

**TEXAS WOMAN'S UNIVERSITY BOARD OF REGENTS
FINANCE AND AUDIT COMMITTEE MINUTES
February 20, 2020**

**TWU - Dallas Campus
5500 Southwestern Medical Ave.
Dallas, TX 75235**

Roll Call:

Present Committee Members:

Regents Wu (Chair), Hyde, McDavid, and Jester (Ex-Officio)

Present Administrators:

Dr. Carine M. Feyten, Chancellor and President; Ms. Katherine Antwi Green, General Counsel, Secretary to the Board, 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. Carolyn Kapinus, Interim Provost and Vice President for Academic Affairs; Dr. Randall Langston, Vice President for Enrollment Services; Dr. Kimberly Russell, Vice President of University Advancement

I. Call to Order:

With a quorum being present, Regent **Wu**, Chair of the Finance and Audit Committee, called the meeting to order at **2:12 p.m.**

Regent **Wu**, reminded everyone that the meeting is being streamed live and asked that everyone speak loudly and clearly as they make comments during the meeting.

II. Consider Approval of the Minutes of the Finance and Audit Committee Meeting of November 7, 2019

Motion to Approve Minutes: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

The minutes of the Finance and Audit Committee Meeting of **November 7, 2019**, were approved as submitted.

III. Agenda

Motion to Take up Agenda Items: Regent **McDavid** motioned and Regent **Hyde** seconded. The motion passed with a vote of **3-0-0**.

Item A. Report on TWU Investments managed by Texas A&M University System

Mr. Jason Tomlinson, Vice President of Finance and Administration and Ms. Maria Robinson, Chief Investment Officer and Treasurer of Texas A&M University System provided the Board with a report on TWU's long-term and endowment investments by the A&M System through December 31, 2019.

Ms. Robinson provided the Board with an overview of the changes in TWU's investment funds over the

past year outlining specifically the investment objectives and asset allocation for the Cash Concentration Pool and System Endowment Fund.

Item B. Report on Staff Council

Mr. Jason Tomlinson, Vice President of Finance and Administration and Ms. Cynthia Alexander, Staff Council President provided the Board with a report on the activities of TWU's Staff Council for the fourth quarter of calendar year 2019, including Staff Council's 2019-2020 survey and concerns heard from other University groups from elected representatives.

Specifically, Ms. Alexander noted that based on the survey more than 80% of staff are aware of Staff Council's role on campus and over 65% of TWU staff recognize Staff Council representatives at TWU events.

Ms. Alexander informed the board that Staff Council's Professional Development Grant was awarded to Ms. Wanyi Wang in the Center for Design and Analysis.

Item C. Report on University Advancement and Philanthropic Progress

Dr. Kimberly Russell, Vice President for University Advancement, provided the Board with a report summarizing the significant accomplishments of University Advancement for the second quarter of the 2020 fiscal year including fundraising results, growth in infrastructure, and the expansion of alumni and constituent engagement.

Dr. Russell noted that quarter one and two charitable gifts, pledges and pledge payments were valued at \$5,657,552.00 spread across 1,405 donors. Additionally, Dr. Russell noted the progress of University Advancement's Comprehensive Campaign plan which includes defining campaign priorities by college with facilitated focus groups from January to March of 2020, identifying, recruiting, organizing and managing campaign advisors and volunteers during April-June of 2020, developing and strengthening campaign infrastructure from July to December of 2020, and securing lead and transformational gifts and pledges throughout the entire year.

Dr. Russell's presentation concluded with an overview of the Dallas Leadership Luncheon which awarded the Virginia Chandler Dykes Leadership Award to Jennifer Staubach Gates.

Item D. Report on Spring 2020 Enrollment

Dr. Randall Langston, Vice President for Enrollment Management, provided the Board with a presentation of TWU's Spring 2020 enrollment outcomes. From Spring 2019, total enrollment is up 0.7%, total undergraduate enrollment increased by nearly 0.7%, and new graduate student enrollment decreased by approximately 18.5% due in part to unusually high enrollment of graduate students in Spring 2019.

