

**MEETING OF THE  
SPECIAL MEETING  
OF THE BOARD OF TRUSTEES  
HOUSTON COMMUNITY COLLEGE**

**March 8, 2010**

**Minutes**

The Board of Trustees of Houston Community College held a Special Meeting on Monday, March 8, 2010 at the HCC Administration Building, 3100 Main, 2nd Floor Seminar Room A, Houston, Texas.

**COMMITTEE MEMBERS PRESENT**

Dr. Michael P. Williams, *Chair*  
Neeta Sane, *Vice Chair*  
Sandie Meyers, *Secretary*  
Bruce Austin  
Yolanda Navarro Flores  
Eva Loreda  
Christopher W. Oliver  
Mary Ann Perez  
Richard Schechter

**ADMINISTRATION**

Mary Spangler, Chancellor  
Art Tyler, Deputy Chancellor/COO  
Renee Byas, General Counsel  
William Carter, Vice Chancellor, Information Technology  
Stephen Levey for Charles Cook, Vice Chancellor, Instruction  
Daniel Seymour, Vice Chancellor, Planning and Institutional Effectiveness  
Diana Pino, Vice Chancellor, Student Services  
Fena Garza, President, Southwest College  
William Harmon, President, Central College  
Zachary Hodges, President, Northwest College  
Irene Porcarello, President, Southeast College  
Betty Young, President, Coleman College  
Willie Williams, Chief Human Resources Officer

**OTHERS PRESENT**

Jarvis Hollingsworth, System Counsel, Bracewell & Giuliani  
Other administrators, citizens and representatives from the news media

**CALL TO ORDER**

Dr. Williams, Chair, called the meeting to order at 11:22 a.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

*(Mr. Oliver stepped out at 11:23 a.m.)*

**INTERNATIONAL INITIATIVES-COMMUNITY COLLEGE OF QATAR**

Motion - Mr. Austin moved and Mrs. Perez seconded the motion.

*(Mrs. Loreda and Mrs. Flores arrived at 11:24 a.m.)*

Dr. Spangler apprised that HCC is one of two colleges shortlisted as it relates to the contract for the Community College of Qatar. She noted that the decision will be announced within the next week or so.

*(Mr. Oliver and Mrs. Sane returned at 11:25 a.m.)*

Dr. Spangler noted that HCC was one of eight colleges invited to submit a Request for Proposal (RFP) to assist Qatar with setting up a community college. She noted that the RFP was submitted at no cost to the college and apprised that a decision by the Qatar Steering Committee would be made this week.

Dr. Spangler noted that a two-page memo was provided to the Board that identified the key issues and scope of services and noted that this is a historic opportunity for the college.

Mr. Hollingsworth informed that because entering into an international contract is a gray area as it relates to the administration's authority, the item is presented for action by the Board.

Dr. Williams asked each member to provide concerns with the project.

Mr. Oliver noted that the proposal is great opportunity especially if there is no expense to the college and it is a revenue-generating project.

Mrs. Meyers asked what projects are referenced on the action item and the memo. Dr. Spangler noted that it was proposed for a study abroad/faculty exchange; however, it is up to the Board to decide.

Mrs. Meyers noted that there is a DeBakey Institution in Qatar; however, there are no financial ties to the Houston DeBakey High School. Dr. Spangler noted that the reference is not to the HISD school.

Mrs. Sane requested the cost benefit analysis if possible in a one-page summary. She apprised that she is in support but wants to see what workforce efforts are considered locally such as the business plan and community in general.

Mrs. Sane noted that she wants to see a revenue and expense cost breakout. Dr. Spangler reiterated that there is no cost to the college.

Mr. Schechter asked if the funds generated usage could be determined by the Board. Dr. Spangler noted that the decision would need to be made by the Board.

Houston Community College  
Special Meeting – March 8, 2010- Page 3

Mr. Schechter asked if there would be any monies used to increase salaries to anyone at the college. Dr. Spangler informed that no funds would be used for that purpose.

Mr. Schechter inquired of the time commitment of the administrative staff. Dr. Spangler noted that six individuals would be assist at the front end and apprised that each would spend about one week's time on this effort.

Mr. Schechter asked Dr. Spangler to identify the six people and their function at the college. Dr. Spangler informed that the following individuals would be involved:

- CFO regarding facilities
- Vice Chancellor for Instruction regarding educational curriculum
- Associate Vice Chancellor of Instruction Research and TE
- Vice Chancellor for Information Technology
- Vice Chancellor for Planning and Strategic oversight
- Senior Director of International Initiatives

Dr. Spangler noted that the first six months would be the most critical, which would cover the setup.

Mrs. Flores asked how much has been spent on Riyadh and Qatar. Dr. Spangler noted that there have not been any expenses to the College.

Mrs. Flores noted that her concern is rather local students be educated on a global level and apprised that request would be to have an overview of all international projects. Dr. Spangler noted that there was a presentation on the international projects in February 2010. She noted that a contract is not currently in place.

Dr. Williams recommended that a copy of the RFP be provided to the entire Board.

Mrs. Loreda noted that she like the fact that students will be a part of the international project; however, she has a problem with those scheduled to assist with the frontline setup. Dr. Spangler noted those scheduled to assist with the setup will not all be going to Qatar at one time.

Mrs. Loreda asked where the fees would come from to pay for the recruitment and hiring of faculty and staff. Dr. Spangler noted that the contract of \$23 million would cover the cost.

Mr. Austin noted that he supports the proposal with the condition that the \$2.3 million profit is expended on international studies locally and that language studies for student engagement is considered; however, he noted that there has to be a balance and requested that administration be aggressive in regards to the career clusters initiatives. He noted that the Board is required to set policy and administration is responsible for implementing those policies.

Houston Community College  
Special Meeting – March 8, 2010- Page 4

Mrs. Perez noted that she supports the initiatives; however, she associates with Trustees Loreda and Sane. She requested to see a schedule of cost breakdown and staff involvement.

Mr. Oliver associated with Mr. Austin. He noted that there should be a deliberation once the college has been selected to provide the contract and then a discussion on how to spend the profits should be held.

Mrs. Sane asked when would the projections regarding the expending of the funds be provided. Dr. Spangler noted that this would be provided today.

Mr. Schechter noted that he associates with Mr. Oliver and asked if the contract is a turnkey with no cost. Dr. Spangler noted that is correct.

Mrs. Flores noted that Dr. Cook is not present because he is in Riyadh and he has been out several times since June. Mrs. Flores stated that Dr. Cook's presence is required to discuss master planning; therefore, it is having an impact on the college.

Mr. Austin noted that he views that the projects will allow professionals to enhance their careers; provide career contract training, etc. and noted that he supports the contract. He mentioned that the college needs to have a plan that involves countries within the western hemisphere.

Dr. Williams noted that he supports the contract and commended the Board on their inquiries as it is the responsibility of the Board to make intelligent decisions and it is the Chancellor's responsibility to make certain there is no diminishing of the college by taking on the contract. He noted that the college was recommended and did not seek the contract.

Mrs. Meyers asked for clarification that the Board would hold a discussion regarding the usage of the funding if the contract is awarded. Dr. Williams noted that the use of the money will be the Board's decision

Vote – The motion passed with a vote of 8-0-1 with Mrs. Flores abstaining.

**ADJOURNMENT**

With no further business, the meeting adjourned at 12:06 p.m.

*Minutes recorded, transcribed & submitted by:*

Sharon Wright, Executive Administrative Assistant, Board Services

**Minutes Approved as Submitted:** \_\_\_\_\_