

**TEXAS WOMAN'S UNIVERSITY SYSTEM BOARD OF REGENTS
FINANCE AND AUDIT COMMITTEE MINUTES
August 11, 2022**

**TWU Denton Campus
Hubbard Hall – Southeast Ballroom**

Roll Call:

Present Committee Members:

Regents McDavid (Chair), Jester, Hyde, Wilson, and Wu (ex-officio)

Present Administrators:

Dr. Carine M. Feyten, Chancellor and President; Ms. Katherine Antwi Green, General Counsel, Secretary to the Board, and Chief Compliance Officer; Dr. O. Finley Graves, Interim Executive Vice President for Academic Affairs and Provost; Ms. Kristina Kaskel-Ruiz, Vice President for Marketing and Communication; Dr. Monica Mendez-Grant, Vice President for Student Life; Dr. Kimberly Russell, Vice President for University Advancement; Mr. Jason Tomlinson, Vice President for Finance and Administration; and Dr. Javier Flores, Associate Vice President for Enrollment Management.

I. Call Finance and Audit Committee Meeting to Order

With a quorum present, Regent McDavid, Chair of the Finance and Audit Committee, called the meeting to order at **1:03 p.m.**

Regent McDavid reminded everyone that the meeting was being streamed live and asked that everyone speak loudly and clearly as they make comments during the meeting. She also welcomed everyone to the Denton Campus.

Regent McDavid welcomed Student Regent Lily Wilson to the Texas Woman's University System Board of Regents.

II. Consider Approval of the Minutes of the Finance and Audit Committee Meeting of May 19, 2022

Motion to Approve Minutes: Regent Jester motioned, and Regent Wilson seconded. The motion passed with a unanimous vote.

The minutes of the Finance and Audit Committee Meeting of **May 19, 2022** were approved as submitted.

III. Agenda

Regent McDavid said that the Board would now take up the Agenda Items as listed.

Motion to Take up Agenda Items as Listed: Regent Wilson motioned, and Regent Hyde seconded. The motion passed with a unanimous vote.

Item A. Report on Summer and Fall 2022 Enrollment

Dr. Monica Mendez-Grant, Vice President for Student Life, introduced TWU's new Associate Vice President for Enrollment Management, Dr. Javier Flores. Dr. Mendez-Grant provided the Board with Dr. Flores' previous experience in higher education, specifically in enrollment management.

Dr. Flores acknowledged the Strategic Enrollment Management Committee and thanked them for their work on the strategic enrollment plan. Dr. Flores briefed the Board on May graduation numbers for the last three years. He also explained Summer 2022 enrollment data, including Summer housing numbers and enrollment trends seen nationally, and Fall 2022 enrollment projections, specifically growth in First-Time-In-College student enrollment. He detailed targeted efforts to enroll transfer students, employees and their dependents, as well as recent developments in engaging local community colleges. Additionally, he introduced two new regional admissions counselors to the Board and highlighted enrollment programs being offered in Fall 2022.

Dr. Flores answered a question posed by Regent Hyde regarding TWU's application fee by confirming that he is examining the amount of this fee and if it would be appropriate to increase it.

Item B. Report on Philanthropic Support and the Texas Woman's University Foundation

Dr. Kimberly Russell, Vice President for University Advancement, presented a report on philanthropic support of the TWU Foundation for Quarters 1, 2, 3, and 4 of Fiscal Year 2022. Dr. Russell summarized the TWU Foundation's Quarter 1, 2, 3, and 4 commitments, five-year comparison, investment performance, assets, and liabilities and net assets. She also informed the Board of an upcoming alumni event hosted by University Advancement in Seattle, Washington.

Item C. Report on Office of Audit Services

Ms. Sharon Delgado, Interim Chief Audit Executive, briefed the Board on the activity of the Office of Audit Services for the 4th quarter of Fiscal Year 2022. Ms. Delgado shared with the Board audit projects that were completed and their results. Specifically, she discussed the College of Business and Information Technology Change Management audits. Ms. Delgado also provided an update on the status of the Statewide Single Audit of Financial Aid. Finally, she presented the status of projects under the Fiscal Year 2022 Audit Plan, introduced the office's new Senior Auditor, and addressed various administrative items.

Ms. Delgado responded to Regent Jester's question on staffing requirements by confirming that the Office of Audit Services will remain at its current staffing levels, meaning certain audits will be conducted by external auditors. Chancellor Feyten congratulated and thanked Ms. Delgado for her work thus far as Interim Chief Audit Executive.

Item D. Recommend Approval of the Fiscal Year 2023 Audit Plan

Ms. Sharon Delgado, Interim Chief Audit Executive, recommended approval of the Fiscal Year 2023 audit plan.

Ms. Delgado explained the rationale and method used to develop the Fiscal Year 2023 audit plan, which consists of the audits to be conducted during the year. Ms. Delgado informed the Board that the Fiscal Year 2023 audit plan includes risk-based and required audits, audit follow-up and reserve projects, and

other department activities.

Motion to Move Approval of Item D to Consent Agenda: Regent Jester motioned, and Regent Wilson seconded. The motion passed with a unanimous vote.

Item E. Recommend Approval of Revisions to the Greater Dallas-Fort Worth Regional Law Enforcement Mutual Aid Task Force Agreement

Mr. Jason Tomlinson, Vice President for Finance and Administration, introduced Chief Samuel Garrison, Executive Director of Public Safety, who was present to answer any questions about the item. Mr. Tomlinson recommended approval of the revisions to the Greater Dallas-Fort Worth Regional Law Enforcement Mutual Aid Task Force Agreement.

