# TEXAS WOMAN’S UNIVERSITY BOARD OF REGENTS FINANCE AND AUDIT COMMITTEE MINUTES

**May 17, 2018**

**Roll Call:**

**Board of Regents’ Room Administration Conference Tower (ACT), 16th Floor**

**304 Administration Drive, Denton, Texas**

Present Committee Members:

Regents Wilson (Chair), Jester, Schrader, Wu & Perez (Ex-Officio)

Present Administrators:

Dr. Carine Feyten, Chancellor and President; Ms. Destinee Waiters, General Counsel and Associate Vice President of Compliance; Mr. Jason Tomlinson, Vice President of Finance and Administration, Dr. Monica Mendez-Grant, Vice President for Student Life; Dr. Alan Utter, Provost and Vice President for Academic Affairs; Dr. Randall Langston, Vice President for Enrollment Management; Ms. Cindy Pollard, Associate Vice President of Marketing and Communications; Ms. Robin Head, Interim Vice President of Advancement; and Ms. B.J. Crain, Immediate Past Interim Vice President for Finance and Administration

# Call to Order:

With a quorum being present, Mary Wilson, Chair of the Finance and Audit Committee, called the meeting to order at **1:41 p.m**.

**Finance and Audit Committee:**

1. **Consider Approval of the Minutes of the Committee Meeting of February 15, 2018.**

Motion: Regent Schrader motioned and Regent Mary Wilson seconded. The motion passed with a vote of 3-0-2.

The minutes of the Finance and Audit Committee meeting of February 15, 2018, were approved as submitted.

# Adjourn to Executive Session:

Regent Wilson, Chair announced that the Committee would adjourn for Executive Closed Session to discuss Real Estate, Litigation, or Personnel Matters, including faculty for promotion, tenure, and emeritus status and employment contract of the Chancellor and President, under V.T.C.A., Government Code Sections 551.072, 551.071, and 551.074, respectively at **1:43 p.m.**

At the conclusion of the Executive Closed Session, the Chair reconvened the meeting of the Board into open session, a quorum being present at **2:11 pm.**

# Agenda

**Motion:** Regent Jester motioned and Regent Wu seconded. The motion passed with a vote of 4- 0-0.

# Report on Capital Construction Projects on Texas Woman’s University (TWU) Campuses.

Ms. B. J. Crain, Immediate Past Interim Vice President for Finance and Administration introduced Mr. Rob Ramirez, Associate Vice President for Facilities Management and Construction, who briefed the Committee on the on-going Board Approved construction projects and the status of the TWU Master Plan. Mr. Ramirez along with representatives from Stantec Architecture Inc., presented a Virtual Reality Model of the new Science and Technology Building to the Committee and the public in attendance.

# Energy Savings Initiative Project Report

Ms. B. J. Crain, Immediate Past Interim Vice President for Finance and Administration introduced Mr. Rob Ramirez, Associate Vice President for Facilities Management and Construction, who briefed the Committee on the Energy Savings Initiative Project and final recommendations after full, detailed audit was completed and verified by an independent third party.

# Consider Recommending Acceptance of Grants Awarded from January 24, 2018 Through April 12, 2018.

Ms. B. J. Crain, Immediate Past Interim Vice President for Finance and Administration presented a request for the Committee to recommend approval of grants awarded to TWU as reflected in the Grants Report from January 24, 2018 through April 12, 2018 totaling $488,956.

# Texas Woman's University Fall 2018 Enrollment and Scholarship Report

Randall Langston, Ph.D., Vice President for Enrollment Management, briefed the Committee on TWU’s Summer 2018 enrollment and Fall 2018 enrollment statuses for First Time in College, Transfer, and Graduate populations. Dr. Langston also briefed the Committee on scholarship, pre-registration, and orientation trends.

# Report on Philanthropic Support

Ms. Robin J. Head, Interim Vice President for Development, presented the University Advancement fundraising progress, ending the first half of the TWU Foundation’s fiscal year 2018. She explained to the Board of Regents how private donations contribute to the University’s budget and help to realize the goals of the University’s Strategic Plan.

*\*\*\*\*Note Regent Schrader left at 3:15pm*

# Report from TWU Staff Council

Ms. Elizabeth Whitley, Staff Council President and Ms. Carolyn Becker, Professional Development Chair and Staff Council President-Elect briefed the Committee on the Council’s 2017-2018 projects and initiatives, specifically the Council’s mission to provide a collective voice for the University staff. They also discussed the Council’s involvement in the Talent Acquisition & Development portion of the Strategic Planning Initiative including the Council’s Committee on Awards, their contributions in staff development, and hosting professional development training and funding grants for staff who suggest innovative trainings. Carolyn Becker, also informed the Committee that the money from the CUPA award won by Dr. Feyten has been used to fund the awards granted by Staff Council.

# Consider Approval of the Amended Internal Audit Charter and Quarterly Status Report of the Office of Internal Audit.

Mr. Ali Subhani, Director of Internal Audit, presented for the Committees’ approval the Amended Internal Audit Charter, change of the department’s name to “Audit Services”, and the quarterly Internal Audit Activity - Audits Completed, specifically: the TAC 202 audit, Investments and the School of Library and Information Studies audit; the audits in progress, projects completed, follow-up audits in progress, follow-up audits completed and the current staffing status of the Audit department.

**Motion:** Regent Wu motioned to vote on Action items **C** and **G** on the Agenda as listed, and Regent Jester seconded. The Items passed with a vote of 3-0-0.

# Presentations and Recognitions

None.

# Adjourn

With no further business coming before the Finance and Audit Committee, the Committee adjourned in its entirety at **3:42 pm.**