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

September 2, 2026

Minutes

The Academic and Student Affairs Committee of Houston City College Board of Trustees met on Wednesday, September 2, 2026, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT
Adriana Tamez, Committee Chair
Sean Cheben, Committee Member
Renee Patterson, Committee Member
Cynthia Lenton-Gary
Monica Richart

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 Global Online
Michael Edwards, Office of the Ombudsman
Betty Fortune, President, HCC Northeast
Frances Villagran-Glover, President, HCC Southeast
Lutricia Harrison, President, HCC Coleman
Edmond "Butch" Herod, President, HCC Central
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
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, HCC Southwest
Izzy Flowers, 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 (via Video Conference)

CALL TO ORDER
Dr. Adriana Tamez, Committee Chair, called the meeting to order at 9:45 a.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: Tamez and Lenton-Gary)

OPPORTUNITY FOR PUBLIC COMMENTS
No citizens signed up to speak before the Board.

(Trustee Patterson joined the meeting at 9:48 a.m.)

TOPICS FOR DISCUSSION AND/OR ACTION

DUAL CREDIT PROGRAM UPDATE
Dr. Ford Fisher apprised the Board that the item provides an update on the Dual Credit Program and noted that Dr. Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
would provide the update.

Dr. Perez provided an overview of the origination of the Dual Credit program and acknowledged Dr. Desmond Lewis, Associate Vice President, College Readiness, to provide the update.

Dr. Lewis provided an overview to include the following:

- Types of Dual Credit
- Dual Credit Partners By Type
- Dual Credit Partner Types and Total Dual Credit Locations Served by HCC
- HCC Locations Geocoded Dual Credit by HCC Service Area, AY 2026 - 2027
- Dual Credit Pathway Types and Program Award Options Offered by HCC
- AY 2026-2027 TEA College and Career Readiness School Models (ECHS)
- AY 2026-2027 TEA College and Career Readiness School Models (PTECH)
- AY 2026-2027 SB 1882 –Level 5 Autonomy Schools

(Trustee Cheben joined the meeting at 9:55 a.m.)

- AY 2023-2026 Unduplicated Dual Credit Enrollment by ISD
- 2023-2026 Dual Credit Enrollment by Degree/Certificate
- Dual Credit Fall to Spring Persistence by ISD AY 25-26
- 2023-2026 Dual Credit Course Success Rate by ISD
- 2018-2023 Dual Credit Course Success Rate by Ethnicity (% of Students earning A, B or C)
- 2023-2026 Dual Credit Course Success Rate by Gender (% of Students Earning A, B or C)
- Unduplicated Dual Credit Count with 15+ Credits Earned by Dual Credit Partner Academic Years 2023 - 2026
- 2023-2026 Dual Credit Award Completions

- 2026 Top 5 Transfer Institutions for Dual Credit Students Opportunities

Dr. Tamez referenced slide 21 and inquired whether the numbers represented students who persisted and completed their programs. Dr. Lewis noted that the numbers represented students who had completed their programs. He noted that the College is focused on assisting all students and that the numbers may reflect students within specific fields of study.

Dr. Lewis further informed that the College is working to place students in high-demand areas and strategically move students forward with a "future-forward" mindset. He apprised that each of the colleges is working to transition dual credit students to HCC who do not complete their associate degree while in high school.

Dr. Tamez expressed an interest in seeing increased engagement at the high school level through signage and a stronger HCC presence within the schools. She emphasized the importance of establishing a visible and consistent presence in high schools.

TEACHING & LEARNING INNOVATION UPDATE
Dr. Ford Fisher noted that the item provides an update regarding the Teaching and Learning Innovation. She apprised that Dr. Miguel Ramos, Vice Chancellor, Instructional Services, would provide the update.

Dr. Ramos reported on the following:

- Cognitive Apprenticeship Model
- An Interconnected System of Support
- The Faculty Academy
- Faculty Academy Participation 2025/26
- The Center for Teaching & Learning Excellence
- CTLE Participation 2025/26
- The Centers for Teaching & Learning Innovation
- CTLI Participation 2025/26
- CTLI Special Initiatives
- An Inflection Point in Teaching & Learning
- AI Integration Continuum in Higher Education
- Faculty Participation in AI Offerings 2023/26
- Teaching & Learning Innovation AI Initiatives

Trustee Cheben referenced the data regarding gateway math and inquired how the College is utilizing the tool to assist students in navigating gateway pathways.