Mr. Tomlinson presented a listing of all organizations that TWU's Department of Public Safety partners with and clarified that this agreement refers to the Great Dallas-Fort Worth area. He explained that, in the event that TWU requires resources, such as specialist staffing or equipment, this specific agreement allows TWU to engage aid from law enforcement agencies in the greater Great Dallas-Fort Worth area without any expense. He informed the Board that TWU has been a member of this organization for ten years and this revision updates the contact people listed on the agreement.

Mr. Tomlinson also recognized the new badge developed by Captain Niederhaus for the TWU Department of Public Safety, which was shown in the presentation materials provided to the Board.

Motion to Move Approval of Item E to Consent Agenda: Regent Jester motioned, and Regent Hyde seconded. The motion passed with a unanimous vote.

Item F. Recommend Approval of the Sixteenth Supplemental Resolution to the Master Resolution Authorizing the Issuance of Bonds, in one or more Series

Mr. Jason Tomlinson, Vice President for Finance and Administration, recommended approval of the Sixteenth Supplemental Resolution to the Master Resolution authorizing the issuance, sale, and delivery of the Board of Regents Revenue Financing System Bonds, in one or more Series, and approving and authorizing instruments and procedures relating thereto. Mr. Tomlinson presented the timeline for this matter including previous Board actions this year. He confirmed that the bond has been issued and closed for the Brackenridge project.

Mr. Tomlinson explained that the leftover piece is for the Health Sciences Center and TWU is waiting for the State of Texas to release the funds, so the resolution must be extended due to the timeframe included in the February 2022 approval. He further confirmed that this is only an extension, which will allow TWU to issue the bonds for the Health Sciences Center, once TWU has the funds from the state.

Motion to Move Approval of Item F to Consent Agenda: Regent Wilson motioned, and Regent Hyde seconded. The motion passed with a unanimous vote.

Item G. Recommend Approval of the Revised Budget for the Blagg-Huey Library Sprinkler Upgrades and Installation

Mr. Jason Tomlinson, Vice President for Finance and Administration, introduced Mr. Rob Ramirez, Senior Associate Vice President for Facilities Management and Construction, who recommended approval

of the revised budget for the Blagg-Huey Library sprinkler upgrades and installation. Mr. Ramirez reminded the Board of the reason for the project and provided the history of the project, including the design phase and proposals received. Mr. Ramirez explained that construction proposals exceeded the projected cost the Board approved in August 2021, requiring a modified budget to be approved by the Board. He requested the Board approve the modified project budget, along with delegated approval to the TWU Chancellor and President for the negotiation and execution of any additional design and construction contracts

Motion to Move Approval of Item G to Consent Agenda: Regent Wilson motioned, and Regent Hyde seconded. The motion passed with a unanimous vote.

Item H. Recommend Approval of the Fiscal Year 2023 Budget

Mr. Jason Tomlinson, Vice President for Finance and Administration, recommended approval of the Fiscal Year 2023 budget.

Mr. Tomlinson provided background information on the incremental budget process. He explained the givens for both revenue and sources of funds. As this is the second year of the Biennium, all money has been allocated with only minor adjustments required. At the request of the Texas Governor, there will be no increases in tuition or fees. Mr. Tomlinson then acknowledged Ms. Rana Askins for her work during the budget process. Mr. Tomlinson stated that his team analyzed additional sources of funds including reviewing enrollment projections, waivers and exemptions, rebalancing accounts, reallocating expenses, and unspent allocations. Mr. Tomlinson also addressed expenditure givens, including promotion and tenure and fixed costs. Mr. Tomlinson then presented the goals considered in creating the Fiscal Year 2023 budget and informed the Board that there will be a one-time merit bonus for Fiscal Year 2023 as TWU could not allocate a permanent merit increase.

Mr. Tomlinson presented to the Board the 2022-2023 operating budget changes. He then explained both the 2023 total operating revenue and expenditure budgets, including comparisons to Fiscal Year 2022. The 2023 total operating expenditure budget was also presented by budget type, with compensation representing the largest portion of the expenditure budget.

Mr. Tomlinson provided the total divisional expenditure budget, excluding direct expenses, from Fiscal Year 2019 to 2023. Finally, he concluded with information related to the Fiscal Year 2023 debt service by funding and revenue source.

Motion to Move Approval of Item H to Consent Agenda: Regent Hyde motioned, and Regent Wilson seconded. The motion passed with a unanimous vote.

Regent Jester thanked Mr. Tomlinson for his work on the budget presentation and for providing such a detailed report. Regent Wilson made a comment in appreciation of the diligence involved in working on the budget.

Item I. Recommend Approval of Acceptance of Grants

Mr. Jason Tomlinson, Vice President for Finance and Administration, recommended approval of grants awarded to TWU as reflected in the Grants Report from April 15, 2022 to July 14, 2022.

Regent Coleman commented on the positive result that research grant numbers increased.

Motion to Move Approval of Item I to Consent Agenda: Regent Jester motioned, and Regent Wilson seconded. The motion passed with a unanimous vote.

IV. Adjourn Finance and Audit Committee Meeting

With no further business coming before the Finance and Audit Committee, Regent McDavid adjourned the Finance and Audit Committee meeting at **2:02 p.m.**