Item E. Report on Capital Construction Projects

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Mr. Rob Ramirez, Senior Associate Vice President for Facilities Management and Construction provided the Board with a report on the progress of the Capital Construction Projects on campus. The presentation highlighted the progress on the Science and Technology Learning Center, which has an anticipated move-in date of July 2020; renovations to Old Main for the Institute for Women's Leadership, which has an anticipated move-in date of spring 2020; the Fieldhouse, which has an anticipated move-in date of October 2021, renovations for

the Dental Hygiene and Counseling Center renovations, with anticipated move in dates of March 2022; the Denton LED Lighting Retrofit projects, which has an estimated completion date of March 2020; and the Margo Jones Rigging Replacement project, which has an estimated completion date of April 2020.

Item F. Report on the status of the Office of Compliance

Ms. Keila Felts, Director of Compliance, provided the Board with an annual report on the status of compliance initiatives at TWU including special projects updates, compliance updates, and university policy updates. Ms. Felts presented the outcomes of a General Data Protection Regulation (GDPR) workshop held on campus and attended by five other universities located in the Dallas/Fort Worth area, the implementation of a HIPAA compliance program, the success of a Compliance Committee Workshop attended by compliance partners at TWU, and updates on the Office of Compliance's initiative to automate training and training tracking as well as policy management to achieve efficient workflow.

Item G. Report on the status of the Office of Audit Services

Ms. Maria Marroquin, Senior Auditor, provided the Board with the second quarterly report on the activities of the Office of Audit Services. Ms. Marroquin noted that two audits were recently completed addressing the Nursing Shortage Reduction Program, noting that the University is in compliance with the program requirements, and an audit on TWU Investments, noting that all audit recommendations stemming from the audit were low risk.

Ms. Marroquin outlined the audits still in progress, including HIPAA, University Advancement, and Construction, as well as upcoming planned audits, including University Research and Sponsored Programs, Financial Aid, and Student Receivables.

Item H. Report on the Annual Racial Profiling Report

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Chief Samuel Garrison, Executive Director for the Department of Public Safety provided the Board with the required Annual Report on Racial Profiling, required by Article 2.132-2.134 of the Texas Code of Criminal Procedure.

A comprehensive review of TWU's Department of Public Safety regulations, specifically general order number 309, 212, and 110 outlining the department's policy concerning bias-based profiling, training and career development, and personnel complaints shows that the TWU Department of Public Safety is fully in compliance with article 2.132 of the Texas Code of Criminal Procedure.

Item I. Recommend Approval to delegate authority to the Vice President for Finance and Administration to execute an interlocal agreement between the City of Denton and TWU for cooperative services

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Chief Samuel Garrison, Executive Director for the Department of Public Safety recommended that the Board delegate authority to Mr. Tomlinson to execute an interlocal agreement between the City of Denton and TWU for cooperative services. Mr. Tomlinson noted that the City of Denton and TWU are formalizing the operational collaboration between the respective law enforcement agencies to ensure the safety of the students, faculty, and staff of TWU, the residents of Denton, and the law enforcement officers serving these populations. The agreement provides a framework for clear communication and working cooperation between the agencies involved.

Motion to Move Approval of Item to Consent Agenda: Regent Hyde motioned and Regent McDavid

seconded. The motion passed with a vote of **3-0-0**.

Item J. Recommend Approval of \$1.4 million for the design and construction of maintenance and infrastructure projects in Guinn and Stark Halls and to delegate authority to the Chancellor and President for the negotiation and execution of any design and construction contracts

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Dr. Monica Mendez-Grant recommended that the Board approve funds for renovation projects in Guinn and Stark Halls along with delegated approval to the Chancellor and President for the negotiation and execution of any design and construction contracts related to the renovations. These renovation projects include the replacement of chilled and hot water pumps for both buildings (\$900,000) and life safety infrastructure repairs (\$500,000). The total cost for renovations will not exceed \$1.4 million. The renovations are necessary due to the age of the buildings (approximately 50 years) and the needs of the TWU students currently residing in them.

Motion to Move Approval of Item to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

Item K. Recommend Approval of \$650,000.00 for the design and construction of air handlers and controls replacements in the Admissions and Registration building on TWU's Denton campus

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Mr. Rob Ramirez, Senior Associate Vice President for Facilities Management and Construction recommended that the Board approve \$650,000.00 in funds for the design and construction of air handlers and controls replacements in the Admissions and Registration building on the TWU Denton campus as well as the delegation of authority to the Chancellor and President to negotiate and execute the upcoming design and construction contracts related to the construction.

