MEETING OF THE COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE SYSTEM

May 17, 2007

Minutes

The Board of Trustees of the Houston Community College System met as a Committee of the Whole on Thursday, May 17, 2007, at the System Administration Building, Seminar Room A, Second Floor, 3100 Main, Houston, Texas.

BOARD MEMBERS PRESENT
Christopher Oliver – Chair
Yolanda Navarro Flores, Vice Chair
Diane Olmos Guzman, Secretary
Mills Worsham – Deputy Secretary
Bruce A. Austin
Abel Davila
Richard Schechter

ADMINISTRATION
Mary Spangler, Chancellor
Doretha Eason, Executive Assistant to the Chancellor
Miles LeBlanc, General Counsel
William Carter, Vice Chancellor, Information Technology
Charles Cook, Vice Chancellor for Instruction
Gloria Walker, Vice Chancellor, Finance & Administration
Winston Dahse, Interim President, Southwest College
Margaret Ford, President, Northeast College
Fena Garza, President, Southeast College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Marsal Stoll, President, Coleman College
Willie Williams, Associate Vice Chancellor, Human Resources
Dan Arguio, Associate Vice Chancellor, Communications

OTHERS PRESENT
Jarvis Hollingsworth, System Counsel, Bracewell & Giuliani
Catherine Campbell, Consultant, Yaffe/Deuster
David Ross, President, Faculty Senate
Dwight Boykins, Consultant, dBoykins
Other administrators, citizens, and representatives of the news media
CALL TO ORDER
Mr. Oliver, Board Chair, called the meeting to order at 3:18 p.m. and declared the Board convened to consider matters pertaining to the Houston Community College System as listed on the duly posted meeting notice.

ADJOURN TO CLOSED/EXECUTIVE SESSION
Mr. Oliver adjourned the meeting to Executive Session at 3:19 p.m., notice having previously been given and reiterated in accordance with Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Mr. Oliver stated that any final action, vote or decision on any item discussed in Executive Session would be taken up in Open Session or in a subsequent Public Meeting.

Mr. Oliver reconvened the meeting in Open Session at 3:57 p.m. and entertained motions on pending matters.

(Present: Trustees Austin, Davila, Flores, Guzman, Oliver, Schechter, and Worsham)

Motion – Mr. Schechter moved approval of the settlement of the Sam versus HCC litigation based on the terms as discussed in Executive Session. Mr. Davila seconded the motion. The motion passed with a vote of 7-0.

A. FACILITIES

Mr. Oliver called the Facilities Committee to order at 3:58 p.m.

REPORT ON CIP AND OTHER ASSOCIATED PROJECTS PROGRESS
Dr. Spangler informed that the report is a reoccurring item on the status of the CIP and other associated projects.

Mr. Schechter asked for an explanation on the statement in the letter provided to the Board as it relates to the Hayes Road project, which noted that the project was delayed due to contractor re-evaluation of pricing. Mrs. Walker apprised that the pricing on the project is already guaranteed since it is a guaranteed maximum price contract; however, the contractors found some asbestos which caused the project to be halted for modifications. She also noted that with the storms, there was a line burst which dumped sand and water. Mrs. Walker noted that the project is anticipated to finish by the latter part of August.

Mrs. Flores asked if there is a budget on the Hayes Road build-out and asked if all the build-out is handled through the JOC program. Mrs. Walker noted that the build-out is a deferred maintenance program because of the heavy maintenance and noted that several approved vendors will be utilized.

Mrs. Flores noted that $12 million is allocated for the Hayes Road build-out; however, the build-out RFP at Southwest was $5 million and asked why the same process is not used at Hayes Road. Mrs. Walker apprised that delineation was provided to the Board on
last month. Mrs. Walker noted that the Attorney General required it to be a deferred maintenance program because it was a bond instrument with the Public Facility Corporation.

Mrs. Flores asked for an explanation or briefing on the project.

Mr. Austin stated that it would be good to provide the legal authorization or use of the JOC program along with the policies used by the college in determining which type of process to utilized as it relates to various constructions.

Mrs. Flores mentioned that the stature should be reviewed which states that the JOC program should be utilize for minor repairs. Mr. Oliver apprised that Dr. Spangler has advised that she has additional information that may provide clarification to the concerns raised.

Mrs. Guzman asked for the information on the opinion posed to the Attorney General and the response. Dr. Spangler apprised that she will provide the report to the Board.

**LONG-TERM LEASE OF LAND FOR CONSTRUCTION OF EAST EARLY COLLEGE HIGH SCHOOL ON DRENNAN PROPERTY**

**Recommendation** – Authorize the Chancellor to negotiate and approve a ground contract between Houston Community College System (HCC) and Houston Independent School District (HISD) for the purpose of constructing the East Early College High School (ECHS).

