

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

May 21, 2025

Minutes

The Board of Trustees of Houston Community College held a Regular Meeting on Wednesday, May 21, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

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

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Student Services
Nichole Boulette-Heiniluoma, Faculty Senate President
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

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Morgan Yette, Staff Senate President
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHERS PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Eva Loreda, Chair, called the meeting to order at 4:04 p.m. and declared the Board convened to consider matters of Houston Community College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Davies, Loreda, Tamez, VanDible Stallworth, and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE

Trustee Dave Wilson led in the prayer and pledges.

APPROVAL OF MINUTES FOR APRIL 2025

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

Vote – The motion passed with a vote of 6-0 with Trustees Loreda, Davies, Cheben, Tamez, VanDible Stallworth, and Wilson.

AWARDS, PRESENTATIONS, AND RECOGNITIONS

The awards and recognition were as follows:

- Check Presentation by CenterPoint Energy

(Trustee Richart joined the meeting at 4:08 p.m.)

- Recognition of Cinco De Mayo
- Recognition of Asian American and Pacific Islander Heritage Month

(Trustee Richart stepped out at 4:11 p.m. and returned at 4:12 p.m.)

CHAIR'S REPORT

- **TRUSTEE DISTRICT REPORT**

District III – Dr. Tamez thanked the Chancellor and the entire HCC team for their continued dedication and daily efforts. She noted that she regularly asks young people about their future as a way to stay connected, and she expressed appreciation for the faculty, staff, and administration who help follow through on the referrals.

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

District IV – Trustee Davies noted his attendance at the Phi Theta Kappa induction ceremony held on April 26, 2025. He acknowledged HCC Coleman College for its May activities, including the pinning ceremony and the reception honoring the inaugural baccalaureate graduates. He also acknowledged Dr. Michele Brograte, Director of the Physical Therapist Assistant Program, for her diligent efforts. He noted that next month marks the celebration of Juneteenth and apprised that he plans to attend both the Emancipation Conservatory event and the Buffalo Soldiers recognition.

District II – Trustee Patterson noted that she has been extremely busy and expressed her appreciation to everyone for being helpful and accommodating. She advised that it is evident HCC is getting it right and noted that she attended all four of the graduation ceremonies. She thanked the Trustees for their availability, leadership, and guidance.

District V – Trustee Cheben noted that 45 students are participating in the HCC welding program in partnership with SpaceX, and approximately 15 of them interviewed for positions. He further noted that at least half of those interviewed were offered employment opportunities.

District VIII – Trustee Loredo noted that she attended all four graduation ceremonies and observed that the strong participation reflected the College's growth. She also attended the Senior Prom event held for individuals who had not been able to attend their prom and are now proud grandparents or great-grandparents. She expressed birthday wishes to Mr. Isidro Tamez, the father of Dr. Adriana Tamez, who celebrated his 95th birthday. Trustee Loredo also apprised that she attended the National Association of Latino Elected and Appointed Officials (NALEO) Policy Forum by invitation in California.

District IX – Dr. VanDible Stallworth thanked the presidents of HCC Central and Southwest Colleges for their diligence in engaging the community, including the community meeting hosted by Dr. "Butch" Herod, President of Central College. She also expressed appreciation to Dr. Herod for organizing the Shoe-A-Thon held at South Campus. Dr. VanDible Stallworth thanked Dr. Michael Webster, President of Southwest College, for attending PTO meetings in the Southwest area and for hosting the Artistic Challenge event. She apprised that both colleges also participated in the CodeFest. She thanked Dr. Villagran-Glover, President of Southeast College, for hosting the AI Robotics Competition. Additionally, she expressed appreciation to Ms. Debbie Allen for hosting the "Black Women Making a Difference" event, which included judges providing an overview of court processes.

- **BOARD MEETING SCHEDULED**

Trustee Loredo noted that the Committees/COTW meetings for June will be held on Wednesday, June 4, 2025, and the Regular meeting will be on Wednesday, June 18, 2025.

- **BIRTHDAY RECOGNITIONS**

Trustee Loreda expressed birthday wishes to Trustee Cheben who celebrated his birthday on May 8.

