**TEXAS WOMAN’S UNIVERSITY BOARD OF REGENTS**

**FINANCE AND AUDIT COMMITTEE MINUTES**

**November 7, 2019**

**Board of Regents Conference Room**

**6700 Fannin St.**

**Houston, TX 77030**

**Roll Call:**

Present Committee Members:

Regents Wu (Chair), Hyde, McDavid, Wilson, 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

1. **Call to Order:**

With a quorum being present, Regent **Wu**, Chair of the Finance and Audit Committee, called the meeting to order at **1:04 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.

1. **Consider Approval of the Minutes of the Finance and Audit Committee Meeting of August 8, 2019**

**Motion to Approve Minutes**: Regent **Wilson** motioned and Regent **Hyde** seconded. The motion passed with a vote of **4-0-0.**

The minutes of the Finance and Audit Committee Meeting of **August 8, 2019**, were approved as submitted.

1. **Agenda**

**Motion to Take up Agenda Items:** Regent **Wilson** motioned and Regent **Hyde** seconded. The motion passed with a vote of **4-0-0.**

**Item A. Report on Staff Council**

Mr. Jason Tomlinson, Vice President of Finance and Administration introduced Ms. Cynthia Alexander, Staff Council President to the Board of Regents. Ms. Alexander provided updates on TWU’s Staff Council’s 2019 improvements in Council processes, Pioneer Proud, Marketing & Outreach, communications and collaborations with other University groups.

Specifically, Ms. Alexander outlined how Staff Council could use technology and marketing to better reach its constituents to resolve the disconnect between the Council and staff members of the University.

Ms. Alexander also outlined Staff Council’s 2019 Initiatives including: Processes, Communication, Pioneer Proud, Marketing and Outreach, and Collaboration with Groups.

**Item B. Report on University Advancement and Philanthropic Progress**

Dr. Kimberly Russell, Vice President for University Advancement, provided a report summarizing the significant accomplishments of University Advancement including fundraising results, growth in infrastructure, and the expansion of alumni/constituent engagement for the TWU Foundation’s first quarter of 2020 fiscal year.

Dr. Russell noted that in the first quarter TWU received $2,610,099.00 in gifts from 569 donors and provided an update on the University’s work with MPK&D’s on a feasibility study for TWU’s first comprehensive campaign.

Finally, Dr. Russell closed her presentation with a short video from a news broadcast covering the naming of the new softball field after Ms. Dianne I. Baker.

**Item C. Report on Fall 2019 Enrollment Outcomes and Spring 2020 Enrollment Projections**

Dr. Randall Langston, Vice President of Enrollment Management, provided a report outlining TWU’s Fall 2019 enrollment outcomes and Spring 2020 enrollment progress and projections. He noted that for Fall 2019 TWU had a record breaking overall student enrollment of 15,830 and a record number of students enrolled on the Denton campus.

Regent Gallardo asked Dr. Langston if other Universities are showing the same dipping trend in Graduate enrollment for full time students and an increase in Graduate enrollment for part-time students. Dr. Kapinus commented that this is a trend occurring in other Universities and is due to the fact that most of the Graduate students enrolling part time are in the workforce or slightly older and cannot commit to full-time status.

Dr. Langston provided the Board with a report on the Ethnicity breakdown of students pursuing undergraduate versus graduate degrees and noted a 68% increase in enrollment of undergraduate international students.

Finally Dr. Langston noted that the projection for Spring 2020 enrollment is an increase of approximately 2.5%.

**Item D. Report on Capital Construction Projects**

Mr. Jason Tomlinson, Vice President of Finance and Administration, and Mr. Robert Ramirez, Associate Vice President for Facilities Management and Construction, provided a quarterly report on the status of on-going Board approved construction projects on TWU campuses and related facilities condition updates.

Mr. Ramirez provided an update on the New Student Union at Hubbard Hall noting an expected move in date of December 2019 and reminded the board of the anticipated food options including a full-sized Chick-fil-a and Q’doba.

Additionally, he provided an update on the new Science and Technology Learning Center noting an expected move in date of July 2020, as well as announced to the Board that the new dining hall for the students is officially open.

Old Main’s renovation to house the Institute for Women’s Leadership is expected to be completed in March of April of 2020 and the East Campus Parking is expected to be completed in December of 2019.

Construction on the new Fieldhouse and of Jones Hall is expected to begin in September of 2020 and have an estimated move in dates of Fall 2021.

**Item E. Quarterly Report on Status of the Office of Audit Services**

Mr. Ali Subhani, Director of Audit Services, provided a quarterly status report for the Office of Audit Services. His report included an overview of three projects: Decentralized IT Organization and Operations- Consulting, Tuition, and Vulnerability Management.

