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Committee for Fiscal Affairs

[John Hatchel (Chair), Linda McKenna, Ellis Skinner]

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OFFICE OF GENERAL COUNSEL

3801 Campus Drive
Waco, Texas 76705

254-867-3972

January 19, 2017

Mr. Michael Reeser
Chancellor
Texas State Technical College System
3801 Campus Drive
Waco, Texas 76705

RE: Authorization of the Chancellor or Designee to Change Signature Authorizations for
Texas State Technical College

Dear Chancellor Reeser:

As requested, I have reviewed the proposed Minute Order regarding the Board of Regents' authorization of the Chancellor or his designee to change authorizations for Texas State Technical College (TSTC), and have considered its legal ramifications.

TSTC frequently needs to update signature cards. TSTC's traditional protocol has required Board of Regent approval of signature card changes at virtually every meeting. Authorizing the Chancellor or his designee to update signature cards will allow for the necessary updates to be done in a more timely manner.

I find no legal proscription or liability in granting this authorization authority to the Chancellor or his designee, and I concur that doing so will facilitate the efficient conducting of TSTC business.

If you have any questions or need additional information, please advise.

Respectfully submitted,

Susan Shafer



cc: Jonathan Hoekstra, Chief Financial Officer
Ray Rushing, General Counsel of TSTC and Secretary of the Board of Regents
Cynthia Saunders, Secretary, TSTC Board of Regents



Board Meeting Date: February 09, 2017

Proposed Minute Order #: 08-17(c)

Proposed By: Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer

Subject: Authorization of the Chancellor or Designee to Change Signature Authorizations for Texas State Technical College

Background: The Texas State Comptroller maintains a list of authorized signatures for vouchers, checks, drafts, orders and other instruments. Although it requires the governing board to authorize the signature cards, it also allows the governing board to authorize its presiding officer and/or agency's executive director to make changes to the agency's signature cards.

Justification: Texas State Technical College (TSTC) frequently needs to update signature cards. TSTC's traditional protocol has required Board of Regent approval of signature card changes at virtually every meeting. Authorizing the Chancellor or his designee to update signature cards will allow for the necessary updates to be done in a more timely manner.

Additional Information: None

Fiscal Implications: No Fiscal Implications

Attestation: This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

Attachment(s): Letter from General Counsel

Recommended Minute Order: "The Board of Regents authorizes the Chancellor or his designee to make changes to the signature authorizations for Texas State Technical College."

Recommended By:

A handwritten signature in blue ink, appearing to read "Gisela Figueroa", is written over a horizontal line.

Dr. Gisela Figueroa, Associate Vice Chancellor for Financial Services

Texas State Technical College
Schedule of Tuition and Fees
Effective Fall 2017

State Tuition/semester credit hour		Fall 2016	Proposed Fall 2017	Remarks
Texas Resident - Tier 1	*	\$ 137	\$ -	Courses are priced within tiers based on student demand for courses, industry demand for skills, available capacity to offer programs, among other factors. State Tuition will be a fixed rate of \$16/semester credit hour for Texas resident students; tiered pricing will apply to Designated Tuition.
Texas Resident - Tier 2	*	\$ 115	\$ -	
Texas Resident - Tier 3	*	\$ 93	\$ -	
Non-Resident - All Courses	*	\$ 290	\$ 162	
Texas Resident	*	\$ -	\$16/sem credit hour (\$50 min-no max)	
Benefits-Eligible TSTC Employees & Dependents	*	\$16/sem credit hour (\$50 min-no max)	No change	

*Does not apply to Continuing Education Courses

Designated Tuition/semester credit hour		Fall 2016	Proposed Fall 2017	Remarks
Texas Resident/Non-Resident - Tier 1	*	\$ -	\$ 172	Courses are priced within tiers based on student demand for courses, industry demand for skills, available capacity to offer programs, among other factors. Combined in-state rates will increase by 3%. The combined non-resident rate will stay the same for Tier 3 and variable pricing will now apply.
Texas Resident/Non-Resident - Tier 2	*	\$ -	\$ 150	
Texas Resident/Non-Resident - Tier 3	*	\$ -	\$ 128	
Texas Resident/Non-Resident	*	\$ 46	\$ -	
TSTC Employees & Dependents	*	\$ -	No change	

*Does not apply to Continuing Education Courses

Corporate College/Continuing Ed(CE)		Fall 2016	Proposed Fall 2017	Remarks
Texas Resident	**	\$.50-\$16 per contact hour	No change	
Non-Resident & Out-of-State Worker	**	At least twice the CE tuition rate for the associated cross-listed course section	No change	
Continuing Education Surcharge		Varies by course or course section	No change	

**Pertains to non-credit courses that are eligible for state reporting according to Texas Higher Education Coordinating Board Rules and Regulations.

Tuition of \$0 per contact hour tuition may be charged for a course if at least 15% of the institution's direct costs of delivery including facility costs, instructor salaries, equipment costs and other expenses are provided directly or through in-kind contributions by industry or other local public or private clients.

Texas State Technical College
Schedule of Tuition and Fees
Effective Fall 2017

Student Fees (collected at registration)		Fall 2016	Proposed Fall 2017	Remarks
Required Vaccines		Cost	No change	
Allied Health Insurance		Cost of Insurance	No change	Required for certain Allied Health programs. Includes malpractive insurance and/or needlestick insurance
Audit Fee		Applicable tuition plus \$25 per semester credit hour	No change	
Background Security Check		Cost	No change	
Credit Award Evaluation Fee		\$25 per eval.	No change	
Dental Hygiene Clinical Fee		\$100 per clinical course	No change	Applies to Preclinical Dental Hygiene, Clinical Dental Hygiene I, Clinical Dental Hygiene II, and Clinical Dental Hygiene III
Non-Resident E-Learning Fee		\$300 per semester credit hour	No change	
CTE Award Path Fee		\$50 per student per year	\$ -	Eliminate CTE Award Path Fee effective Fall 2017 with introduction of consistent statewide tuition structure for dual credit.
Digital Materials Fee		Varies. Cost plus admn fee	No change	
Student Medical Health and/or Accident Insurance		Cost of Insurance	No change	

Texas State Technical College
Schedule of Tuition and Fees
Effective Fall 2017

Other Student Charges		Fall 2016	Proposed Fall 2017	Remarks
Application Fee		Up to \$100 per application	No change	
Student ID Card Replacement Fee		\$10 per card	No change	
Installment Plan Fee		\$25 per semester	No change	
Installment Plan Late Fee		\$25 after 7 business days	No change	
Returned Check Charge		\$50 per check	No change	
Late Registration Fee		\$100 after close of registration	No change	Assessed to students who register after the registration cut-off date
Late Graduation Fee		\$100 after graduation application deadline	No change	Assessed to students applying to graduate after the deadline for the respective semester's graduation ceremony.
Testing Center Exam Fee		Cost of Exam & Admn fee	No change	
External Certification of Specialty		Cost or Market Price	No change	
Library Fines		Books & magazines - \$0.10/day, Videos/DVDs - \$1/day, Lost items - replacement cost + 10% processing fee	No change	
Locker Rental Fee		\$25/semester	No change	Voluntary fee to reserve a locker for a semester.
Fines		Handicap parking violation - \$100, Moving violation - \$40, Other offenses 1st Offense - \$25 2nd Offense - \$50 3rd Offense - \$100	No change	Other offenses include, but are not limited to, housing violations, code-of-conduct violations, smoking in a non-designated area, and other parking violations.

Board Meeting Date: February 9, 2017

Proposed Minute Order #: 09-17(c)

Proposed By: Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer

Subject: Schedule of Tuition and Fees Effective Fall 2017 Semester

Background: The Texas State Technical College Board of Regents is authorized to set tuition and fees in accordance with statutory provisions. TSTC administration recommends the attached Schedule of Tuition and Fees Effective Fall 2017 Semester. The following objectives are incorporated into the proposed tuition and fee rates for the Fall 2017 semester:

- Increase combined tuition (designated and statutory) 3% across the range of tuition tiers, with a combined pricing for tier 1, tier 2, and tier 3 tuition of \$189, \$166, and \$143 per semester credit hour, respectively.
- Continue the shift in pricing structure for semester credit-hour programs from a conventional, cost-recovery model to a market-driven model that supports a comprehensive enrollment management strategy.
- Restructure the proportions of designated and statutory tuition to align pricing and funding objectives.
- Maintain competitiveness with other two-year public higher education institutions near TSTC's campuses. Combined tuition (out-of-district) and fees range from \$87 to \$362 per semester credit hour for these institutions, with an average of \$185 per semester credit hour.