CHANCELLOR'S REPORT

Dr. Ford Fisher expressed appreciation to the faculty and staff for their efforts and provided the following report:

- HCC Total Enrollment Comparison: Summer 2024 vs. Summer 2025
- HCC Total Enrollment Comparison: Fall 2024 vs. Fall 2025
- General Commencement to include Inaugural Bachelor's degrees as well as 6 Honorary Degrees were awarded
- Recognized
- District-wide Campus Tour with Board of Trustees on April 25, 2025

(Dr. Tamez stepped out at 4:46 p.m.)

(Dr. Tamez returned at 4:47 p.m.)

- HCC Foundation Gala
- Center For Houston's Future
- Bilateral Chamber
- Signed MOU with Bilateral Chamber of Commerce
- HCC showcased at the Greater Houston Partnership
- SpaceX Recruitment
- HCCTV was Honored with two Bronze Telly Awards in the General Education Institution Category

UNITED STUDENT COUNCIL REPORT

Jonah Garcia, United Student Council President, provided a report on the following:

- Gift Card Distribution
- Final Spring General Assembly

FACULTY SENATE REPORT

Dr. Nichole Boutte-Heiniluoma, Faculty Senate President, commended Faculty for their commitment during AY 2024-25 and expressed appreciation to the Board for the

STAFF SENATE REPORT

Ms. Morgan Yette provided the Staff Senate Report on the following:

- HCC Graduation Ceremonies
- Dr. Sandra Johnson was named Employee of the Month for April 2025
- Staff Senate Meeting on May 1, 2025

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- Hosted Staff Senate town hall meeting on May 8, 2025, with 200 staff members in attendance
- Celebrated the longevity and accomplishments of staff members
- 2025 Staff Conference scheduled for June 27 at West Houston Institute
- Staff Newsletter to be distributed to all staff beginning Friday, May 23, 2025

CREDENTIALS OF VALUE (COV) MONTHLY HIGHLIGHT

Dr. Ford Fisher noted that the monthly highlight focuses on students' success and outcomes through Credentials of Value (COV). She noted that Dr. Lutricia Harrison, HCC Coleman College, would provide the highlight. Dr. Lutricia Harrison recognized Coleman's staff in attendance and introduced the COV highlighting Erica Gardner and Takia Atkins.

(Dr. VanDible Stallworth stepped out at 4:55 p.m.)

HEARING OF THE CITIZENS

The following appeared before the Board:

CONSENT AGENDA

Motion – Trustee Laolu Davies motioned, and Dr. Adriana Tamez seconded to approve the Consent Agenda except for Items #19 and #20.

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

The following items were approved:

- Acceptance of Donated Item by Siemens
- Acceptance of Donated Item by Qualcomm
- Acceptance of Donated Item by Prifina
- Acceptance of Donated Item by Nvidia
- Acceptance of Donated Item by Microsoft
- Acceptance of Donated Item by Dr. Helen Graham
- Acceptance of Donated Item by H-E-B
- Acceptance of Donated Item by Frito-Lay
- Acceptance of Donated Item by Eric Gruetzner
- Acceptance of Donated Item by Ace Frabricators, Inc.
- Acceptance of Donated Item by Primeway
- Acceptance of 2nd Donated Item by Dr. Helen Graham
- Acceptance of Donated Item by Cognitive Space
- Proposed Changes to Policy CAK (LOCAL) - APPROPRIATIONS AND REVENUE SOURCES: INVESTMENTS
- Proposed Changes to Policy CDE (LOCAL) - ACCOUNTING: FINANCIAL ETHICS
- Proposed Changes to DHB (LOCAL): EMPLOYEE STANDARDS OF CONDUCT: CHILD ABUSE AND NEGLECT REPORTING

- Proposed Changes to FAA (LOCAL) Policy: EQUAL EDUCATIONAL OPPORTUNITY: PREGNANT AND PARENTING STUDENTS
- Monthly Investment Report, Financial Statement and Budget Review for March 2025

(Dr. VanDible Stallworth returned at 5:10 p.m.)

