

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

May 7, 2025

Minutes

The Academic and Student Affairs Committee of Houston Community College Board of Trustees met on Wednesday, May 7, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Sean Cheben, Committee Member
Renee Patterson, Alternate member
Monica Richart

CHANCELLOR'S COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor for Student Services
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, Online College
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, Interim General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement and Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer
Miguel Ramos, Vice Chancellor, Instructional Services
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHER PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Sean Cheben, Committee member, called the meeting to order at 1:04 p.m. and declared the Board convened to consider matters about Houston Community College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben)

OPPORTUNITY FOR PUBLIC COMMENTS

No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

REPORT ON STACKABLE CREDENTIALS

Dr. Ford Fisher noted that the item provides a high-level overview of the Stackable Credentials. She noted that Dr. Miguel Ramos, Vice Chancellor, Instructional Services and Dr. Andrea BurrIDGE, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness would provide an overview of stackable credentials.

Dr. Ramos noted that stackable credentials enable students to earn short-term awards, such as certificates, that lead to employment while also aligning with more advanced credentials.

Dr. BurrIDGE provided an overview of the awards per graduate and the top areas for stacking credentials.

Dr. Ramos noted that the next steps involve evaluating all feasible opportunities for stackable credentials and developing credential pathway maps that clearly illustrate credential alignment to help students better understand their entire educational journey.

Trustee Cheben asked what can be done to maximize the velocity of engaging students as much as possible during their time at the college. Dr. Ramos apprised that students sometimes do not make the connection regarding transfer and noted that the credentials are stackable on the front end. Dr. Ford Fisher apprised that another opportunity involves the P-TECH program, particularly when combined with other short-term certificates.

Trustee Cheben noted there are a lot of stackable opportunities driving towards associate degrees or totally adjacent. He inquired about tools in place to simplify the process of guiding students regarding adjacent credentials. Dr. BurrIDGE noted that the effort is to help the students envision their trajectory and what it looks like. She noted that career counseling with the students will assist with identifying the next pathway to reach their goals.

Trustee Cheben noted accelerating the adoption of stackable credentials in the future could be something to consider for the next budget cycle for 2027. He noted that if it is sizable, it may be included as part of the Chancellor's goals.

DEVELOPMENTAL EDUCATION PROGRAM UPDATE

Dr. Ford Fisher noted that the item provides an overview of the developmental education program and apprised that Dr. Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer would provide an overview.

Dr. Perez acknowledged the program staff involved in the development education program and reported on the following:

- Overview of Development Education
- Corequisite Enrollment and Success Rate
- Developmental Education Departments and Courses
- Corequisite and Prerequisite Student Completion Rates
- Enrollment of Credit Students in Developmental Coursework by Academic Year
- Corequisite INRW Enrollment and Success Rates
- Corequisite Math Enrollment and Success Rates
- Corequisite ESOL and English Enrollment Semester Success Rates
- INRW Standalone Options Enrollment and Success Rates
- Developmental Math Standalone Options Enrollment and Success Rates
- Intensive English Standalone Options Enrollment and Success Rates
- Corequisite and Prerequisite Student Completion Rates
- Success and Completion Initiatives

(Trustee Patterson joined the meeting at 1:22 p.m.)

Trustee Cheben referenced slide 6 regarding the Math enrollment and inquired if the 0314 (core requisite) and 1314 (college level) were the same and if the student passed the course at the same level. Dr. Perez noted that the intent is to pass both courses successfully.

(Trustee Richart joined the meeting at 1:23 p.m.)

Trustee Cheben inquired about what the college is doing to flag students enrolling in college-level courses. Dr. Perez noted that some measures have already been implemented. Dr. Desmond Lewis, Associate Vice Chancellor of College Readiness, apprised that the personalized action plan outlines lessons learned for students, including Personalized Learning under the Quality Enhancement Plan (QEP). He noted that these interventions help students become college-ready.

Trustee Cheben inquired whether the interventions could be correlated with other areas. Dr. Lewis apprised that resources are integrated across the district, enabling faculty members to identify and assist students effectively.

HEALTH SCIENCE PROGRAMS, PARTNERSHIPS & RECRUITMENT

Dr. Ford Fisher noted that Dr. Lutricia Harrison, President, Coleman College, would provide an update regarding HCC Coleman College.

Dr. Harrison reported on the following:

- HCC Coleman College
- HCC Coleman College Midtown
- Partnerships
- Recruitment Efforts

ADJOURNMENT

With no further business coming before the Board, the meeting at 1:31 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: June 18, 2025