Mr. Ramirez noted that the necessary repairs and replacement of these air handling units and controls were identified and planned as part of the deferred maintenance program, which was designed to identify critical items needing attention to ensure continuous and reliable services to these areas.

Motion to Move Approval of Item to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

Item L. Recommend Approval of the naming of two newly constructed roadways on TWU's Denton Campus

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Mr. Rob Ramirez, Senior Associate Vice President for Facilities Management and Construction recommended that the Board approve the names for two newly constructed roadways on the TWU Denton Campus. Naming the roadways would improve wayfinding of the general population as well as emergency support.

Mr. Ramirez proposed naming the lane west and southwest of the new parliament Village "Vine Street" and the newly constructed lane supporting the east campus developments west of the soccer field "Frame Street". He also noted that this recommendation complies with the Regent Policy: Naming Policy (A.03.01).

Motion to Move Approval of Item to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

Item M. Recommend Approval to change the name of the Undergraduate Laboratory Building to the Fine Arts Annex

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Mr. Rob Ramirez, Senior Associate Vice President for Facilities Management and Construction recommended that the Board approve the changing of the Undergraduate Laboratory Building (ULB) to the Fine Arts Annex as the ULB was recently renovated to support the Music and Fine Arts departments. He also noted that this recommendation complies with the Regent Policy: Naming Policy (A.03.01).

Motion to Move Approval of Item to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

Item N. Recommend Approval of Tuition and Fee Increase for FY 2021 and FY 2022 and delegate authority to the Chancellor and President to determine the final increase amount

Mr. Jason Tomlinson, Vice President for Finance and Administration, and Dr. Monica Mendez-Grant recommended that the Board approve a tuition and fee increase for fiscal years 2021 and 2022 and delegate authority to the Chancellor and President to determine the final increase amount. Mr. Tomlinson provided the Board with information from collegeforallexas.com which outlined the comparison of tuition for colleges across Texas. He noted that the proposed increase is necessary to ensure that financial resources are available to address inflationary increases, student growth needs, academic program expansion and enhancement while also providing for the overall campus operations and maintenance needs.

Motion to Move Approval of Item to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

Item O. Recommend Approval of TWU Grants awarded from September 2019 through January 2020

Mr. Jason Tomlinson, Vice President for Finance and Administration, recommended approval of TWU Grants awarded from September 2019 through January 2020 totaling \$1,668,488.00.

Motion to Move Approval of Item to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

Item P. Recommend Approval of naming of the renaming of the Science and Technology Learning Center

Mr. Jason Tomlinson, Vice President for Finance and Administration, recommended renaming the Science and Technology Learning Center as the Scientific Research Commons.

Motion to Move Approval of Item to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

IV. Recess Finance and Audit Committee Meeting into Executive Closed Session

Regent **Wu** announced that the Committee would recess into Executive Closed Session for the purposes of deliberation regarding certain public power utilities and competitive matters pursuant to Section 551.086 of the Texas Government code, consultation with the University attorney regarding legal matters and/or contemplated litigation or settlement offers pursuant to Section 551.071 of the Texas Government

Code, and deliberation regarding personnel matters pursuant to Section 551.074 of the Texas Government Code at **3:44 p.m.**

Specifically, the Committee discussed the recommended approval to delegate contract authority to the Chancellor and President to negotiate and execute a contract for the purchase of electricity for TWU's Denton campus; consulted with the University attorney regarding contemplated, ongoing, and or finalized audits and any findings, conclusions, or recommendations related to those audits and contemplated litigation and settlement offers; and heard the recommended approval of the appointment of an Interim Director of Audit Services.

V. Reconvene to Open Session and Take Any Possible Action Regarding Matters Discussed in Executive Closed Session

At the conclusion of the Executive Closed Session, Regent **Wu** reconvened the meeting of the Finance and Audit Committee into open session, a quorum being present, at **4:11 p.m.**

The Committee voted to move approval of two items to the Consent Agenda.

Motion to Move Approval of the delegation of authority to the Chancellor and President to negotiate and execute a contract for the purchase of electricity or TWU's Denton campus to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

Motion to Move Approval of the appointment of Ms. Maria Marroquin as the Interim Director of Audit Services to Consent Agenda: Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **3-0-0**.

VI. Adjourn

With no further business coming before the Finance and Audit Committee, Regent **Wu** adjourned the Finance and Audit Committee meeting at **4:12 p.m.**