TUITION ASSISTANCE OPTIONS FOR FY26 OPERATING BUDGET

Motion – Trustee Laolu Davies motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item is recommending approval of the Houston Reconnect tuition assistance option and apprised that Dr. Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations would provide an overview.

Trustee Wilson apprised that he was unclear on how the item would impact the overall tuition and fees and how it relates to the budget. He inquired if it was a stand-alone item. Dr. Hawn noted that the agenda item reflects the original version addressing the 31% covered by the Pell Grant and apprised that approximately \$2.8 million was added to the costs the College would absorb. She noted that this would be an expense to the College and apprised that the initial investment would not yield a return immediately but is expected to do so in future years. She further noted that this is not a tuition and fees item but a scholarship item.

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

UPDATE ON THE STRATEGIC PLAN

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

Dr. Ford Fisher noted that the item is recommending approval to hold a discussion of the institution's mission and vision at an upcoming retreat, to either reaffirm the current statements or begin the revision process. She apprised that Dr. Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, would respond to questions.

Trustee Wilson noted that he had thought the plan would be discussed later and expressed concerns that this vote might be interpreted as approval of the plan. Dr. Burrige apprised that the plan included in the agenda materials is the currently approved plan and noted that the vote is intended to initiate discussion regarding the strategic plan, not to approve the final plan.

Ms. Melissa Mihalick, Board Counsel, noted that the agenda item is to hold a retreat for discussion and confirmed that the strategic plan will be addressed at the upcoming retreat.

Trustee Wilson noted that he would like the plan to be updated before any vote on its approval.

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Amended Motion – Trustee Laolu Davies motioned, and Trustee Monica Richart seconded that the Board of Trustees discuss the Mission, Vision, and Strategic Plan at an upcoming retreat to reaffirm the statements or begin the revision process.

Trustee Richart inquired whether the Southern Association of Colleges and Schools (SACS) requires a review of the Strategic Plan and asked if the college would be out of compliance if the review is postponed. Dr. Burrridge noted that while the Board can accept the Mission Statement as it stands, she was under the impression that the Board might want to review the Mission Statement.

Dr. VanDible Stallworth inquired whether the strategy should have been provided as a document for the Trustees to review, along with an item agreeing to review the Mission and Vision Statements alongside a comprehensive strategy. She noted that because the statements are included in the strategy document, it could be misconstrued as an approval.

Dr. Tamez noted that the purpose of the retreat should be to review and discuss the plan and inquired as to why it is on the agenda for approval. Dr. Burrridge noted that a record in the minutes is needed to reflect that the Board discussed holding a meeting.

Trustee Wilson recommended postponing the item until the Board Retreat.

Trustee Richart inquired if there would be any compliance issues if the item was postponed.

Vote on Amendment – The motion passed with a vote of 7-0-1 with Trustees Loreda, Davies, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor; and Trustee Cheben abstaining.

Dr. Tamez requested that input be gathered from the Trustees before the retreat regarding the plan so the Board can be involved in the process. She noted that the Administration needs to develop a plan collaboratively, and the Board should have the opportunity to provide feedback.

Dr. Ford Fisher noted that the intention was to provide an update on what had been previously approved. She apprised that as the Strategic Plan process moves forward, the College wants to ensure the Board remains involved, potentially through additional workshops or retreats.

Trustee Richart noted that she is requesting at least a phone call to discuss the matter.

Dr. Ford Fisher noted that it is recommended to approve holding a discussion of the strategic plan at an upcoming retreat, rather than affirming or changing the plan at this time.

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

TOPICS FOR DISCUSSION AND/OR ACTION

HOUSTON DYNAMO FC SPONSORSHIP (SOLE SOURCE AWARD)

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

Dr. Ford Fisher noted the item is to authorize the Chancellor to execute a Sole Source Local Sponsorship Agreement with Dynamo Soccer, LLC, and apprised Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations, Dr. Dietrich von Biedenfeld, Interim Executive Director of Purchasing and Procurement Operations, and Mr. Steve Lestarjette, Interim AVC, Communications and Marketing, would response to questions.

Trustee Richart inquired about the contract and requested details regarding the terms to be negotiated, including provisions related to resources HCC will provide and obligations concerning other categories.

