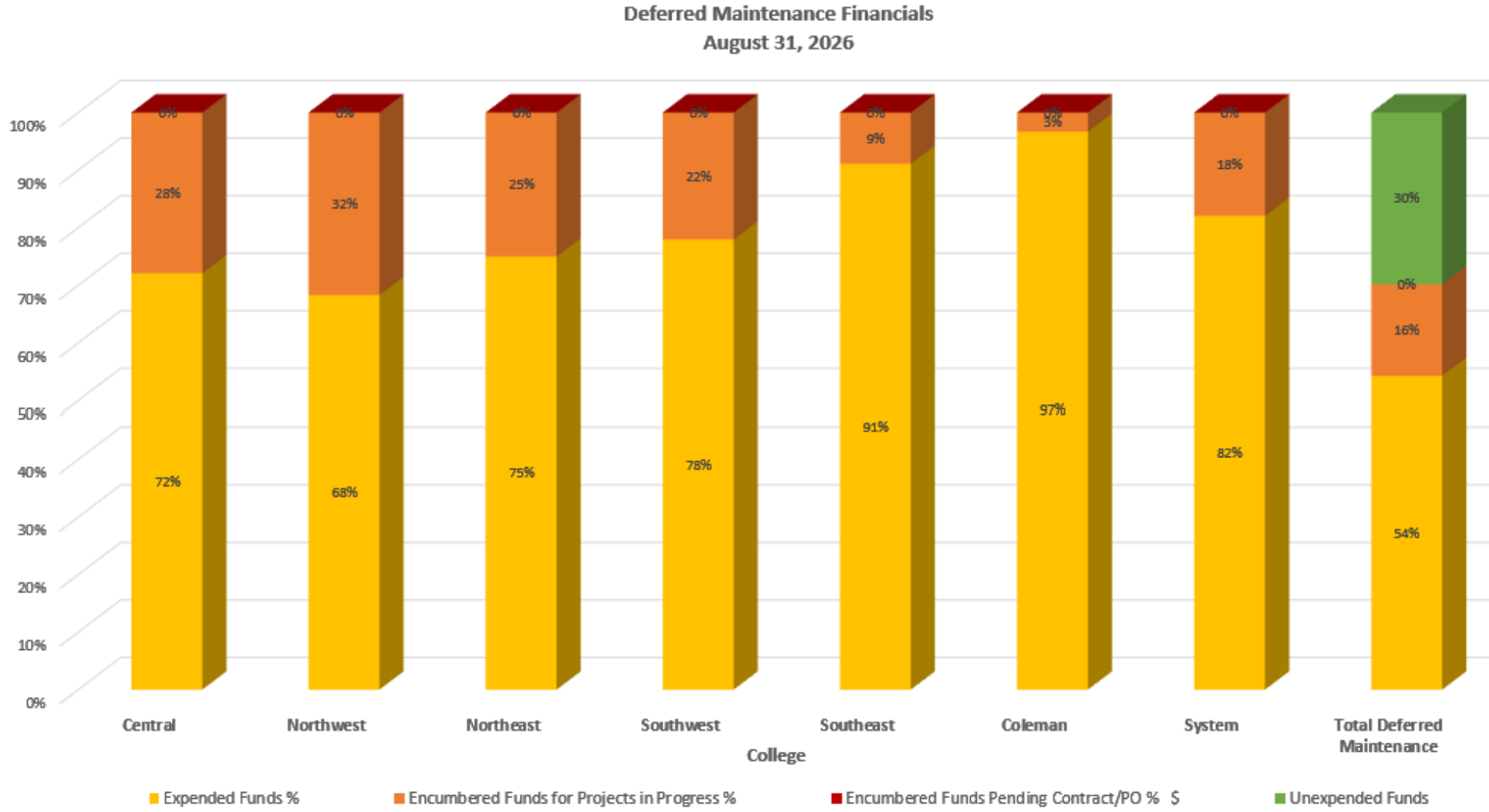
HOUSTON CITY COLLEGE
Capital Project Summary
As of August 31, 2026

