

**MEETING OF THE
STUDENT SUCCESS/SERVICES COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

February 9, 2017

Minutes

The Student Success/Services Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, February 9, 2017 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Carolyn Evans-Shabazz, Committee Chair
Zeph Capo, Committee Member
Dave Wilson, Committee Member
John P. Hansen, Alternate Committee Member
Eva Loreda
Adriana Tamez

ADMINISTRATION

Cesar Maldonado, Chancellor
Melissa Gonzalez, Vice Chancellor/Chief of Staff
Ashley Smith, General Counsel
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Kimberly Beatty, Vice Chancellor, Instructional Services/Chief Academic Officer
Athos Brewer, Vice Chancellor, Student Services
William Carter, Vice Chancellor, Information Technology
Madeline Burillo, President, Southwest College
Margaret Ford Fisher, President, Northeast College
Muddassir Siddiqi, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Deborah Chambers, Interim Executive Director, HCC Foundation
Terrence Corrigan, Director, Internal Audit

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell LLP
Melissa Miller-Waters, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Dr. Carolyn Evans-Shabazz, Committee Chair, called the meeting to order at 1:30 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Capo, Evans-Shabazz, Hansen, Loreda, Tamez and Wilson)

TOPICS FOR DISCUSSION AND/OR ACTION

REPORT ON HCC OER and Z-DEGREE

Dr. Maldonado noted that the College has been working with the Kinder Foundation regarding funding for the OER and Z-Degree initiatives. He apprised that Dr. Beatty and her team would provide a report on the OER and Z-Degree.

Dr. Beatty recognized her team and apprised that Dr. Steve Levey, Associate Vice Chancellor of Academic Instruction would provide an overview on the Open Educational Resources (OER) and Z-Degrees.

Dr. Levey reported on the following:

- What are Open Educational Resources?
- What is a Z-Degree?
- Highlights: History of OER at HCC
- OER: Helping to Remove Financial Barriers
- OER Fosters Student Success

(Dr. Tamez joined the meeting at 1:36 p.m.)

- The OER-Based Z-Degree Plan at HCC
- Timeline for OER-Based Z-Degree Plan at HCC

(Dr. Hansen stepped out at 1:40 p.m.)

Mr. Capo commented that he is elated to see the work progress and inquired if consultation has continued with the library students. He also inquired about faculty compensation for those who write the materials. Dr. Levey apprised that the budget has a stipend compensation encompassed.

Dr. Evans-Shabazz noted the Board supports saving the student money and increasing student success. She added that the Board Chair is a strong proponent of libraries and textbooks.

REPORT ON ENROLLMENT FOR FALL 2016

Dr. Maldonado noted Dr. Brewer would be making a presentation on enrollment numbers and trends.

Dr. Brewer presented on the Institutional Enrollment Reporting Standards for HCC Fall 2012 - 2016 to include the following:

- Recap of Reporting Information
- Relevant Definitions
- Unduplicated Enrollment by Enrollment Category Fall 2016 (End of Term)

(Dr. Hansen returned at 1:45 p.m.)

- Unduplicated Fall to Fall Comparison by Enrollment Category
- Unduplicated 5 Year Enrollment Trend by Enrollment Category Fall (End of Term)
- Additional Approaches
- Course Enrollments by Instructional Area/COE
- Unduplicated Enrollment by Ethnicity
- Data Usage for Decision Making

Mr. Wilson requested information on the full time equivalent numbers. Dr. Brewer informed the information would be provided.

UPDATE ON ATHLETICS AND RECREATIONAL SPORTS

Dr. Maldonado noted that Dr. Athos Brewer would report on recreational sports. Dr. Brewer introduced Ms. Shantay Grays, Associate Vice Chancellor of Enrollment Services to provide the update.

Ms. Grays introduced Mr. Troy Jefferson, Program Director and provided an update to include the following:

- District-wide Recreation Sport Activity
- Fall 2016 Club Sport Activity
- Financial Overview
- Accomplishments
- HCC District Cup IV
- Update on Community Partnerships

Ms. Loreda expressed appreciation to Mr. Jefferson and his team for their work with the students and for accompanying them to Austin on Community College Day at the Capitol.

Dr. Evans-Shabazz also expressed appreciation to Dr. Maldonado, Dr. Brewer, Ms. Grays, and Mr. Jefferson.

Mr. Wilson referenced slide 2 on the District-wide recreational activity and inquired about the number drop at Coleman. Mr. Jefferson noted that the Coleman drop was due to the facility being located next to a testing room which limits the activity. He apprised that the increase at Central was due to the hiring of a full time employee for better program guidance.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 1:57 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved: April 20, 2017