Justification: These changes align TSTC's pricing with enrollment management strategies and enhance the College's financial ability to provide services and materials to students.

Additional Information: None

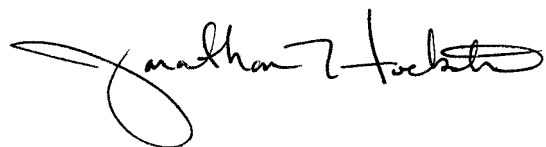
Fiscal Implications: TSTC anticipates tuition revenues will increase as a result of the tuition rate increases.

Attestation: This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

Attachment(s): Schedule of Tuition and Fees Effective Fall 2017 Semester

Recommended Minute Order: "The Board of Regents approves the Schedule of Tuition and Fees Effective Fall 2017 Semester."

Recommended By:

A handwritten signature in black ink, appearing to read "Jonathan Hoekstra". The signature is fluid and cursive, with a large loop at the beginning and a horizontal line at the end.

Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer

Board Meeting Date: February 9, 2017

Proposed Minute Order #: 10-17(c)

Proposed By: Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer

Subject: Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory,
Effective Fall 2017 Semester

Background: The Texas Legislature authorizes certain exemptions and waivers of tuition and fees. Some exemptions and waivers are mandatory. Others are optional and must be approved by the Board of Regents to be in effect.

The proposed revision to the Schedule of Tuition and Fee Exemptions and Waivers relates to the waiver for “Texas high school students enrolled in a dual credit course.”

TSTC adopted a consistent, statewide pricing structure for dual credit courses for fiscal years 2016 and 2017. This structure included an annual fee of \$50 per student in lieu of tuition to cover a portion of career pathway program costs for high school students. While this strategy was effective for aligning TSTC’s pricing for dual credit programs, the fee was largely insufficient and administratively burdensome to implement. In anticipation of significant growth in dual credit programs, it is necessary to evolve the pricing framework in a manner that supports the anticipated growth and diversity in dual credit delivery channels.

The administration recommends re-introduction of tuition per semester credit hour with a range of waivers, as allowed under Texas Education Code 54.216, that are applied on the basis of the related delivery channel. The attached Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory, Effective Fall 2017 supports this change.

Justification: This aligns pricing practices for dual credit courses across TSTC locations and delivery channels, while providing a sufficient return on administrative and direct program costs.

Additional Information: Certain grandfathered rates with institutions may supersede the application of standard pricing.

Fiscal Implications: The establishment of a unified pricing structure for dual enrollment students will generate sufficient net revenues to sustain and grow the program statewide.

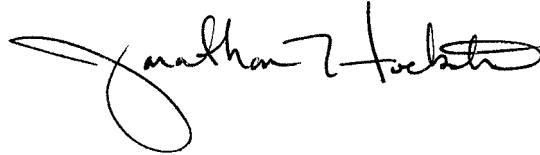
Attestation: This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

Attachment(s): Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory,
Effective Fall 2017.

**Recommended
Minute Order:**

“The Board of Regents approves the Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory, Effective Fall 2017.”

Recommended By:

A handwritten signature in black ink, appearing to read "Jonathan Hoekstra". The signature is fluid and cursive, with a large loop at the beginning and a distinct end stroke.

Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer

**SCHEDULE OF TUITION AND FEE EXEMPTIONS AND WAIVERS,
NON-MANDATORY,
Effective Fall 2015**

<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>
Citation*	Yes or No**	Targeted Population	Tuition and/or Fees Exempted/Waived	Type of Institution	Documents/Procedures
1 54.231(a), VTCA	No	Students who are from counties or parishes bordering Texas	Eligibility to register and pay resident state tuition	Institutions of higher education	Texas institution must have letter on file with The Texas Higher Education Coordinating Board (THECB) which confirms a reciprocal agreement with an institution from the other state, giving the same benefit to Texas students.
2 54.213, VTCA	No	Nonresident or foreign students receiving competitive scholarships of \$1,000 or more	Eligibility to pay resident state tuition	Institutions of higher education	Student must have competed with other students, including Texas residents; a school-recognized scholarship committee must have administered the scholarship; funds and selection must be under school's control. Eligibility for waiver is tied to time covered by scholarship: e.g., a 1-semester scholarship will provide a 1-semester waiver. Limited to 5% of the total enrollment of previous semester or academic year depending upon length of competitive scholarship.
3 54.365, VTCA	No	Senior citizens	Exemption from the payment of state tuition and designated tuition to audit a class if space is available	Institutions of higher education	Student must be 65 or older. Applies only to credit courses audited.
4 54.301, VTCA	No	Valedictorians of each accredited Texas high school	Exemption from the payment of state tuition during first two regular semesters following high school graduation	Institutions of higher education	Documentation that student was the highest ranking graduate of his/her high school. Certificate is issued by Texas Education Authority. However, a letter from the high school principal or superintendent will serve the same purpose.
5 54.216, VTCA	No	Texas high school students enrolled in a dual credit course	Waiver of all or part of state tuition and designated tuition	Institutions of higher education	Applies to state tuition and designated tuition for dual credit sections in which the Texas high school student is enrolled, as outlined in each high school dual credit agreement. Waiver percentages vary based on delivery channel outlined in each respective agreement.
6 54.5035(b), VTCA	No	Clients of Texas Dept. of Criminal Justice (TDCJ) and Texas Youth Commission (TYC Facilities)	Partial Waiver of designated tuition	Institutions of higher education	Contracts in place with applicable state agency for credit instruction.
Note: Designated Tuition is considered a "mandatory fee" for purposes of granting waivers and exemptions					
* Citations from Texas Education Code					
**Yes=TSTC is reimbursed for amount exempted or waived. No=TSTC is not reimbursed for amount exempted or waived.					

Board Meeting Date: February 9, 2017

Proposed Minute Order #: 11-17(c)

Proposed By: Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer

Subject: Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Service Charges, and Deposits, Effective Fall 2017 Semester

Background: Management proposes increasing student housing rates at Texas State Technical College in Waco. The proposed increases would support needed renovations and the purchase of furniture. TSTC campuses in Marshall and Sweetwater have experienced low occupancy rates, so management proposes decreasing the housing rates at those locations. In addition, the Waco campus seeks to modify its pet policy to prohibit pets in order to reduce future repair costs due to pet damage.

Justification: The following factors support the proposal to raise student housing rates at TSTC in Waco:

- Rate increases are necessary to support funding for needed maintenance, repair, and renovations including beds, furniture, HVAC units, flooring, etc.
- The Waco rate structure provides flexibility for a phased renovation schedule, matching increased rates with renovated properties as they come online.
- Occupancy levels have remained high and a waiting list presently exists for these units.
- Renovations to the single-student units are necessary to make units competitive with other housing providers and suitable for TSTC's students.
- The proposed rates for the Waco units remain affordable and competitive for pricing in the region.

Historically low occupancy rates in Marshall and Sweetwater indicate that rate reductions may stimulate enrollment and occupancy.

Prohibiting pets in Waco housing will reduce future repair costs due to pet damages.

Additional Information: None

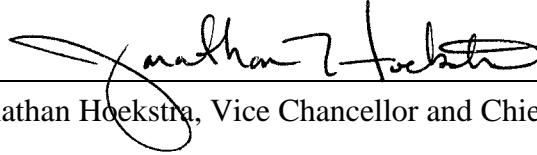
Fiscal Implications: Maintains fiscal equilibrium of housing operations.

Attestation: This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

Attachment(s): Schedule of Student and Family Housing Rental Rates, Service Charges, and Deposits Effective Spring 2017 Semester

Recommended Minute Order: “The Board of Regents approves the Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Service Charges, and Deposits Effective Fall 2017 Semester.”

Recommended By:

A handwritten signature in black ink, appearing to read "Jonathan Hoekstra", is written over a horizontal line.

Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer

Campus	Description	Fall 2016	Fall 2017
Harlingen	Single Student Housing		
	A/C Block Brick (Bldg. A-D,G) 2 Bedroom Apartments Double Occupancy per Bedroom per Student	\$805 semester	No Change
	A/C Block Brick (Bldg. A-D, G) (Renovated FY 15 or Later) 2 Bedroom Apartments Double Occupancy per Bedroom per Student	\$955 semester	No Change
	A/C Brick Veneer (Renovated in FY 16 or later) Efficiency Dorms w/Microwave & Refrigerator or w/Kitchenette Double Occupancy per Student	\$1,025 semester	No Change
	A/C Brick Veneer Efficiency Dorms w/Microwave & Refrigerator or w/Kitchenette Double Occupancy per Student	\$875 semester	No Change
	Family Housing		
	A/C Block Brick (Bldg. E,F) 2 Bedroom Apartments	\$755 monthly	No Change
	Deposit (All Except Staff Housing)	\$150	No Change
	Moving Charge* (All Except Staff Housing)	\$50	No Change
	<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>		
	Lost Key Charge - Outside door Lost Key Charge - Closet door	\$30 \$3	No Change

Campus	Description	Fall 2016	Fall 2017
Marshall	Single Student Housing		
	A/C Block Brick (Bldg. A-H) 2 Bedroom Apartments		
	Single Occupancy per Bedroom per Student, Furnished	\$1,399 per semester	\$1,330 per semester
	Single Occupancy per Bedroom per Student, Unfurnished	\$1,260 per semester	\$1,200 per semester
	4 Bedroom Apartments		
	Single Occupancy per Bedroom per Student, Furnished	\$1,205 per semester	\$1,145 per semester
	Single Occupancy per Bedroom per Student, Unfurnished	\$1,085 per semester	\$1,030 per semester
	Deposit	\$150	No Change
	Moving Charge*	\$50	No Change
	<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>		
	Lost Key Charge - Outside door	\$10	\$30

Campus	Description	Fall 2016	Fall 2017
Sweetwater	Single Student Housing		
	WASP, Rolling Pains and Avenger Apartments, 4 per suite, 2 per bedroom and weekday meal plan, 15 meals per week (Mon.-Fri.)	\$2,640 semester	\$2,510 semester
	Cedar, Pecan, Oak and Mesquite Lodges, 2 per suite, 1 per bedroom and weekday meal plan, 15 meals per week (Mon.-Fri.)	\$2,765 semester	\$2,625 semester
	Bluebonnet Hall, 2 per suite, 1 per bedroom and weekday meal plan, 15 meals per week (Mon.-Fri.)	\$2,765 semester	\$2,625 semester
	Vocational or Associate Degree Nursing Studies - WASP, Rolling Plains and Avenger Apartments, 4 per suite, 2 per bedroom and weekday meal plan, 150 meals per semester (Mon.-Fri.)	\$2,365 semester	\$2,245 semester
	Vocational or Associate Degree Nursing Studies - Cedar, Pecan, Oak and Mesquite Lodges, 2 per suite, 1 per bedroom and weekday meal plan, 150 meals per semester (Mon.-Fri.)	\$2,490 semester	\$2,365 semester
	Vocational or Associate Degree Nursing Studies - Bluebonnet Hall, 2 per suite, 1 per bedroom and weekday meal plan, 150 meals per semester (Mon.-Fri.)	\$2,490 semester	\$2,365 semester
	Application Fee Per person over 17 years old	\$20	No Change
	Deposit	\$150	No Change
	Cleaning Fee	\$75 per period rental	No Change
	Internet Charge (optional)		No Change
	Moving Charge*	\$50	No Change
	<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>		
	Lost Key Charge - Outside Door	\$50	No Change

Campus	Description	Fall 2016	Fall 2017
Waco	Single Student Housing		
	Red River Apartments		
	Air Conditioned, 2 bedrooms		
	Double Occupancy	\$1,285 semester	\$1,320 semester
	Single Occupancy	\$1,670 semester	\$1,720 semester
	Residence Hall (Lavaca)		
	Air Conditioned, Room		
	Single Occupancy	\$1,440 semester	\$1,440 semester
	Application Fee	\$20	\$20
	Deposit	\$150	\$150
	Lavaca Internet Charge (optional)	\$60 semester	\$60 semester
	Moving Charge*	\$50	\$50
	<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>		
	Lost Key Charge - Outside door	\$30	\$30
	Family Housing		
	Housing-Wood Frame		
	2 Bedroom Duplex		
	Student	\$405 monthly	\$425 monthly
	Education Related	\$485 monthly	\$510 monthly
	Other	\$570 monthly	\$600 monthly
	3 Bedroom Duplex		
	Student	\$445 monthly	\$470 monthly
	Education Related	\$525 monthly	\$550 monthly
	Other	\$605 monthly	\$635 monthly
	2 Bedroom Single		
	Student	\$420 monthly	\$440 monthly
	Education Related	\$540 monthly	\$570 monthly
	Other	\$590 monthly	\$620 monthly
	3 Bedroom Single		
	Student	\$480 monthly	\$505 monthly
	Education Related	\$560 monthly	\$590 monthly
	Other	\$630 monthly	\$660 monthly
	4 Bedroom Single		
	Student	\$515 monthly	\$540 monthly
	Education Related	\$595 monthly	\$625 monthly
	Other	\$665 monthly	\$700 monthly
	Housing-Brick Veneer		
	3 Bedroom Small		
	Student	\$570 monthly	\$590 monthly
	Education Related	\$650 monthly	\$670 monthly
	Other	\$715 monthly	\$750 monthly
	4 Bedroom Small		
	Student	\$595 monthly	\$615 monthly
	Education Related	\$675 monthly	\$695 monthly
	Other	\$745 monthly	\$780 monthly
	3 Bedroom Large		

Campus	Description	Fall 2016	Fall 2017
	Student Education Related Other	\$595 monthly \$675 monthly \$745 monthly	\$615 monthly \$695 monthly \$780 monthly
	4 Bedroom Large Student Education Related Other	\$630 monthly \$710 monthly \$770 monthly	\$650 monthly \$730 monthly \$810 monthly
	4 Bedroom Extra Large Education Related Other	\$730 monthly \$805 monthly	\$750 monthly \$845 monthly
	Family Housing (Renovated in FY 2010 or Later)		
	Housing-Wood Frame		
	2 Bedroom - Duplex Student Education Related Other	\$500 monthly \$580 monthly N/A	\$515 monthly \$600 monthly N/A
	3 Bedroom - Duplex Student Education Related Other	\$545 monthly \$630 monthly N/A	\$560 monthly \$650 Monthly N/A
	3 Bedroom Single Student Education Related Other	\$580 monthly \$665 monthly N/A	\$600 monthly \$685 monthly N/A
	4 Bedroom Single Student Education Related Other	\$615 monthly \$700 monthly N/A	\$635 monthly \$720 monthly N/A
	Housing-Brick Veneer		
	3 Bedroom Small Student Education Related Other	\$625 monthly \$760 monthly N/A	\$645 monthly \$780 monthly N/A
	3 Bedroom Large Student Education Related Other	\$650 monthly \$785 monthly N/A	\$670 monthly \$810 monthly N/A
	4 Bedroom Small Student Education Related Other	\$650 monthly \$785 monthly N/A	\$670 monthly \$810 monthly N/A
	4 Bedroom Large Student Education Related Other	\$675 monthly \$820 monthly N/A	\$695 monthly \$845 monthly N/A
	4 Bedroom Extra Large Education Related Other	\$840 monthly N/A	\$865 monthly N/A

Campus	Description	Fall 2016	Fall 2017
	Application Fee Per Person over 17 years old	\$20	\$20
	Deposit	Equal to One month's Rent	Equal to One month's Rent
	Transfer Charge	\$250	\$250
	Pet Fee (non-refundable)	\$300 per pet (maximum 2)	No Pets in Housing
	Pet Deposit (refundable)	N/A	No Pets in Housing
	Lost Key Charge - Outside door	\$30	\$30
	Moving Charge*		
	Length of Residency		
	Less than 12 months	Not Allowed	Not Allowed
	At least 12 months, but less than 24 months	\$250	\$250
	24 months or more	\$250	\$250
	*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.		



Board Meeting Date: February 9, 2017

Proposed Minute Order #: 12-17(c)

Proposed By: Jonathan A. Hoekstra, Vice Chancellor & Chief Financial Officer

Subject: Increase 2017 Budget for Faculty Salary Increases

Background: In Fiscal Year 2017 additional measures are being taken to align and enhance the compensation practices for faculty. These measures include raising compensation for all faculty and aligning significant market differences. A budget change is requested to facilitate these transactions.

Justification: Statewide Operating Standard FA.1.4, Budget-Annual preparation and Maintenance, require Board of Regents approval for certain levels of Requests for Budget Changes.

Additional Information: Current year tuition revenues have exceeded original estimates and will be used to fund this increase.