	Total Budget	Expenditures	Encumbrances	Unexpended	Funding Source
Capital Projects					
2013 CIP Program 2.0					
Signage	6,329,665	3,032,312	132,217	3,165,135	
System Wide Safety & Security	$ 13,848,018	$ 6,066,211	$ 1,834,651	$ 5,947,156	Operating Budget FY24
Coleman Health Science Tower Buildout	$ 8,900,000	$ 1,601,421	$ 5,490,275	$ 1,808,304	2013 CIP Fund Balance
Flood Water Training Facility Design	$ 8,437,500	$ 2,067,803	$ 19,419	$ 6,350,279	State Appropriations

*Additional funding of $2.38M from State of Texas in next biennium

Deferred Maintenance Capital Projects Progress Summary

Deferred Maintenance Funds By College



Deferred Maintenance Projects Financials

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

	Total Budget*	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Expenditures	Encumbrances	Unexpended
Source of Funds:												
FY2020 Operating Budget	13,000,000											
FY2021 Operating Budget	3,129,621											
FY2022 Operating Budget	8,000,000											
FY2023 Operating Budget	10,000,000											
FY2024 Operating Budget	10,984,939											
FY2025 Operating Budget	25,000,000											
FY2026 Operating Budget	22,000,000											
Total Available	$ 92,114,560											
Central	$ 12,404,995	$ 466,337	$ 2,816,755	$ 1,172,952	$ 388,655	$ 1,123,794	$ 1,177,511	$ 1,813,807		$ 8,942,527	$ 3,462,468	-
Northwest	$ 10,027,321	131,481	1,889,930	213,715	144,145	546,775	1,785,809	2,156,316		6,847,511	3,179,810	-
Northeast	$ 9,255,171	158,713	1,674,412	158,101	474,848	1,845,191	1,652,313	993,698		6,940,561	2,314,610	-
Southwest	$ 10,320,451	614,535	1,403,827	273,760	215,080	1,662,959	3,195,600	680,463		8,046,223	2,274,228	-
Southeast	$ 1,884,251		9,169	135,171	188,851	339,077	669,525	375,033		1,716,826	167,425	-
Coleman	$ 3,208,319		548,471	56,379	969,868	594,742	619,799	311,990		3,101,250	107,069	-
System	$ 17,535,905	931,770	881,494	1,460,667	2,184,409	2,159,338	3,470,626	3,490,173		14,390,918	3,144,987	-
Contingency	$ 27,478,147											27,478,147
Total Deferred Maintenance	**$ 92,114,560**	**2,302,835**	**9,224,057.91**	**3,470,744.93**	**4,565,856.44**	**8,271,874.58**	**$ 12,571,182**	**$ 9,821,480**		**$ 49,985,815**	**$ 14,650,598**	**$ 27,478,147**

Deferred Maintenance Projects Financials

Total Deferred Maintenance Unexpended (Contingency) As of August 31, 2026	**$**	**27,478,147**
Allocated Funding to Ongoing Projects*	$	4,551,134
Allocated to Planned Projects*	$	2,2927,013
Budgeted Exigent Remaining	$	0
TOTAL	**$**	**17,057,812**

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

Deferred Maintenance Projects Financials

Budgeted Exigent	**$**	**2,250,000**
Breakdown of Exigent Spend Per Construction System As of August 31, 2026		
	Fire and Life Safety	$226,491
	Mechanical	$1,336,087
	Conveyances	$179,964
	Electrical	$55,171
	Plumbing	$119,569
	Roofing	$0
	Exterior	$973,561
	Site	$384,813
	Interior	$129,503
	Specialties	$0
Exigent Spend As of August 31, 2026		$ 3,405,159
Budgeted Exigent Remaining		- $ 1,155,159

Deferred Maintenance 10 Step Prioritization Process Update

New DM Cycle for FY 2027

Completed Steps

- Annual Assessment Refresh for FY 2027 projects completed.
- Facilities QAC review, update and verification completed.
- MAPPS database with verified deficiencies has been updated.
- Prioritization scoring and ranking completed.
- BOT approved $15M for FY2027.
- Review projects with DM Committee.



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

Deferred Maintenance 10 Step Prioritization Process Update

New DM Cycle for FY 2027

Steps 6 & 7

- Package items into projects.
- Project validation and finalization.