Dr. Spangler apprised that a meeting was held with HISD to discuss options as it relates to the Drennan Project. She apprised that each entity agreed to construct its own facility not to exceed 65,000 square feet and HCC would provide the land through a twenty-five year lease.

Mr. Davila expressed appreciation to those who participated in the discussion and efforts to move the project along as well as the Board for accepting to project.

Mr. Davila recognized the Early College at Southeast College, which is also an exemplary school in the east end area. He noted that some of the students were ninth graders who did not meet requirements in the eight-grade level. He apprised that the Southeast Early College students recently won first place in competitions with Bellaire, High School for Performing Arts, DeBakey, and Lamar schools.

Mr. Davila also recognized citizens of the community who were present in expression of their appreciation to HCC for the Drennan Project.

Mr. Paul Meza with Second Ward Resident’s Organization thanked the college for the support and Trustee Davila for providing such a project in the community.
The Board invited Mr. Paul Meza to provide expressions at the Regular Board meeting to be held on May 24, 2007.

The Board also requested a full report on the success on the early college program at Southeast.

Motion – Mrs. Guzman motioned to approve and Mr. Davila seconded the motion. The motion passed with a vote of 7-0.

The Facilities Committee adjourned at 4:29 p.m.

B. FINANCE

Mr. Oliver called the Finance Committee to order at 4:29 p.m.

WIDE AREA NETWORK (WAN) UPGRADE SERVICES (PROJECT #07-03)
Recommendation – Authorize Chancellor to negotiate and approve contracts with AT&T and Phonoscope to provide gigabit Ethernet services for the Wide Area Network (WAN) Upgrade project.

(Mr. Davila and Mr. Oliver left at 4:30 p.m.)

Motion – Mr. Austin moved to approve and Mrs. Guzman seconded.

Mr. Austin asked if the services would allow for video conferencing/screening within the colleges. Mr. Schechter asked if the item would allow students access to download such as pod cast. Mr. Bill Carter noted that is the goal of the project as well as providing an increased bandwidth.

(Mr. Davila and Mr. Oliver returned at 4:31 p.m.)

Vote – The motion passed with vote of 7-0.

APPROVE INVESTMENT REPORT FOR THE MONTH OF APRIL 2007

Motion – Mrs. Flores moved and Mr. Davila seconded to approve the investment report. The motion passed with a vote of 7-0.

REPORTS FOR APPOINTED COMMITTEE

ANNEXATION COMMITTEE
There was no report from the annexation committee.

COMMUNICATIONS COMMITTEE MEETING
Mrs. Flores informed that the Communications Committee held a meeting on May 15, 2007 and noted that the Communications Committee discussed the strategic plan development process.

Dr. Spangler provided a report on the HCC Strategic Plan and Stakeholder Engagement Working Plan for 2007-2008. She apprised that a plan will be developed over the next six months that addresses communications, marketing, community outreach, and preparing for annexation activities. Dr. Spangler apprised that the strategic plan components will be discussed at the Board Retreat scheduled for May 18-19, 2007.

Dr. Spangler reviewed the timeline for the strategic plan process with the Board. She noted that the goal is to present a final plan for approval to the Board in November 2007 and the first annexation election in May 2008.

Mr. Oliver apprised that he has taken interest in the Chancellor visiting each of the Trustees’ districts and he announced that the Southeast Coalition of Civic Clubs has extended an invitation to Dr. Spangler to attend their next meeting in June 2007.

Mr. Oliver inquired and requested that the Trustees quarterly newsletters distribution resume. Mrs. Flores apprised that the newsletters are scheduled to be mailed on Friday, May 18, 2007.

Mrs. Flores presented a flowchart for the update of the Board website and noted that the project will be implemented under the direction of Dr. Eason and Board Services.

(Mr. Schechter left at 4:35 p.m.)

Mrs. Flores presented the HCC Field Marketing Research Notebook and general communications protocol provided at the Communications Committee meeting.

(Mr. Davila left at 4:56 p.m.)

(Mr. Schechter returned at 4:57 p.m.)

COMMUNITY OUTREACH COMMITTEE
Mrs. Guzman apprised that the Community Outreach met on Tuesday, May 15, 2007. She apprised that the Committee discussed the strategic plan for the Community Outreach and noted that the goal is to have more involvement of the Public Relation Directors and Outreach Coordinators at the colleges.

(Mrs. Flores left the room at 5:00 p.m.)

Mr. Worsham commended both the Communications and the Community Outreach Committee for their efforts to bring uniformity to the college as it relates to the print media material.
Mr. Oliver announced that the Board Retreat scheduled for Friday, May 18, 2007 and Saturday, May 19, 2007 at the Omni Hotel Houston.

**ADJOURNMENT**
With no further actions coming before the Board, the meeting adjourned at 5:06 p.m.

*Minutes recorded, transcribed, & submitted by:*
Sharon Wright, Executive Administrative Assistant, Board Services

*Minutes Approved as Submitted: ___________________*