Fiscal Implications: Funds are available when changes are approved

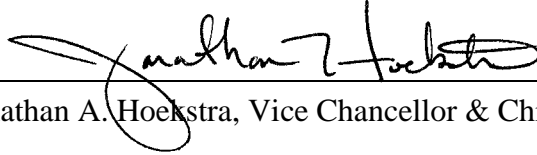
Attestation: This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

Attachment(s): Budget Change 2017-All-622-FAB-EBC4

Recommended Minute Order: “The Board of Regents approves the following Request for Budget Change totaling \$1,712,640 for Fiscal Year 2017:

TSTC Abilene	\$ 102,758
TSTC East Williamson County	\$ 68,506
TSTC Fort Bend	\$ 119,885
TSTC Harlingen	\$ 633,677
TSTC Marshall	\$ 17,126
TSTC Waco	\$ 685,056
TSTC Sweetwater	\$ 85,632.”

Recommended By:

A handwritten signature in black ink, appearing to read "Jonathan A. Hoekstra", is written over a horizontal line.

Jonathan A. Hoekstra, Vice Chancellor & Chief Financial Officer

February 1, 2017

Mr. Michael Reeser
Chancellor
Texas State Technical College
3801 Campus Drive
Waco, Texas 76705

RE: Concept to Lease up to 400 Acres on the TSTC Waco Airport.

Dear Chancellor Reeser:

As requested, I have reviewed the proposed Minute Order regarding the concept to lease up to 400 acres of the TSTC Waco Airport and have considered its legal ramifications.

As is described in the Minute Order, TSTC is seeking to lease land on TSTC's Waco Airport in order to utilize the space for training and education. The project appears to be of enormous benefit to the College as well as to our students, and is expected to result in significant employment opportunities for our students and our community.

The lease is anticipated to result in annual lease income to the College between \$1.5 million and \$2 million.

I do not perceive any legal obstructions to this project, which appears to dovetail nicely into the mission of TSTC.

If you have any questions or need additional information, please advise.

Respectfully submitted,



Ray Rushing

cc: Jonathan Hoekstra, Chief Financial Officer

Board Meeting Date: February 9, 2017

Proposed Minute Order #: 14-17(c)

Proposed By: Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer

Subject: Negotiate a Ground Lease for up to 400 Acres on the TSTC Waco Airport

Background: Included within the footprint of the campus at Texas State Technical College in Waco is the TSTC Waco Airport. The land contained within and surrounding the airport is integral to the region's economic development plans and is marketed as such when recruiting industry to the area.

The parking apron for the TSTC Waco Airport covers approximately 3 million square feet while over 400 acres remains available for commercial development. The airport has two parallel runways for simultaneous arrivals and departures and is served 24/7 by FAA certified controllers. The primary runway is an all-weather, asphalt runway which has been stressed to handle wide-bodied jets weighing up to 450,000 pounds. On-site support services include full fuel service, Automated Weather Observation System and state-of-the-art Aircraft Rescue and Fire Fighting unit.

Justification: Negotiating a ground lease could provide additional cash flow for the College's airport operations with infrastructure investments made in connection with the lease on unutilized acreage within the airport fence.

Tenants within the airport industry have historically provided benefits to our students via internships and scholarship opportunities. Prospective tenants would operate in industries that likely align with many educational programs presently provided at the College (i.e., aviation, electrical engineering, graphics, computer science, and computer engineering). Lastly, tenants would likely fulfill economic development objectives described with the mission statement of the College.

Additional Information: None

Fiscal Implications: Anticipated annual lease income and investment in airport facilities

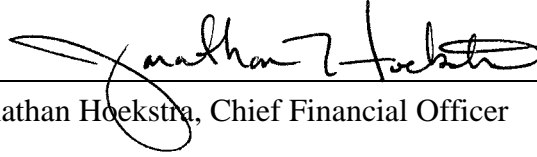
Attestation: This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

Attachment(s): None

**Recommended
Minute Order:**

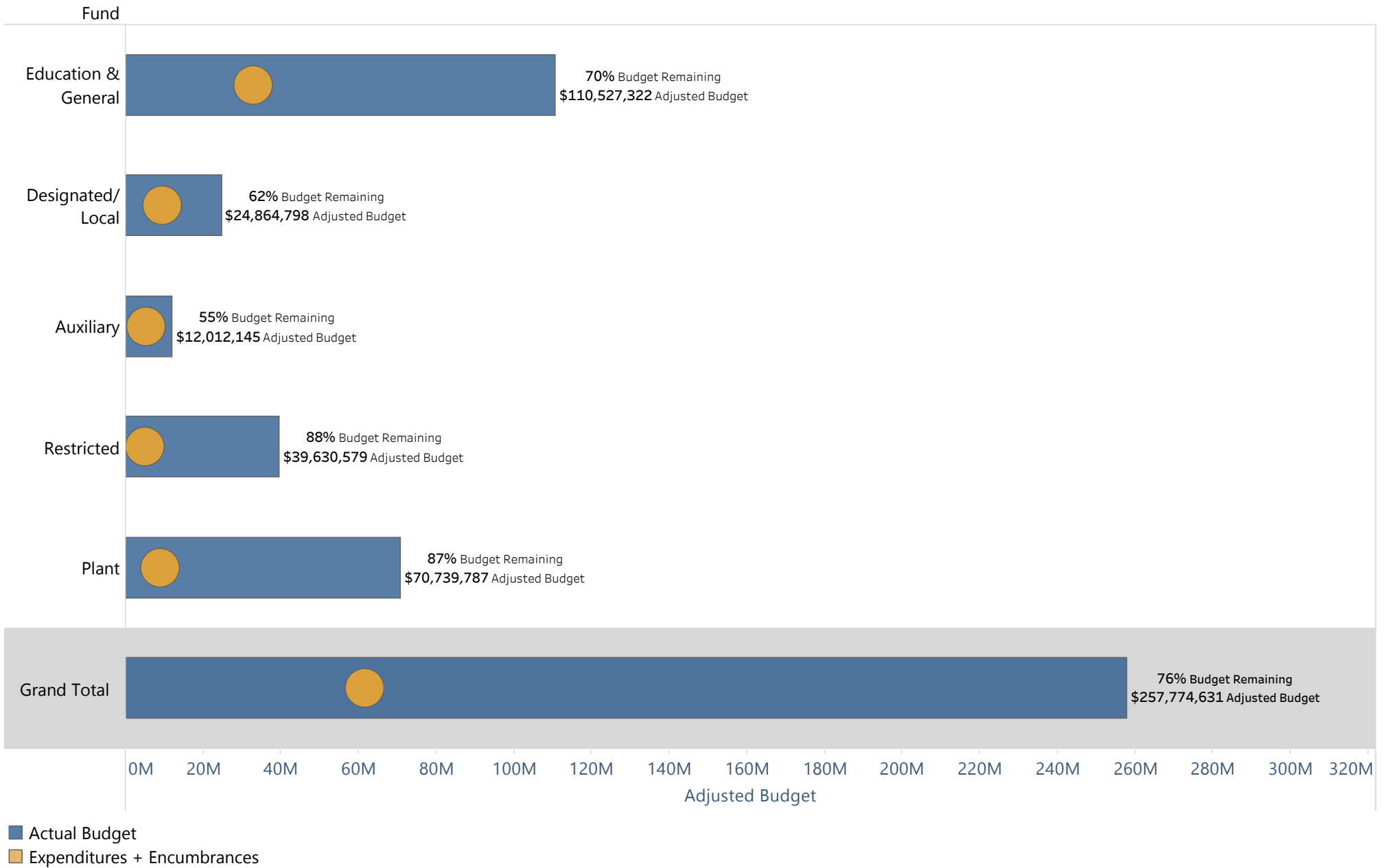
“The Board of Regents approves the Concept to Negotiate a Ground Lease for up to 400 Acres on the TSTC Waco Airport.”

