**TEXAS WOMAN’S UNIVERSITY**

# BOARD OF REGENTS

# COMMITTEE MEETINGS

FINANCE AND AUDIT COMMITTEE

Board of Regents’ Conference Room

Administration Conference Tower (ACT), 16th Floor

304 Administration Drive, Denton, Texas

Thursday, February 18, 2016, at 1:00 p.m.

**Roll Call:**

**Committee Members:**

Ms. Anna Maria Farias, Chair

Mrs. Debbie Gibson, Vice Chair

Dr. Ann Scanlon McGinity, Member

Mr. George Schrader, Member

Mrs. Mary Wilson, Ex-Officio

**Administrators:**

Dr. Carine Feyten, Chancellor and President

Ms. Destinee Waiters, General Counsel

Dr. Robert Neely, Provost and Vice President for Academic Affairs

Ms. B. J. Crain, Interim Vice President for Finance and Administration

Mr. Gary Ray, Vice President for Enrollment Services

Dr. Monica Mendez-Grant, Vice President for Student Life

Ms. Heidi Tracy, Vice President for University Advancement

**Call to Order:**

Ms. Anna Maria Farias, Chair of the Finance and Audit Committee, called the meeting of the Committee to order at 1:00 p.m., a quorum being present.

**Finance and Audit Committee:**

1. **Consider Approval of the Minutes of the Committee Meeting of November 5, 2015**

Motion: Mrs. Gibson motioned and Dr. Scanlon McGinity seconded. The motion passed with a vote of 4-0-0.

The minutes of the Finance and Audit Committee meeting of November 5, 2015 were approved as submitted.

1. **Adjourn to Executive Session**

Ms. Farias noted that an Executive Session would not be held for this Committee meeting.

1. **Agenda**

Motion: Dr. Scanlon McGinity motioned to hear all items on the Agenda, as listed, and Mrs. Gibson seconded. The motion passed with a vote of 4-0-0.

* **Item 01: Consider Recommending Approval of Tuition and Fee Increases, Beginning Fall 2016**

Ms. B. J. Crain, Interim Vice President for Finance and Administration, indicated that, as directed by the Legislature and prior to being presented to the Board for approval, student hearings were held on Monday to receive input from students and the general public on the proposed increases in tuition and fees. She explained each of the tuition and fee increase recommendations, as detailed in the accompanying schedules, informed the Board that the Student Service Fees Allocation Committee reviewed and made these recommendations, and stated that Board approval is required prior to implementation at the beginning of Fall 2016.

The chair of the Student Service Fees Allocation Committee as well as three other members discussed the procedure utilized in an effort to have a clear understanding of departmental needs and to determine if departmental requests merit fee increases or not and how their recommendations affect all students.

Ms. Crain thanked the students.

* **Item 02: Consider Recommending Approval of the Resolution regarding the Review and Adoption of the Investment Policy and the Endowment Investment and Distribution Policy for Texas Woman’s University**

Ms. Crain stated that, in accordance with state law and University policy, revisions to the Investment Policy and the Endowment and Distribution Policy are being presented to the Board for review and approval. She noted that the revisions were necessary to reflect the investment of the University’s long-term and endowment funds with a qualifying institution, namely Texas A&M University, as approved by the Board in the prior meeting. Ms. Crain said that execution of the accompanying resolution memorializes this action.

* **Item 03: Consider Recommending Approval of the Renovation Project in Guinn Hall for Summer 2016**

Dr. Monica Mendez-Grant, Vice President for Student Life, stated that this project included updating the finishes in student rooms and living areas on a total of seven floors in Guinn Hall and is to be completed during the Summer. She presented the Guinn Hall Renovation Project Budget, which provided the appropriation of funding to complete the renovations.

* **Item 04: Consider Recommending Acceptance of Grants**

Ms. Crain stated that, in accordance with policy, the accompanying pages consisted of the recently received research grants and other grants totaling $820,014.

* **Item 05: Report on Major Construction Activity on TWU Campuses**

Ms. Crain provided the status of the on-going, Board-approved construction projects and noted the completion of the Outdoor Pool Demolition and the Starbucks in the Library.Dr. Carine Feyten, Chancellor and President, commented that one of challenges the University faces is how to plan so that all of these projects do not occur at the same time and commended the Department of Facilities and Construction for staging these project in a manner that is not a burden on all who are on campus.

Ms. Farias noted receipt of the report.

* **Item 06: TWU Fundraising Report**

Ms. Heidi Tracy, Vice President University Advancement, shared the University’s projected philanthropic support for the year and progress toward achievement of meeting stated goals for support. She noted that as of September 1, the TWU Foundation, per the Board’s Memorandum of Understanding, is now accepting all gifts for the University.

Ms. Farias noted receipt of the report.

* **Item 07: Quarterly Status Report of the Office of Internal Audits**

Mr. Andrew Groover, Director of Internal Audits, presented the quarterly internal audit activity during the second quarter of fiscal year 2016 as follows:

 Audits Completed:

* Career Services
* Investments
* Facilities Development Projects

Follow-Up Audits Completed:

* PCI/DSS (Payment Card Industry/Data Security Standard)

Audits in Progress:

* Benefits Paid Proportional by Fund
* Budget Office
* Colleague
* Office of Enrollment Services
* Office of Student Life
* Office of Academic Affairs and Provost
* Diversity, Inclusion, and Outreach

Follow-Up Audits in Progress:

* Marketing & Communication
* College of Nursing
* Graduate School

He noted other activities of his Office, including the following:

* Continuing Professional Education
* Reviewing and Reporting of Investment Reports
* Completing the fiscal year 2015 Annual Internal Audit Report
* Completing the Internal Quality Assurance Review of the TWU Office of Internal Audits

Ms. Farias noted receipt of the report.

Motion: After having heard all of the items on the Agenda, Mrs. Gibson motioned to recommend approval for the following Action Items as discussed, including Items 01, 02, 03, and 04, and Mr. Schrader seconded. The motion passed with a vote of 4-0-0.

The recommendations of approval for each of the Action Items, including Items 01, 02, 03, and 04, were accepted and approved as presented.

1. **Adjourn**

Mr. Schrader thanked and commended the students from the Student Service Fees Allocation Committee who presented today. He stated that they are the authority on the student view and that they set an example for the American society by rising above their personal interest and by making their recommendations in the best interest of the University.

With regard to the selection process of the architect for the new Student Union, Mr. Schrader stressed that the University should select someone who will construct a building that will keep the University’s identity. Chancellor Feyten stated that conversations with Ms. Crain, Dr. Monica Mendez-Grant, Vice President for Student Life, and others from Facilities have been about maintaining the historical and traditional feel of Hubbard Hall.

In regards to the investment policy, Mr. Schrader noted that the emphasis should be on the return on investment and that tracking ought to be on what returns are and what strategies are being used.

With no further business coming before the Finance and Audit Committee, the Committee adjourned in its entirety at 1:38 p.m.