The audit related to Tuition did not find any high risk items, but did note a need to implement a reconciliation process and enhance tuition billing processes for clarity. The audit related to Vulnerability Management will be discussed in executive closed session.

**Item F. Recommended Approval of Updates to the Audit Plan for Fiscal Year 2020**

Mr. Ali Subhani, Director of Audit Services, recommended that the Board approve updates to the Annual Audit Plan of the Office of Audit Services. The requested update was to add an audit to the Board-approved audit plan related to the Nursing Shortage Reduction over 70 Program. The request for this audit came from the Texas Higher Education Coordinating Board, but all changes to the audit plan are required to be approved by the Board of Regents.

**Motion to Move Approval of Item to Consent Agenda:** Regent **Wilson** motioned and Regent **Hyde** seconded. The motion passed with a vote of **4-0-0.**

**Item G. Recommended Approval of a New Distance Education Differential Tuition**

Mr. Jason Tomlinson, Vice President of Finance and Administration, recommended that the Board approve a new Distance Education Differential Tuition surcharge of $173.70 per credit hour. Initially this surcharge will be applied to both resident and non-resident students in the KeyPath Family Nurse Practitioner online program (the “Program”) beginning Spring 2020. In addition, it will be available for other online programs where the market may not bear the non-resident rate.

**Motion to Move Approval of Item to Consent Agenda:** Regent **Hyde** motioned and Regent **Wilson** seconded. The motion passed with a vote of **4-0-0.**

**Item H. Recommended Approval of Funds for and Delegation of Authority for the Rigging System in Margo Jones on the**

**Denton Campus**

Mr. Jason Tomlinson, Vice President of Finance and Administration, and Mr. Robert Ramirez, Associate Vice President for Facilities Management and Construction, requested approval of $1.5 million for the design and construction of a hoist line rigging system for the Margo Jones Performance Hall in Margo Jones Building on Texas Woman’s University (TWU) Denton Campus. The request included approval to delegate authority to the TWU Chancellor/President to negotiate and execute the upcoming design and construction contracts.

**Motion to Move Approval of Item to Consent Agenda:** Regent **Wilson** motioned and Regent **Hyde** seconded. The motion passed with a vote of **4-0-0.**

**Item I. Recommended Approval of TWU Grants Awarded from July 2019 - September 2019**

Mr. Jason Tomlinson, Vice President of Finance and Administration, recommend approval of grants awarded to Texas Woman’s University as reflected in the Grants Report from July 2, 2019 through September 27, 2019 valued at $2,231,075.00. Dr. Donna Scott Tilley, Vice Provost of Research, provided the Board with a presentation on university research funded by these grants.

Dr. Scott-Tilley outlined the Grants awarded to TWU for FY 2018 in comparison to FY 2019 and the resources available for TWU faculty researchers.

**Motion to Move Approval of Item to Consent Agenda:** Regent **Hyde** motioned and Regent **Wilson** seconded. The motion passed with a vote of **4-0-0.**

**Item J. Recommended Approval of the Naming of the Institute for Women's Leadership**

Dr. Kimberly Russell, Vice President for University Advancement, recommended that the Board change the name of the Institute for Women’s Leadership to the Jane Nelson Institute for Women’s Leadership.

**Motion to Move Approval of Item to Consent Agenda:** Regent **Mc David** motioned and Regent **Hyde** seconded. The motion passed with a vote of **4-0-0.**

**Item K. Recommended Approval of the Naming of the Institute for Women's Leadership Hall**

Dr. Kimberly Russell, Vice President for University Advancement, recommended that the Board change the name of the Institute for Women’s Leadership Exhibition Hall to the Sue S. Bancroft Women’s Leadership Hall.

**Motion to Move Approval of Item to Consent Agenda:** Regent **Hyde** motioned and Regent **McDavid** seconded. The motion passed with a vote of **4-0-0.**

1. **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 Deliberations Regarding Security Devices or Security Audits, Consultation with Attorney Regarding Legal Matters and/or Contemplated Litigation or Settlement Offers, and Deliberation Regarding Certain Public Power Utilities: Competitive Matters pursuant to Sections 551.076. 551.071, and 551.086, respectively of the Texas Government Code at **2:32** **p.m.**

1. **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 **3:24 p.m.** No items discussed during the Executive Closed Session required action by the Board.

1. **Adjourn**

With no further business coming before the Finance and Audit Committee, Regent **Wu** adjourned the Finance and Audit Committee meeting at **3:24 p.m.**