Recommended By:

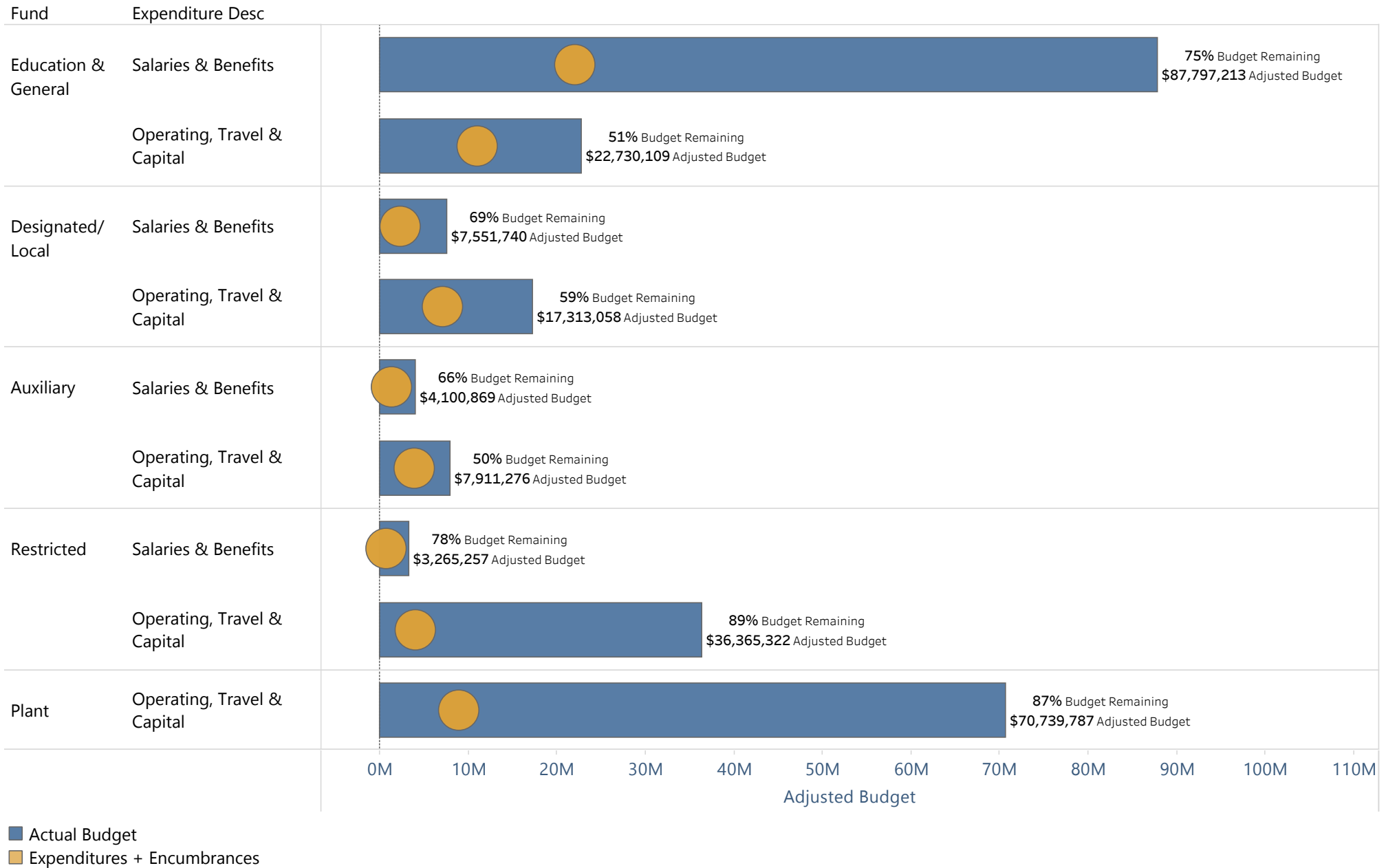
A handwritten signature in black ink, appearing to read "Jonathan Hoekstra", is written over a horizontal line.

Jonathan Hoekstra, Chief Financial Officer

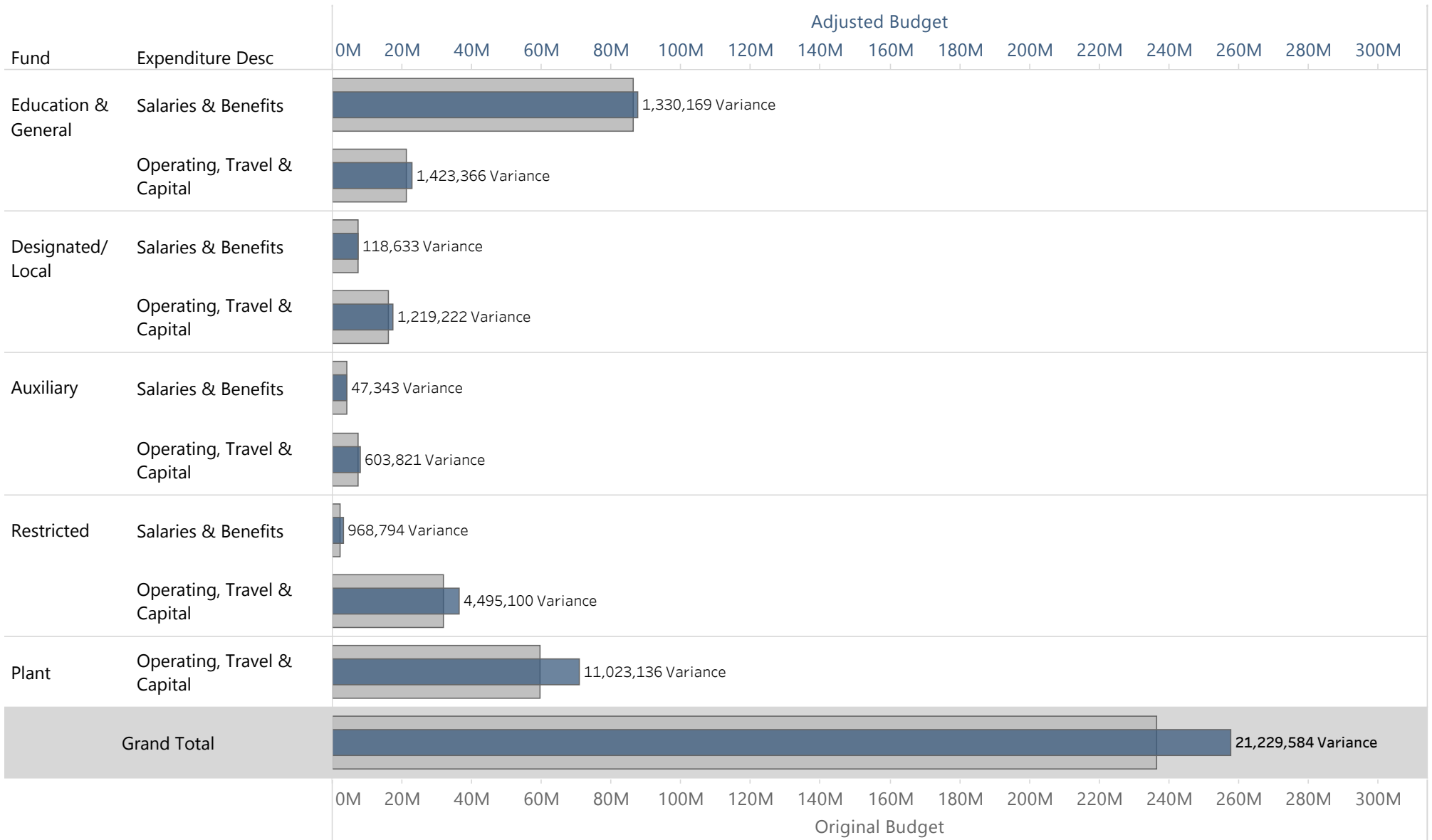
Texas State Technical College
Comparison of Budget to Expenditures and Encumbrances
Sept. 1, 2016 - December 31, 2016



Texas State Technical College
Comparison of Budget to Expenditures and Encumbrances
Sept. 1, 2016 - December 31, 2016



Texas State Technical College
Variance of Adjusted Budget to Original Budget
Sept. 1, 2016 - December 31, 2016