Mr. Lestarjette acknowledged James W. Cushnie, Director, Corporate Partnerships, at Houston Dynamo Football Club. Mr. Cushnie noted that it is an academy to allow continuing education for athletes to study.

Trustee Richart inquired whether the College provides educational services such as tutoring. Mr. Cushnie noted that there are opportunities for English as a Second Language (ESL) learning and stated that the proposed contract is available for review. He also noted that no associated dollar amount is being requested at this time.

Dr. Ford Fisher noted the local sponsorship agreement with Houston Dynamo FC will provide branding, student engagement, and business collaboration opportunities to Houston Community College (HCC). She apprised that under the agreement HCC will receive the right to use the Houston Dynamo name and logo for promotional purposes within a 75-mile radius of Shell Energy Stadium. She noted that the sponsorship also includes various marketing assets such as in-stadium LED signage, concourse posters, video board commercials, digital advertising, and radio spots. Dr. Ford Fisher apprised that the partnership would create student opportunities, including scholarships, mentorship programs, gameday shadowing experiences, internships, and collaboration with the Dynamo FC social media team. She noted that HCC will also support Dynamo Academy athletes by providing academic resources such as tutoring, college prep, and ESL services.

Dr. Nicole Montgomery, Interim General Council, noted that the contract has not yet been negotiated and clarified that the approval is to authorize the Chancellor to proceed with contract negotiations.

Trustee Cheben noted that he shares Trustee Richart's concerns regarding the absence of the contract. He apprised that he would like to review the projected funding costs over the next three to four years.

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Dr. Tamez noted that the conversation should be held internally and apprised that the Board would like to see the dollar amount associated with the agreement.

Trustee Loredó noted that she is excited about the partnership and apprised that having the College's banner displayed at sporting events provides exposure and opportunity. She noted that she was not aware of the financial amount involved but was aware that the College had previously offered ESL classes.

Dr. VanDible Stallworth noted that clarification is needed on what is included and excluded in the proposed contract, specifically what is covered under the \$95,000. She apprised that if ESL services are included, they would fall under the scope of the proposed contract. She noted that listing the line items would help clarify the discussion.

Dr. Montgomery noted that the contract is negotiated after the framework is approved. She apprised that the contract will be reviewed by the Office of General Counsel (OGC) following favorable action of the Board. She further noted that detailed discussion of the contract should be limited during an open meeting.

Mr. Dietrich noted that negotiations with the Dynamo will begin if the item is approved, and the College will be in a favorable position moving forward.

Trustee Davies noted that the item is under \$100K, which is under the Chancellor's threshold. He apprised that the Trustees have voiced reasonable feedback and maybe the Chair could manage the process to ensure that the Board's concerns are taken into account regarding the contract.

Trustee Cheben noted that he is concerned about the Board giving a seal of approval and authorizing the Chancellor to negotiate the contract without first seeing the details. He apprised that the contract should be brought back to the Board for review once negotiations are complete.

Amended Motion – Trustee Davies motioned, and Trustee Cheben seconded to authorize the Chancellor to negotiate a Sole Source Local Sponsorship Agreement with Dynamo Soccer, LLC to provide promotional outreach and student engagement services, in support of the Communication and Marketing Department.

Trustee Wilson inquired about the effectiveness of the marketing dollars and inquired why the item was not included as part of the existing marketing budget. Mr. Lestarjette noted that the item supports a partnership with Dynamo that extends beyond the local level, including activities related to the World Cup. He apprised that co-branding with Dynamo is a valuable opportunity for the College.

Dr. Ford Fisher noted that the partnership is part of a broader district-wide effort to improve conversion rates, with data being captured and assessed across the colleges on a larger scale from the district level.

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

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

PERSONNEL AGENDA (FACULTY)

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

Trustee Wilson inquired about the number of positions allocated for internal audit. Mr. Terrance Corrigan, Director, Internal Auditor, noted that the department has a staff of seven, including himself.

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

ADJOURNED TO CLOSED SESSION

Trustee Eva Loredo adjourned the meeting to Executive Session at 6:14 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 7:04 p.m. and entertained any motions on pending matters.

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

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 7:05 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: June 18, 2025