

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

**December 3, 2025**

**Minutes**

The Board of Trustees of Houston City College held a Regular Meeting on Wednesday, December 3, 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  
Cynthia Lenton-Gary  
Monica Ricart  
Pretta VanDible Stallworth  
Adriana Tamez  
Dave Wilson

**CHANCELLOR COUNCIL**

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

**OTHERS PRESENT**

Houston City College  
Regular Meeting – December 3, 2025 - Page 2

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

**CALL TO ORDER**

Trustee Eva Loredo, Chair, called the meeting to order at 4:13 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: Loredo, Cheben, Davies, Lenton-Gary, Richart, VanDible Stallworth, and Wilson)*

**PRAYER AND PLEDGE OF ALLEGIANCE**

Trustee Richart led in the prayer and pledges.

**APPROVAL OF MINUTES FOR NOVEMBER 2025**

The minutes for November 2025 will be presented for approval at the regular meeting in January 2026.

**AWARDS, PRESENTATIONS, AND RECOGNITIONS**

The awards and recognition were as follows:

- Check Presentation by Trehen Family
- Check Presentation by the Assistance League of Houston

**CHAIR'S REPORT**

**TRUSTEE DISTRICT REPORT**

District I – Trustee Richart congratulated the HCC Foundation on a wonderful board meeting.

District III – Dr. Tamez expressed appreciation to everyone for their efforts.

District V – Trustee Cheben congratulated the Department of Information Technology (DIT) Team on launching the AI initiative and the Google grant. He also congratulated the eight welding students who have been offered positions at SpaceX.

(Trustee Davies stepped out at 4:41 p.m.)

District VI – Trustee Wilson expressed appreciation for the Chancellor's Holiday reception.

(Dr. Tamez joined the meeting at 4:42 p.m.)

District IX – Dr. VanDible Stallworth expressed appreciation to Dr. Michael Webster, President of Southwest College, for the invitation to speak at the International Project Management Program. She also expressed gratitude to Congressman Al Green for hosting the Congressional App Challenge.

(Trustee Davies returned at 4:43 p.m.)

### **BIRTHDAY RECOGNITION**

Trustee Loredó expressed Happy Birthday wishes to Dr. Cynthia Lenton-Gary, who celebrated her birthday on December 1, and to Trustee Dave Wilson, whose birthday will be on December 25.

### **BOARD MEETING SCHEDULE**

Trustee Loredó announced that the Committees/COTW meetings will be held on Wednesday, January 14, 2026, and the Regular meeting on Wednesday, January 21, 2026.

### **REQUIRED TRAINING**

Trustee Loredó read into the record that Trustee Renee Jefferson Patterson has completed the required training for newly appointed and elected Trustees in accordance with Texas Education Code §61.084.

### **CHANCELLOR'S REPORT**

Dr. Ford Fisher provided a report on the following:

- HCC Total Enrollment Comparison: Spring 2025 vs. Spring 2026
- HCC Enrollment Comparison: Spring 2025 vs. Spring 2026
- HCC Total Enrollment Comparisons: AY 2024-25 vs. AY 2025-26
- HCC Selected to participate in the Aspen Presidents and Trustees Collaborative
- HCC Recipient of Google Grant for AI Initiatives in Real Workforce Opportunities
- HCC Fall Commencement is scheduled for Wednesday, December 10, 2025, at 9:00 a.m. and 2:00 p.m. at NRG Arena.

### **FACULTY SENATE REPORT**

Dr. Nathan Smith provided the Faculty Senate Report regarding Instructional Quality.

### **STAFF SENATE REPORT**

Staff Senate President-Elect Izzy Flowers provided the Staff Senate report on behalf of Morgan Yette.

- Upcoming Staff Senate Elections
- Professional Development Workshop scheduled for December 19, 2025
- General Body Meeting

### **HEARING OF THE CITIZENS**

The following citizen spoke before the Board:

- Timothy Stapleton

### **CONSENT AGENDA**

Trustee Richart requested that Item 13 be pulled for a separate vote on the option selected by the Board Governance Committee.

Motion – Trustee Sean Cheben motioned, and Dr. Adriana Tamez seconded with the exception of Item VIII.13.

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

The following items were approved:

- Acceptance of Donated Item by J-Tech Digital
- Acceptance of Donated Item by BMC Software
- Proposed New Awards: Biotechnology Laboratory Sciences A.A.S., Biotechnology Laboratory Sciences, Level 2 Certificate, and Biotechnology Laboratory Sciences, Level 1 Certificate
- Proposed New Awards: Aviation Maintenance Technology-Airframe, A.A.S & Aviation Maintenance Technology-Powerplant, A.A.S., Aviation Maintenance Technology - General, Level 1 Certificate
- Annual Comprehensive Financial Report and Independent Audit Report for the Fiscal Year Ended August 31, 2025
- Proposed Revisions to BE (Local) Policy and Bylaw Development
- Proposed Revisions to CAK (LOCAL) Appropriations and Revenue Sources: Investments
- Proposed Revisions to BFA (Local) and DLA (Local) - SB 37 Related Policies
- Proposed Revisions to DC (Local) Employment Practices (SB 37 Related)
- Proposed Revisions to DGBA (Local) Personnel Management Relations: Employee Grievances (SB 37-Related)
- Proposed Revisions to DIAA (Local) and DIAB (Local) - SB 37 Related Policies
- Proposed Revisions to DMAA (Local) and DMAB (Local) - SB 37-Related Policies
- Monthly Investment Report, Financial Statement and Budget Review for October 2025

