

**MEETING OF THE  
AUDIT COMMITTEE  
OF THE BOARD OF TRUSTEES  
HOUSTON COMMUNITY COLLEGE**

**April 14, 2016**

**Minutes**

The Audit Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, April 14, 2016 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

**MEMBERS PRESENT**

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

**ADMINISTRATION**

Cesar Maldonado, Chancellor  
Melissa Gonzalez, Chief of Staff  
Ashley Smith, General Counsel  
Teri Zamora, Senior Vice Chancellor, Finance and Administration  
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer  
William Carter, Vice Chancellor, Information Technology  
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics  
Madeline Burillo, Interim President, Southwest College  
William Harmon, President, Central College  
Zachary Hodges, President, Northwest College  
Margaret Ford Fisher, President, Northeast College  
Phillip Nicotera, President, Coleman College/Interim Vice Chancellor, Student Services  
Irene Porcarello, President, Southeast College  
Janet May, Chief Human Resources Officer

**OTHERS PRESENT**

Jarvis Hollingsworth, Board Counsel, Bracewell & Giuliani  
David White, President, Faculty Senate  
Other administrators, citizens and representatives from the news media

**CALL TO ORDER**

Mr. Glaser, Committee Chair, called the meeting to order at 3:12 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

**TOPICS FOR DISCUSSION AND/OR ACTION**

**REPORT ON SEARCH FOR DIRECTOR OF INTERNAL AUDITING**

Dr. Maldonado informed that the update would be provided by Dr. Melissa Gonzalez.

Dr. Gonzalez noted that the desire was to identify at least 3 candidates for the position. She apprised that the pool did not yield three strong candidates; therefore, the requirement was decreased removing the MBA degree criteria. Dr. Gonzales noted that the requirement now states a degree and CPA.

Dr. Hansen inquired who would fit the requirements since the CPA qualifications now require a Master's degree. Ms. Teri Zamora apprised there are some who are grandfather that will meet the requirement of a degree and CPA.

Mr. Glaser noted that the effort is to move forward with the process.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 3:20 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved: May 19, 2016