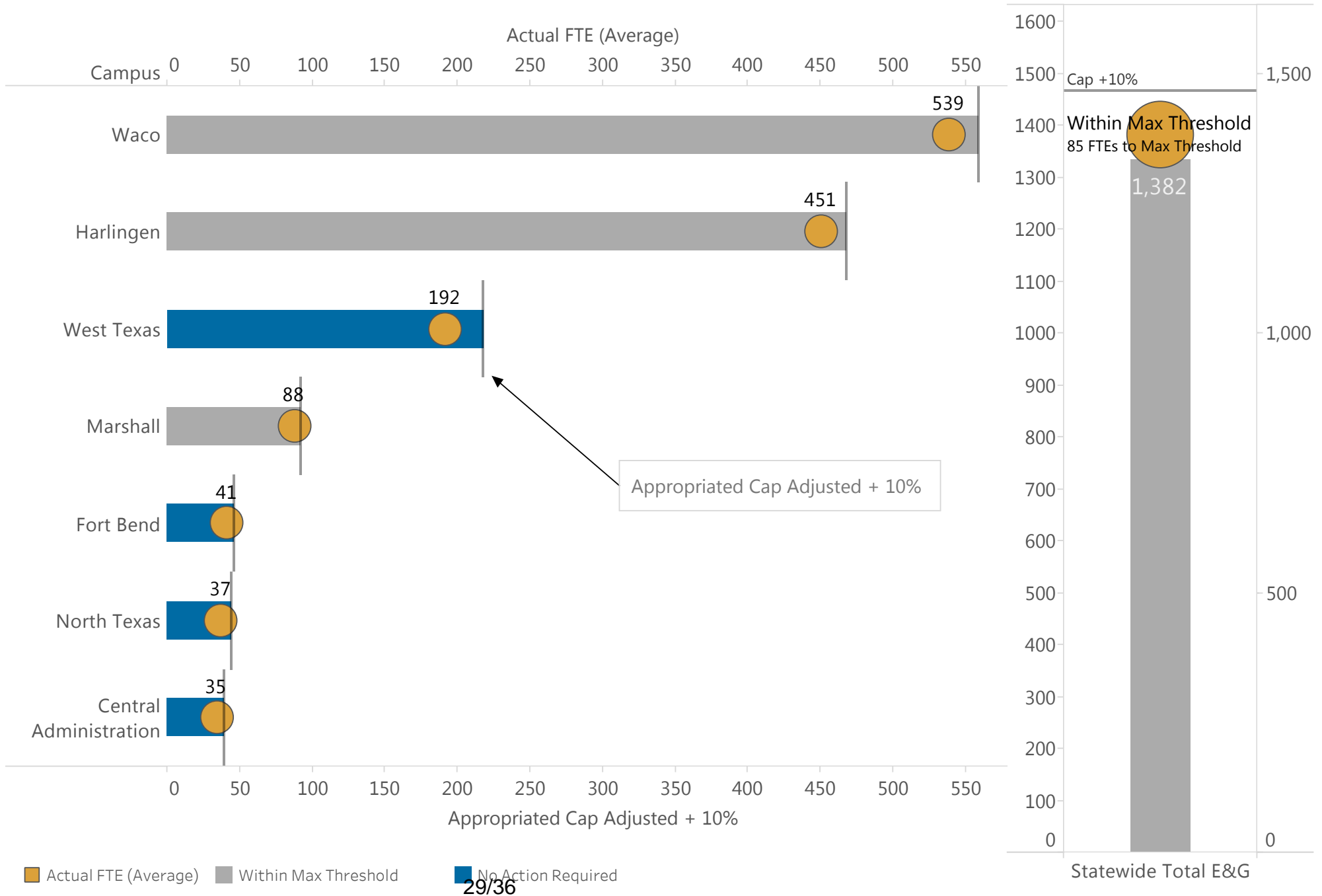
Texas State Technical College
Comparison of Budget to Expenditures and Encumbrances
Sept. 1, 2016 - December 31, 2016

Fund	Obj Category (group)	Orig Budget	Actual Budget	Expenditures	Encumbrances	Budget Remaining	% Remaining
Education & General	Salaries & Benefits	86,467,044	87,797,213	21,989,098	3	65,808,112	75%
	Operating, Travel & Capital	21,306,743	22,730,109	4,210,878	6,830,338	11,688,893	51%
	Total	107,773,787	110,527,322	26,199,976	6,830,341	77,497,005	70%
Designated/ Local	Salaries & Benefits	7,433,107	7,551,740	2,316,008	3,907	5,231,825	69%
	Operating, Travel & Capital	16,093,836	17,313,058	3,338,891	3,798,092	10,176,075	59%
	Total	23,526,943	24,864,798	5,654,899	3,801,999	15,407,900	62%
Auxiliary	Salaries & Benefits	4,053,526	4,100,869	1,350,361	48,728	2,701,779	66%
	Operating, Travel & Capital	7,307,455	7,911,276	1,863,562	2,113,048	3,934,665	50%
	Total	11,360,981	12,012,145	3,213,924	2,161,777	6,636,445	55%
Restricted	Salaries & Benefits	2,296,463	3,265,257	712,562	0	2,552,695	78%
	Operating, Travel & Capital	31,870,222	36,365,322	2,982,788	1,114,970	32,267,564	89%
	Total	34,166,685	39,630,579	3,695,350	1,114,970	34,820,259	88%
Plant	Operating, Travel & Capital	59,716,651	70,739,787	8,146,112	746,271	61,847,404	87%
	Total	59,716,651	70,739,787	8,146,112	746,271	61,847,404	87%
Grand Total		236,545,047	257,774,631	46,910,261	14,655,357	196,209,014	76%

Texas State Technical College

State Appropriated Employees-Full Time Equivalent

FY 2017 - As of 11/30/2016



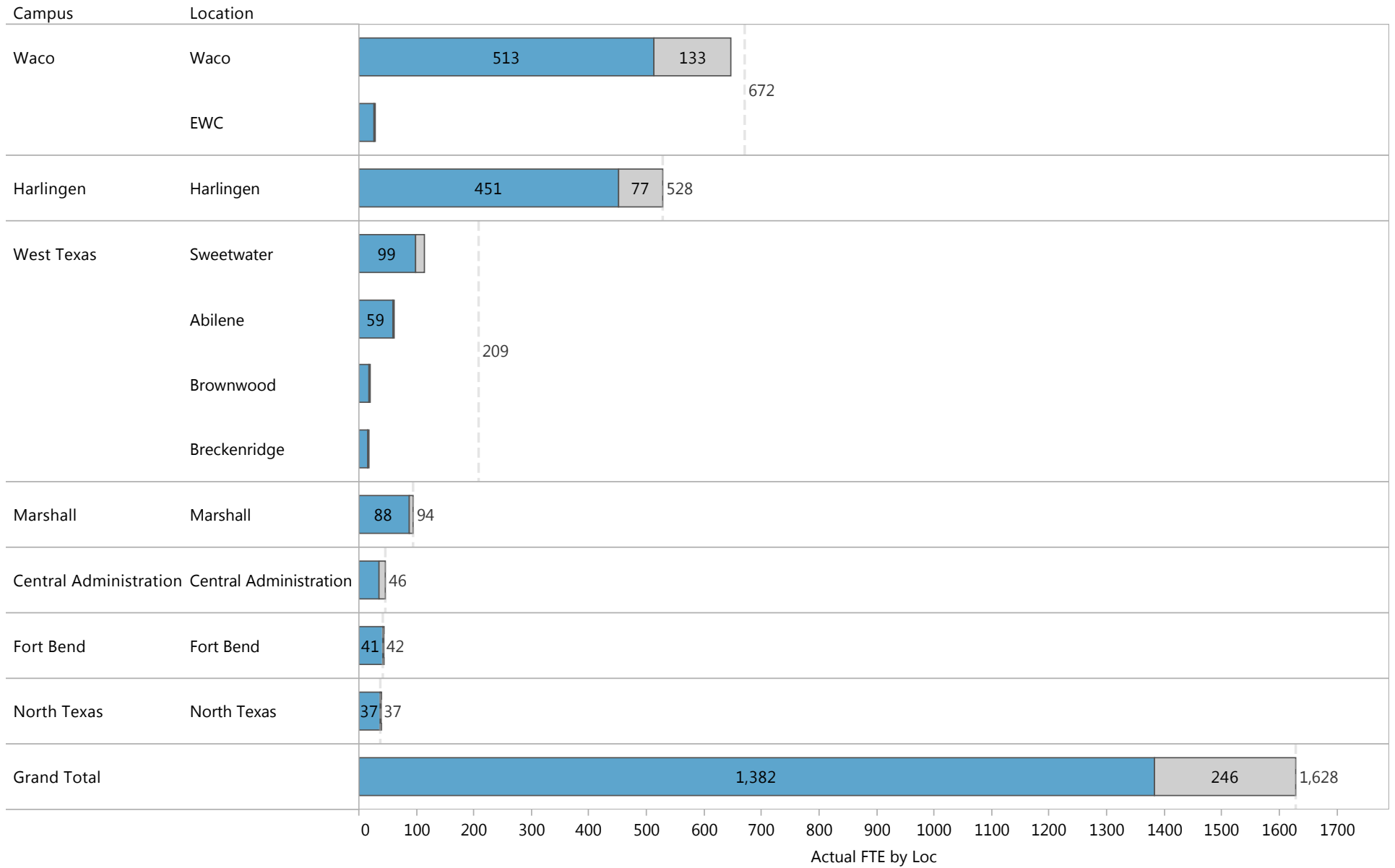
Texas State Technical College
State Appropriated - Full Time Equivalent Transfers
FY 2017 - 11/30/2016

