AUDIT COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE

May 6, 2026

Minutes

The Audit Committee of Houston City College Board of Trustees met on Wednesday, May 6, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT
Pretta VanDible Stallworth, Committee Chair
Monica Richart, Committee Member
Sean Cheben, Alternate Member
Eva Loredo
Adriana Tamez

CHANCELLOR'S 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 Online
Michael Edwards, Office of the Ombudsman
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, 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
Nathan Smith, Faculty Senate President
Michael Webster, President, HCC Southwest
Izzy Flowers for 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
Dr. Pretta VanDible Stallworth, Committee Chair, called the meeting to order at 2:15 p.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, Loredo, Richart, Tamez, and VanDible Stallworth)

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

TOPICS FOR DISCUSSION AND/OR ACTION

INTERNAL AUDIT STATUS REPORT
Dr. Ford Fisher noted that the item provides an update on the Internal Audit Status Report and apprised that Terrance Corrigan, Executive Director, Internal Audit, would provide an overview.

Mr. Corrigan reported that the item is a recurring status report of the Internal Audit Plan and provided a report on the following:

- Summarized Internal Audit Status Information
- Projects Completed
- 26-A-3 Internal Quality Assurance Review
- 26-C-1 Campus Safety & Environment (HCC Central, Northeast, and Coleman)
- FY 2026 Plan Projects in Progress
- 26-O-1 Minors on Campus
- 26-O-2 Policing
- 26-I-1 IT Disaster Recovery/Business Continuity
- 26-I-2 IT Systems Audit
- Follow-up on Observation Action Plans
- External Audit/Review Activity
- Independence Impair

Mr. Corrigan noted that the State Auditor's Office reported that SB17 identified no areas of non-compliance.

APPROVE QUALITY ASSURANCE AND IMPROVEMENT PROGRAM
Motion – Trustee Monica Richart motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item is a recommendation to approve the Quality Assurance and Improvement Program. She apprised that Mr. Corrigan would provide an overview and address any questions.

Mr. Corrigan noted that under the new Global Standards, the Quality Assurance and Improvement Program (QAIP) must be discussed with the Audit Committee. He apprised that there are additional matters that need to be addressed. He noted that there are two options for conducting the quality assurance review: an internal self-assessment or a full external assessment. He further apprised that the self-assessment option is the recommended approach. He noted that Internal Audit would work with Procurement to identify the most qualified reviewer and apprised that the review is anticipated to be completed in September or October.

Mr. Corrigan further noted that the request also includes approval of the methodology previously provided to the Audit Committee on April 1, 2026.

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

REPORT ON QUARTERLY CONTROL AND COMPLIANCE ATTESTATION

Dr. Montgomery noted that the quarterly attestation covered the period from December 1, 2025, through February 28, 2026. She reported that there were two attestation exceptions received and reviewed during the quarter. She noted an internal mitigation report was completed for Exception No. 2Q26-01, which concerned an internal deadline for enrollment reporting, and Exception No. 2Q26-02 was reported to the Board regarding water damage at Coleman.

TO CLOSED SESSION

Dr. VanDible Stallworth adjourned the meeting to Executive Session at 2:55 p.m., notice having previously been given and reiterated per Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Dr. VanDible Stallworth 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.

Dr. VanDible Stallworth reconvened the meeting in Open Session at 3:34 p.m. and entertained any motions on pending matters.

(Present: Trustees Cheben, Loredo, Richart, Tamez, and VanDible Stallworth)

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:34 p.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: May 20, 2026