**PROPOSED NEW POLICY EFAA (LOCAL) INSTRUCTIONAL PROGRAMS AND COURSES:  
ACADEMIC COURSES (SB 37 RELATED)**

Trustee Richart noted that the Committee considered including community and industry members on the Curriculum Committee. She apprised that two options were presented to the Governance Committee:

- **Option 1:** The five-year committee would consist of the regular annual Curriculum Committee plus nine non-voting members representing the community and industry.
- **Option 2:** The five-year committee would consist of the regular annual Curriculum Committee plus four voting members representing the community and industry.

Trustee Richart stated that the Governance Committee is recommending approval of **Option 1**.

Dr. Nicole Montgomery, General Counsel, noted that it is proposed that the General Core Curriculum Committee include nine non-voting members. She apprised that both options under consideration would ensure compliance with SACS (Southern Association of Colleges and Schools) requirements.

Dr. VanDible Stallworth inquired whether the process for selecting the nine members is included in the policy. Ms. Melissa Mihalick, Board Counsel, apprised that the selection process could be determined by the Board, similar to the process used for awarding Honorary Degrees.

Motion – Trustee Monica Richart motioned, and Dr. Cynthia Lenton-Gary seconded to approve Option 1 for the Proposed New Policy EFAA (Local) Instructional Programs and Courses: Academic Courses (SB 37 Related).

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

#### **TOPICS FOR DISCUSSION AND/OR ACTION**

##### **MOVING, RELOCATION AND STORAGE SERVICES (PROJECT NO. RFP-C 25-47)**

Motion – Trustee Laolu Davies motioned, and Dr. Cynthia Lenton-Gary seconded.

Dr. Ford Fisher noted that the item is to authorize execution of a contract with A-Rocket to provide moving Roadrunner Moving and Storage, All Points of Texas, and A-Rocket Moving & Storage, Inc. to provide moving, relocation, and storage services in accordance with RFP-C 25-47. She apprised that Mr. Bob McCracken, Vice Chancellor, Administration and Operations, would provide an overview and address any questions.

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

##### **BUILDING ENVELOPE CONSULTING SERVICES (PROJECT NO. RFQ 25-42)**

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

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute contracts with STOA International Architects, Inc., BLUEFIN, LLC dba Mantis Facility Management Solutions, and BEAM Professionals to provide Building Envelope Consulting Services, in accordance with RFQ 25-42. She apprised that Mr. Bob McCracken would provide an overview.

Trustee Davies inquired whether the item was issued as a Request for Qualifications (RFQ) and if the consultant would also perform the repairs. Mr. McCracken apprised that separate contracts would be established for the repair work.

Vote – The motion passed with a vote of 7-1, with Trustees Loredo, Davies, Cheben, Lenton-Gary, Richart, Tamez, VanDible Stallworth in favor, and Trustee Wilson opposing.

**RE-COMMISSIONING AND RETRO COMMISSIONING SERVICES (PROJECT NO. RFQ 25-43)**

Motion – Trustee Laolu Davies motioned, and Dr. Cynthia Lenton-Gary seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute contracts with Infrastructure Associates, Inc., EXP U.S. Services, Inc., Affiliated Engineers, Inc., and Terracon Consultants, Inc. to provide Professional Commissioning Services, in accordance with RFQ 25-43. She apprised that Mr. Bob McCracken would provide an overview.

Mr. McCracken noted that the contracts would be executed on an as-needed basis.

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

**PERSONNEL AGENDA – FACULTY**

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

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

**ADJOURNED TO CLOSED SESSION**

Trustee Eva Loredo adjourned the meeting to Executive Session at 5:29 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 7:01 p.m. and entertained any motions on pending matters.

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

**REVIEW OF LEVEL FOUR COMPLAINT - EMPLOYEE 1**

Motion – Trustee Sean Cheben motioned, and Trustee Monica Richart seconded to affirm the Level 3 Decision.

Vote – The motion failed with a vote of 4-3-1 with Trustees Loredo, Cheben, Richart, and Tamez in favor; and Trustees Lenton-Gary, VanDible Stallworth, and Wilson opposed; Trustee Davies abstained.

Motion to Remand – Trustee David Wilson motioned, and Dr. Pretta VanDible Stallworth seconded, to remand the item to Level 3 for further review.

Dr. Tamez inquired about clarification regarding the motion to remand. Ms. Mihalick noted that the motion to remand sends it back to Level 3 for further review.

Houston City College  
Regular Meeting – December 3, 2025 - Page 7

Vote on Remand – The motion passed with a vote of 5-2-1 with Trustees Loreda, Davies, Lenton-Gary, VanDible Stallworth, and Wilson in favor; Trustees Richart and Tamez opposed; and Trustee Cheben abstained.

**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: January 14, 2026