Campus	Appropriated Cap	Transfer (FBC)	Transfer (NTX)	Appropriated Cap Adjusted
Waco	546	-38	0	508
Harlingen	425	0	0	425
West Texas	198	0	0	198
Central Administration	70	-4	-30	36
Marshall	94	0	-10	84
Fort Bend	0	42	0	42
North Texas	0	0	40	40
Grand Total	1,334	0	0	1,334

Texas State Technical College

FTEs by Location and Fund Source Percentage

As of 11/30/2016



Fund Source
■ Appropriated ■ Other

Texas State Technical College

FTEs by Location by Fund Source

As of 11/30/2016

Campus	Location	Appropriated	Other	Grand Total
Waco	Waco	513	133	646
	EWC	26	0	26
Harlingen	Harlingen	451	77	528
West Texas	Abilene	59	2	61
	Breckenridge	16	0	16
	Brownwood	18	0	18
	Sweetwater	99	15	114
Marshall	Marshall	88	6	94
Central Admini..	Central Administration	35	12	46
Fort Bend	Fort Bend	41	1	42
North Texas	North Texas	37	0	37
Grand Total		1,382	246	1,628

TEXAS STATE TECHNICAL COLLEGE

PLEDGED COLLATERAL REPORT

November 30, 2016

A	B	C	D	E	F	G	H	I
	PORTFOLIO				SECURITY ON DEPOSITS			
DEPOSITORY-LOCATION	REGULAR DEMAND DEPOSITS	INTEREST BEARING DEMAND DEPOSITS	TIME DEPOSITS	TOTAL DEPOSITS AND INVESTMENTS	SIPC/FDIC** COVERAGE	REQUIRED COLLATERAL	COLLATERAL AT MARKET VALUE October	SUFFICIENT (INSUFFICIENT)
1 BANK OF AMERICA - WACO	-	-	10,000	10,000	10,000	-	-	-
2 BRECKENRIDGE INTERBANK	-	229,302	-	229,302	229,302	-	-	-
3 CAPITAL ONE BANK - MARSHALL	-	-	2,104	2,104	2,104	-	-	-
4 CITIZENS NATIONAL BANK - RED OAK	-	119,806	-	119,806	119,806	-	-	-
5 COMPASS BANK - WACO	-	-	501,962	501,962	250,000	251,962	1,250,000	998,038
6 ELSA STATE BANK & TRUST COMPANY	-	-	131,438	131,438	131,438	-	-	-
7 EXTRACO BANKS N. A.	-	-	245,000	245,000	245,000	-	-	-
8 FIRST COMMUNITY BANK - SAN BENITO	-	-	40,121	40,121	40,121	-	53,784	53,784
9 FIRST NATIONAL BANK ALBANY / BRECKENRIDGE	-	-	199,215	199,215	199,215	-	-	-
10 FIRST NATIONAL BANK OF CENTRAL TX- WACO	10	8,395,246	4,184,525	12,579,781	500,000	12,079,781	12,487,493	407,712
11 FROST NATIONAL BANK	45,943	2,283,557	-	2,329,500	250,000	2,079,500	4,536,251	2,456,751
12 GUARANTY BANK & TRUST (FORMERLY GUARANTY BOND BK)	-	-	2,212	2,212	2,212	-	-	-
13 LIBERTY BANK - FORT WORTH	-	-	10,000	10,000	10,000	-	-	-
14 MILLS COUNTY STATE BANK	-	-	200,000	200,000	200,000	-	-	-
15 PROSPERITY BANK (Formerly American State Bank)	-	1,525,713	-	1,525,713	250,000	1,275,713	2,005,995	730,282
16 TEXAS BANK - BROWNWOOD	-	175,808	-	175,808	175,808	-	-	-
17 TEXAS BANK & TRUST - LONGVIEW	5,304	444,854	157,415	607,573	407,415	200,158	1,635,760	1,435,602
18 TEXAS NATIONAL BANK - SWEETWATER	1	2,381,832	-	2,381,833	250,000	2,131,833	3,321,977	1,190,144
19	51,258	15,556,118	5,683,992	21,291,368	3,272,421	18,018,947	25,291,260	7,272,313
20 TEXASTERM - TRB Bonds*			9,015,278	9,015,278	N/A	N/A	N/A	N/A
21 TEXASTERM - HEAF Bonds*			9,516,127	9,516,127	N/A	N/A	N/A	N/A
22 TEXPOOL - TOTAL* (Other & TRB Bonds)			18,280,272	18,280,272	N/A	N/A	N/A	N/A
23 TEXPOOL - OTHER *			1	1	N/A	N/A	N/A	N/A
24 TEXPOOL - LOCAL REV BOND PROCEEDS SER 11A *			1	1	N/A	N/A	N/A	N/A
25 TEXPOOL - TOTAL* (Other & HEAF Bonds)			13,950,889	13,950,889	N/A	N/A	N/A	N/A
26			50,762,568	50,762,568				
27 TOTAL	51,258	15,556,118	56,446,560	72,053,936	3,272,421	18,018,947	25,291,260	7,272,313

* No collateral required.

** Securities Investment Protection Corp/Federal Deposit Insurance Corp. The current FDIC coverage for demand deposit accounts is \$250,000 per owner and is \$250,000 for time and savings accounts per owner.

TEXAS STATE TECHNICAL COLLEGE
QUARTERLY INVESTMENTS REPORT
November 30, 2016

A	B	C	D	E	F	G	H	I	J	K	L
DEPOSITORY-LOCATION		REGULAR DEMAND DEPOSITS	INTEREST BEARING DEMAND DEPOSITS	TIME DEPOSITS & SHORT TERM INVESTMENTS	TOTAL DEPOSITS AND INVESTMENTS	MATURITY DATE	RATE	ACCOUNT TYPE	CAMPUS	FUND NO.	DAYS MAT
1 Bank of America - Waco Total				10,000	10,000	08/10/17	0.05%		Waco	5	365
2 Breckenridge InterBank Total			229,302		229,302		0.25%	Operating	Breck		
3 Capital One Bank - Marshall Total				2,104	2,104	02/08/17	0.05%		Marshall	5	366
4 Citizens National Bank - Red Oak			119,806		119,806		0.10%	Operating	North TX	9	
5 Compass Bank - Waco				339,105	339,105	MMKT	0.25%		Harl	3	
6				162,857	162,857	MMKT	0.25%		Harl	8	
7 Compass Bank - Waco Total		0	0	501,962	501,962						
8 Elsa State Bank & Trust Co.				131,438	131,438	10/05/17	0.65%		Harl	6	365
9 Extraco Banks N. A.				245,000	245,000	08/02/17	1.00%		Waco	4	365
10 First Community Bank- San Benito				40,121	40,121	06/18/17	0.50%		Harl	6	365
11 First National Bank, Albany/Breckenridge				65,000	65,000	04/06/17	0.75%		Breck	5	365
12				100,000	100,000	04/14/17	0.75%		Swee	4	365
13				34,215	34,215	04/14/17	0.75%		Abilene	5	365
14 First National Bank, Albany/Breck Total		0	0	199,215	199,215						
15 First National Bank of Central TX, Waco			2,003,356		2,003,356		0.25%	Operating	Waco		
16			1,309,560		1,309,560		0.25%	Bookstore	Waco		
17	10				10		0.00%	Fed Funds	Waco		
18			320,125		320,125		0.25%	Café	Waco		
19			132,329		132,329		0.25%	Operating	System Op		
20			1,149,490		1,149,490		0.25%	HEAF	System Op		
21			1,965,654		1,965,654		0.25%	Bond Proceeds	System Op		
22			1,508,988		1,508,988		0.25%	TRB	System Op		
23			5,744		5,744		0.25%	Bond Proceeds	System Op		
24				884,000	884,000	04/05/17	0.85%	Payroll	System Op	8	365
25				250,000	250,000	06/17/17	0.85%	Corp Col On-Line	System Op	4	365
26				250,000	250,000	07/05/17	0.85%		Waco	3	365
27				250,000	250,000	08/03/17	0.85%		Waco	3	365
28				1,604,676	1,604,676	MMKT	0.60%		Waco	4	
29				87,799	87,799	MMKT	0.60%		System Op	8	
30				858,050	858,050	MMKT	0.60%		Waco	3	
31 FNB of Central TX Total		10	8,395,246	4,184,525	12,579,781						
32 Frost Bank		45,893			45,893		0.00%	Operating	Fort Bend		
33			2,283,557		2,283,557		0.01%	Operating	Harl		
34		50			50		0.00%	Financial Aid	Harl		
35 Frost Bank Total		45,943	2,283,557	0	2,329,500						
36 Guaranty Bank & Trust (Formerly Guaranty Bond Bank)				2,212	2,212	02/13/17	0.65%		Marshall	5	366
37 Liberty Bank-N. Richland Hills Total				10,000	10,000	09/07/18	0.75%		Waco	5	731
38 Mills County State Bank				200,000	200,000	01/17/17	0.47%		Swee	4	366