Next Step

- Update DM Database with proposed projects.



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

Thank You

Meeting Date: November 18, 2026

Adjournment

ITEM #	ITEM TITLE	PRESENTER
XIV.	**Appendix - No Action Required**	

STRATEGIC ALIGNMENT

ATTACHMENTS:

Description	Upload Date	Type
November 2026 Staff Personnel Agenda_Final	11/2/2026	Cover Memo

This item is applicable to the following:

APPENDIX

(No Board Action Required)

Personnel Agenda - Staff

Board Meeting
November 18, 2026

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

INTERNAL HIRES

Name	Previous HCCS Job Title	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Bennett, Trenica	P/T Integrated Reading/ Writing Instructor	Coordinator, Transfer Services	Southwest	Exempt Grade: 7	72,000	11/2/2026
Easley, Robert	P/T Campus Manager	F/T Student Recruiter	Southwest	Exempt Grade: 5	58,000	10/16/2026
Hale, Nathan	P/T Digital Communication Instructor	F/T Content Creator-Communications & Marketing	System	Exempt Grade: 7	66,500	10/16/2026

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

INTERNAL HIRES

Name	Previous HCCS Job Title	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Alejandro, Mariana	F/T Assistant, Testing	F/T Assistant, Testing	Central	Non-Exempt Grade: 2	41,000	10/16/2026
Bahta, John	F/T Coordinator, Community Outreach	F/T Program Manager-Business COE	Southeast	Exempt Grade: 6	65,328	11/2/2026
Longstaff, Charlene	F/T Student Recruiter	F/T Advisor, Pathways and Case Management	Southwest	Exempt Grade: 7	61,650	10/16/2026
Medina, Carola	F/T Office Manager	F/T Program Manager Entrepreneurship	System	Exempt Grade: 6	52,784	10/16/2026
Pitts, Chelsea	F/T Student Recruiter	F/T Advisor, Dual Credit Pathways	Southwest	Exempt Grade: 7	65,900	11/2/2026
Villalpando, Alfonso	F/T Sr. Specialist, Talent Acquisition	F/T Student Recruiter	Southeast	Exempt Grade: 5	74,000	11/16/2026
Waterman, Harish	F/T (Temporary) Academic Coach	F/T Advisor, Dual Credit Pathways	Northeast	Exempt Grade: 7	63,500	11/2/2026
Zapata, Veronica	F/T Office Manager	F/T Assistant, Executive-District Student Services	System	Non-Exempt Grade: 6	56,000	10/16/2026

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

EXTERNAL HIRES

Name	Previous Organization	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Carmouche, Ronica	Texas Southern University	Advisor, Dual Credit Pathways	Northwest	Exempt Grade: 7	70,000	11/2/2026
Collins, Patricia	Polk State College	Dean Center of Excellence Global Energy	Northeast	Exempt Grade: E10	125,000	10/16/2026
Gudino, Marithza	University of Houston Clearlake	Instructional Designer	System	Exempt Grade: 7	74,000	11/2/2026
Lewis, Jekesmond	Texas Southern University	Advisor, Dual Credit Pathways	Central	Exempt Grade: 7	61,355	11/2/2026
Martinez, Amanda	Texas A&M University	Advisor, Dual Credit Pathways	Southwest	Exempt Grade: 7	62,000	11/2/2026
Mireles, Michael	Metro Police	Police Officer	System	Non-Exempt Grade: LE2	81,181	11/2/2026

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

SEPARATIONS OF EMPLOYMENT

Name	Effective Date	Position Title
Bulbul, Basak	10/3/2026	Sr. Compensation Analyst
El Kharif, Sara	10/3/2026	Sr. Analyst, Procurement
Gupta, Kanika	10/24/2026	Analyst, Technology & Projects
Hillier, Christi	10/30/2026	Coordinator, Transfer Services
Johnson, Nekeisha	10/4/2026	Sterile Processing
Muhammad, Dorothy	10/1/2026	Developmental Math
Palacios, Gilbert	10/25/2026	Law Enforcement Training
Pierre, Waverly	10/12/2026	Security Officer
Thompson, Demitra	10/1/2026	Lieutenant