Dr. Ramos noted that the data provides an opportunity to identify areas where students may need additional support. He emphasized the importance of identifying the appropriate tools and resources to assist students in successfully progressing through their gateway pathways.

UPDATE ON SB 37 GENERAL EDUCATION REVIEW

Dr. Ford Fisher noted that the item provides an update on SB 37 General Education Review. She apprised that Dr. Miguel Ramos would provide the update.

Dr. Ramos provided an overview to include the following:

- General Education Curriculum Review Charge
- General Education Curriculum Review Criteria
- General Education Review Process

Dr. Tamez inquired about the number of members serving on the General Education Curriculum Review Committee and the process used to select its members. Dr. Ramos noted that the committee consists of 21 members representing faculty and the advisory council, including eight members appointed by the Board of Trustees.

Dr. Tamez requested that a list of the General Education Curriculum Review Committee members be made available for public access.

APPRENTICESHIPS AND WORK-BASED LEARNING PROGRAM UPDATE

Dr. Ford Fisher noted that the item provides an update on apprenticeship and work-based learning programs. She noted that Dr. Miguel Ramos would provide the update.

Dr. Ramos provided an overview to include the following:

- Goals
- Department at a Glance
- Grant and Financial Impact–FY2026
- Partnership portfolio by industry
- Apprenticeship and pre-apprenticeship at a glance
- Southeast drives 90% of unique campus enrollment
- Apprenticeship Trade Enrollment by Industry
- Chapter 133 Trade Program Graduates
- Nine industries account for non-traditional apprentices
- Plumbers account for 78% of trade pre-apprenticeship enrollment
- Health Informatics leads pre-apprenticeship
- Gulf Coast Trade Up Careers

Dr. Tamez referenced the partnerships included in the portfolio and inquired about the partnerships representation. Dr. Ramos noted that the partnerships vary depending on the interests and needs of the participating partners.

Dr. Tamez inquired about the role of organized labor and union leadership in partnerships. Dr. Ramos noted that the College has partnerships with various unions and that they are embedded within the College's workforce efforts.

(Trustee Richart joined the meeting at 10:19 a.m.)

Dr. Tamez inquired whether there are any state partnerships. Dr. Christina Tobin, Interim Associate Vice Chancellor for Work-Based Learning and Industry Partnerships, noted that the College participates in state-funded partnerships and receives state funding in support of those efforts.

Dr. Tamez referenced the high schools listed and inquired whether there is a reason the College is not expanding the initiative across all high schools. Dr. Tobin noted that the College is working across the service area and is seeking to expand the initiative to 10 additional high schools.

Trustee Cheben inquired about the distinguishing differences between the apprenticeship model and the College's approach. Dr. Tobin noted that a significant portion of the participation reflected in the data is through partnerships with unions.

Trustee Cheben inquired whether the approach could be replicated across other programs or with additional unions. Dr. Tobin noted that extending the approach could be explored; however, many unions have their own processes and partnerships. She added that the College's intent is to ensure adequate staffing and capacity to meet demand and scale the programs.

Trustee Cheben referenced the discussion regarding scaling and the 2.1 million unfilled jobs and inquired about the factors preventing the College from scaling its efforts. Dr. Tobin noted that students traditionally complete four- or five-year programs; however, the College's approach to scaling includes providing students with opportunities to obtain Level 1 or Level 2 certificates.

Trustee Cheben recommended a future discussion regarding the scaling of workforce and apprenticeship programs, including how the Board could assist with those efforts. He suggested that the discussion be presented before the end of the year.

Dr. Tamez inquired about the College's relationship with labor unions. Dr. Tobin noted that the State changed its funding model to allow unions to receive funding directly from the State. She further noted that approximately 12% of jobs are union jobs and that companies may hire only a certain number of students.

Trustee Patterson inquired whether the union referenced was Local 68. Dr. Tobin confirmed that it was.

ADJOURNMENT
With no further business coming before the Board, the meeting adjourned at 10:28 a.m.

Minutes submitted by Sharon Wright, Executive Director, Board Services

Minutes Approved as Submitted: October 28, 2026