

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

April 1, 2026

Minutes

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, April 1, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Chair
Sean Cheben, Vice Chair
Cynthia Lenton-Gary, Secretary
Laolu Davies
Renee Patterson
Monica Ricart
Pretta VanDible Stallworth
Adriana Tamez
Dave Wilson

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Vice Chancellor, Strategic Communications and Marketing
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
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, Southeast
Lutricia Harrison, President, Coleman
Edmond "Butch" Herod, President, Central
Zachary Hodges, President, Northwest
Warren Hurd, Vice Chancellor, Administrative Services
Barry Sullivan, Chief Information Officer, Information Technology
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
Nathan Smith, Faculty Senate President
Michael Webster, President, Southwest
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 Loredo, Chair, called the meeting to order at 4:01 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, VanDible Stallworth, Tamez, and Wilson)

HEARING OF THE CITIZENS

No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

MONTHLY INVESTMENT REPORTS, FINANCIAL STATEMENTS AND BUDGET REVIEWS FOR JANUARY AND FEBRUARY 2026

Motion – Trustee Sean Cheben motioned, and Dr. Cynthia Lenton-Gary seconded.

Dr. Ford Fisher noted that the item is to accept the monthly financial statement and investment report. She apprised that Mr. Robert McCracken, Vice Chancellor, Administration and Operations, would provide an overview and entertain questions.

Trustee Cheben referenced the Variance Code A in the summary and inquired how much above budget is anticipated. Mr. McCracken noted that an exact amount cannot be projected at this time.

(Dr. Tamez stepped out at 4:08 p.m.)

Trustee Wilson inquired whether the college is projected to be over budget relating to tuition and fees. Mr. McCracken noted that the college is expected to be over budget, but the exact amount remains uncertain.

(Dr. Tamez returned at 4:12 p.m.)

Trustee Davies referenced the weighted average and inquired how closely macroeconomic factors are being considered relating to the investment portfolio. Mr. McCracken noted that the college recently met with its investment advisors and was informed that some increase is expected by taking advantage of long-term investments. He further noted that the minimum days cash on hand must be maintained at 180 days.

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.

BUDGET WORKSHOP #3: OVERVIEW OF FY2027 OPERATING BUDGET

Dr. Ford Fisher noted that the item presents the Budget Workshop #3 for the Preliminary FY27 Operating Budget and apprised that Robert McCracken would provide an overview.

Mr. McCracken provided an overview of the timeline and noted that a proposed budget is anticipated for approval at the COTW in June 2026. He provided an overview of the following:

- Budget Development Timeline for BOT Review, Discussion, and Approval
- State Appropriations - Outcome Trend
- Technology Fee Expenditures

Trustee Loreda recommended reviewing excess funds at the end of the fiscal year related to technology fees. She noted the importance of ensuring that funding is properly used and allocated. Mr. McCracken apprised that there will be an excess of funds resulting from underspending that the Chancellor may reallocate. He further noted that any excess revenue must be approved by the Board prior to utilization.

Mr. McCracken continued with the budget presentation to include:

- Tuition and Fees Options
- FY27 Proposed Tax Revenue
- Operating Expense – Annual Compensation Recommendation
- FY27 Proposed Known Commitments
- FY27 Proposed New Funding Request
- FY27 Proposed Known Commitments and New Funding Requests by Category
- FY27 Major Operating Expenses
- FY27 Preliminary Operating (Unrestricted) Budget
- FY27 Preliminary Operating (Unrestricted) Budget - Summary
- FY27 Preliminary Auxiliary Budget
- FY27 Preliminary Restricted Budget
- FY27 Preliminary Capital & Technology Plan Budget
- FY27 IT/Technology Replacement Plan Request

(Dr. Tamez stepped out at 4:34 p.m.)

Trustee Richart referenced slide 16 and noted that it appears the largest increase is under the Chancellor's Division. Mr. McCracken noted that there is an allocation for new funding under AI operations, among other items.

(Dr. Tamez returned at 4:36 p.m.)

Trustee Cheben inquired about Enterprise Resource Planning (ERP) and when it is expected to be included in the budget. Mr. McCracken noted that the RFP process is underway and advised that funding is anticipated to be set aside from the current fiscal year budget excess to cover a portion of the ERP expense.

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Trustee Cheben referenced the technology fee and inquired whether AI applications are included in the budget requests. Mr. Barry Sullivan, Chief Information Officer, Information Technology, noted that the college is exploring free service options, such as Google for Education.

Trustee Cheben inquired whether there is sufficient funding in the technology fee to keep pace with enrollment growth. Mr. McCracken noted that the budget includes various components within the information technology area.

Trustee Cheben noted that an upside-contingency plan may be needed to avoid a situation involving a significant surplus.

Trustee Davies inquired about the ERP process. Mr. Sullivan noted that the intent is to issue an RFP for the ERP, with a presentation to the Board anticipated after May 2026.

Trustee Davies inquired about a possible \$10 million decrease in technology fees. Mr. Sullivan noted that he would need to review the details further and advised that there are options that may provide savings.

Trustee Davies noted the importance of maintaining AI momentum and inquired whether the technology funding is sufficient to stay ahead. Mr. Sullivan noted that if licenses were secured for all users, the proposed allocation may not be sufficient.

Dr. Ford Fisher acknowledged Ms. Elizabeth McGree, Chief Artificial Intelligence Transformation Officer, for her work in bringing forward Google for Education and noted that she is leading the task team to review and assess opportunities.

Dr. VanDible Stallworth inquired about the average class size. Mr. Warren Hurd, Vice Chancellor, Administrative Services noted that the average is 19.5 students.

Dr. VanDible Stallworth inquired about the average class size among peer institutions. Dr. Ford Fisher noted that approximately 23 to 25 students.

Dr. VanDible Stallworth noted the need to better manage student-to-classroom ratios and requested a review of class sizes, as well as consideration of adding faculty and adjuncts to accommodate enrollment growth. Dr. Ford Fisher apprised that the college has historically had more workforce classes and that strict limitations exist on enrollment in those courses. She added that the administration is currently reviewing strategies to manage and potentially increase average class sizes.

Trustee Wilson inquired about the tax rate per student. Mr. McCracken apprised that, except for Alamo College, all peer institutions have increased their tax rates more than HCC and noted that the homestead exemptions and commercial property considerations must be factored in.

ADJOURNED TO CLOSED SESSION

Trustee Eva Loreda adjourned the meeting to Executive Session at 4:57 p.m., notice having

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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 6:07 p.m. and entertained any motions on pending matters.

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

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 6:08 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: May 20, 2026