TEXAS STATE TECHNICAL COLLEGE
QUARTERLY INVESTMENTS REPORT
November 30, 2016

	A	B	C	D	E	F	G	H	I	J	K	L
	DEPOSITORY-LOCATION		REGULAR DEMAND DEPOSITS	INTEREST BEARING DEMAND DEPOSITS	TIME DEPOSITS & SHORT TERM INVESTMENTS	TOTAL DEPOSITS AND INVESTMENTS	MATURITY DATE	RATE	ACCOUNT TYPE	CAMPUS	FUND NO.	DAYS MAT
39	Prosperity Bank (Formerly American State Bank-Abilene)			1,525,713		1,525,713		0.20%	Operating	Abilene		
40	Texas Bank- Brownwood Total			175,808		175,808		0.02%	Operating	Swee		
41	Texas Bank and Trust - Longview			444,854		444,854		0.10%	Operating	Marshall		
42		5,304				5,304		0.00%	Fed Funds	Marshall		
43					36,676	36,676	06/06/17	0.75%		Marshall	5	365
44					55,749	55,749	01/25/17	0.80%		Marshall	5	366
45					15,716	15,716	03/06/17	0.75%		Marshall	5	365
46					5,809	5,809	06/28/17	0.75%		Marshall	5	365
47					43,465	43,465	10/29/17	0.50%		Marshall	5	365
48	Texas Bank and Trust Total		5,304	444,854	157,415	607,573						
49	Texas National Bank- Sweetwater			2,065,750		2,065,750		0.18%	Operating	Swee		
50				316,082		316,082		0.18%	BkStore Cr Crd	Swee		
51		1				1		0.00%	Financial Aid	Swee		
52	Texas National Bank Total		1	2,381,832	0	2,381,833						
53	TexasTerm - Ser 2016 TRB Bond Proceeds		0	0	4,006,790	4,006,790		0.45%		Fort Bend	8	
54	TexasTerm - Ser 2016 TRB Bond Proceeds		0	0	1,001,698	1,001,698		0.45%		Harlingen	8	
55	TexasTerm - Ser 2016 TRB Bond Proceeds		0	0	4,006,790	4,006,790		0.45%		Abilene	8	
56	TexasTerm TRB Bonds - Total		0	0	9,015,278	9,015,278						
57	TexasTerm - Ser 2016 HEAF Bond Proceeds		0	0	5,509,337	5,509,337		0.45%		Waco	8	
58	TexasTerm - Ser 2016 HEAF Bond Proceeds		0	0	4,006,790	4,006,790		0.45%		Harlingen	8	
59	TexasTerm HEAF Bonds - Total		0	0	9,516,127	9,516,127						
60	TexPool - Other Total		0	0	1	1		0.40%		System Op	8	
61	TexPool - Ser 2016 TRB Bond Proceeds		0	0	8,145,956	8,145,956		0.40%		Fort Bend	8	
62	TexPool - Ser 2016 TRB Bond Proceeds		0	0	2,507,751	2,507,751		0.40%		Harlingen	8	
63	TexPool - Ser 2016 TRB Bond Proceeds		0	0	7,621,629	7,621,629		0.40%		Abilene	8	
64	TexPool - Ser 2016 TRB Bond Proceeds		0	0	4,935	4,935		0.40%		North TX	8	
65	TexPool - Total		0	0	18,280,272	18,280,272						
66	TexPool - Other Total		0	0	1	1		0.40%		Waco	8	
67	TexPool Loc Rev Bd Proceeds Ser 11A Total		0	0	1	1		0.40%		Harl	8	
68	TexPool - Other Total		0	0	1	1		0.40%		System Op	4	
69	TexPool - Ser 2016 HEAF Bond Proceeds		0	0	7,016,350	7,016,350		0.40%		Waco	8	
70	TexPool - Ser 2016 HEAF Bond Proceeds		0	0	3,657,434	3,657,434		0.40%		Harlingen	8	
71	TexPool - Ser 2016 HEAF Bond Proceeds		0	0	2,128,958	2,128,958		0.40%		Swee	8	
72	TexPool - Ser 2016 HEAF Bond Proceeds		0	0	1,148,146	1,148,146		0.40%		Marshall	8	
73	TexPool - Total		0	0	13,950,889	13,950,889						
74	TOTAL ALL INVESTMENTS		51,258	15,556,118	56,446,560	72,053,936						

TEXAS STATE TECHNICAL COLLEGE
QUARTERLY INVESTMENTS REPORT
November 30, 2016

	A	B	C	D	E	F	G	H	I	J	K	L
	DEPOSITORY-LOCATION	FUND NO.	REGULAR DEMAND DEPOSITS	INTEREST BEARING DEMAND DEPOSITS	TIME DEPOSITS & SHORT TERM INVESTMENTS	TOTAL DEPOSITS AND INVESTMENTS	MATURITY DATE	RATE	ACCOUNT TYPE	CAMPUS	FUND NO.	DAYS MAT
75	TIME DEPOSITS BY FUND:											
76	DESIGNATED FUNDS	3			1,697,155							
77	AUXILIARY ENTERPRISES FUNDS	4			2,399,677							
78	ENDOWMENT FUNDS	5			280,946							
79	RESTRICTED FUNDS	6			171,559							
80	UNEXPENDED PLANT FUNDS	8			51,897,223							
81					56,446,560							
82	TIME DEPOSITS BY LOCATION:											
83	SYSTEM OPERATIONS				971,801							
84	WACO				16,003,414							
85	HARLINGEN				11,847,195							
86	FORT BEND				12,152,746							
87	WEST TEXAS				14,156,592							
88	MARSHALL				1,309,877							
89	NORTH TEXAS				4,935							
90					56,446,560							
91	WEIGHTED AVERAGE RATE OF INTEREST				0.44%							
92	BENCHMARK - TREASURY BOND YIELDS AS OF											
93	11-30-16 1-YEAR				0.80%							
94	WEIGHTED AVERAGE MATURITY (CD'S)				400							
95	INTEREST RECEIVED AND ACCRUED ON CASH IN BANK AND INVESTMENTS FY 17				74,152							
96	INVESTMENT ACTIVITY FY17											
97	Balance August 31, 2016				61,726,676							
98	Interest Added to Investments				60,382							
99	Time Deposits Increase (Decrease)				(445,553)							
100	TexPool Funds-Other Increase (Decrease)											
101	TexPool Funds-TRB Increase (Decrease)				(2,400,000)							
102	TexPool Funds-HEAF Bonds Increase (Decrease)				(2,400,000)							
103	TexasTerm Funds-TRB Increase (Decrease)											
104	TexasTerm Funds-HEAF Bonds Increase (Decrease)											
105	Money Market-Loc Rev Bonds Increase (Decrease)				(94,945)							
106	Money Market Funds-Other Increase (Decrease)											
107	Balance November 30, 2016				56,446,560							

* Investment Changes in September, October, and November '16

ALL INVESTMENTS ARE SHOWN AT COST. MARKET VALUE EQUALS COST DUE TO THE TYPE OF INVESTMENT.

I CERTIFY THAT THIS INVESTMENT PORTFOLIO IS IN COMPLIANCE WITH TEXAS STATE TECHNICAL COLLEGE'S POLICY ON INVESTMENTS AND THE PUBLIC FUNDS INVESTMENT ACT (TEXAS GOVERNMENT CODE, SECTION 2256).


Albert Srubar, Comptroller

1/24/17
Date


Jonathan Hoekstra, Vice Chancellor for Finance

24 Jan 2017
Date