

# Meeting of the Board of Regents

**March 10, 2022**  
**Crawford, Texas**



March 10, 2022

Mr. Curtis Cleveland, Chair  
Members of the Board of Regents  
Texas State Technical College  
Waco, Texas 76705

RE: Action Items for the Meetings of the Board of Regents on March 10, 2022

Regents:

The attached materials have been prepared for consideration by the Board of Regents of Texas State Technical College for the March 10, 2022 meetings. These materials have been reviewed and approved by the appropriate staff members as indicated.

As Chancellor of the College, I have also reviewed and approved the recommendations and submit them for whatever action the Board of Regents deems proper.

Sincerely,



Michael L. Reeser  
Chancellor & CEO

Enclosures

March 1, 2022

Mr. Curtis Cleveland, Chair  
Members of the Board of Regents  
Texas State Technical College System  
Waco, Texas 76705

SUBJECT: Quarterly Control & Compliance Attestation

Chairman and Regents:

I am providing this letter in connection with the College's preparation of quarterly Board reporting. I understand that you and the Board of Regents will rely on these reports to assist with your governance responsibilities, specifically including, but not limited to, your responsibilities to the Governor's Office, Legislative Budget Board, and the Texas Higher Education Coordinating Board.

I have reviewed sections of the Board reports relevant to my operating responsibilities and believe the disclosures are informative and reasonably reflect the underlying events and the inclusion of other information necessary to give you a materially complete picture of our operations. I hereby certify, to the best of my knowledge and belief, that the reports do not contain any untrue statement of a material fact or omit any material fact(s) necessary to make the report misleading.

I confirm that I am responsible within areas of my operating responsibility for:

- a. The design and implementation of programs and controls to prevent and detect fraud;
- b. Establishing and maintaining effective internal control over financial reporting, effective and efficient operations, and regulatory compliance;
- c. Maintaining appropriate documentation of such internal control; and
- d. Financial reports, records and supporting documentation that were properly reviewed and to my knowledge, do not contain any untrue statement of material fact or omit material facts that would result in making the information and/or documentation misleading.

I confirm, to the best of my knowledge and belief, the following representations:

1. I have no knowledge of any regulatory violations, occurrences of misstatement, fraud or suspected fraud affecting the College during the period being reviewed that has not been reported to you, our General Counsel, the Internal Audit Director, or the Audit Committee;

2. There are no contingent claims that have not been reported to our Chief Financial Officer or General Counsel; and
3. I have maintained adequate internal control over financial reporting, effective and efficient operations, and regulatory compliance within my areas of operating responsibility as of December 31, 2021, based on criteria established by prudent risk management practices.
4. There have been no changes in internal control that might negatively affect the effectiveness of such controls, including any corrective actions taken with regard to related deficiencies and weaknesses previously identified. I have resolved, or am currently in the process of resolving, all such issues identified and communicated to me during previous audits (internal or external).
5. All material transactions have been communicated to the Chief Financial Officer for recording and disclosure in the financial statements and/or Board reports.
6. The following, to the extent applicable, have been appropriately identified and communicated for proper recording and disclosure:
  - a. Related-party transactions associated with vendor relationships; and
  - b. Significant contractual obligations, or other contingent liabilities.
7. Violations or possible violations of laws or regulations whose effects should be considered for disclosure due to their level of impact have been communicated to you, our General Counsel, the Internal Audit Director, or the Audit Committee.
8. The College has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
9. Other than those previously disclosed, no events have occurred subsequent to December 31, 2021, that should be disclosed due to their impact on the financial statements, effectiveness of existing systems of control, or regulatory compliance.

Please note, no qualifying matters occurred during the period covered by this correspondence. So, this two-page letter makes up the entirety of this installment of the periodic disclosures.

Sincerely,



Michael L. Reeser  
Chancellor & CEO



**TEXAS STATE TECHNICAL COLLEGE**

**Meeting of the  
Board of Regents**  
316 Canyon Oaks Rd,  
Crawford, TX 76638

**Thursday, March 10, 2022  
10:00 am**

**AGENDA**

- I. MEETING CALLED TO ORDER**
- II. INVOCATION**
- III. DETERMINATION OF QUORUM**
- IV. ADOPTION OF AGENDA**
- V. APPROVAL OF MINUTES OF NOVEMBER 11, 2021 MEETINGS**
- VI. APPROVAL OF MINUTES OF SPECIAL MEETING FEBRUARY 10, 2022**
- VII. RECOGNITION OF GUESTS**
- VIII. PUBLIC COMMENTS**
- IX. CHANCELLOR COMMENTS**

Please note: Meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of the discussions and the reports of preceding meetings. The estimated times are approximate and may be adjusted as required with no prior notice.



## **X. COMMITTEE REPORTS & MINUTE ORDERS**

### **a. Committee for Student Learning and Student Development**

Ron Widup, Chair; Lizzy de la Garza Putegnatt, Member

#### **Committee Chair Comments**

#### **Minute Orders:**

Proposed MO#

02-22 (c) Approve Associate Degree and Certificate Programs 19  
*Jeff Kilgore*

#### **Reports:**

None.

### **b. Committee for Fiscal Affairs**

Tiffany Tremont, Chair; Ron Widup, Member

#### **Committee Chair Comments**

#### **Minute Orders:**

Proposed MO#

03-22 (c) Approve Fiscal Year 2023 Employee Holiday Schedule 22  
*Jonathan Hoekstra*

04-22 (c) Revise the Minute Order 04-13 Policy for Civil Rights Protections and Compliance 30  
*Jonathan Hoekstra*

05-22 (c) Rescind Minute Order 60-07 Policy for Employee and Dependents Education Program 31  
*Jonathan Hoekstra*

06-22 (c) Rescind the Executive Action 05-15 Policy on Institutional Integrity 32  
*Jonathan Hoekstra*

07-22 (c) Approve the Master Subscription Agreement with Salesforce.com, Inc. and any amendment, extension or renewal of the agreement 33  
*Jonathan Hoekstra*

08-22 (c)	Schedule of Charges for the Incidental Cost in Aircraft Pilot Training Technology (APTT) Effective Fall 2022	34	<i>Jonathan Hoekstra</i>
09-22 (c)	Authorize the Resolution Expressing Official Intent to Reimburse with Tax-Exempt Obligation Proceeds Costs Associated with Various Capital Improvements	36	<i>Jonathan Hoekstra</i>
10-22 (c)	Approve Budget Increase for Fiscal Year 2022	43	<i>Jonathan Hoekstra</i>
15-22 (c)	Approve the Concept of Jointly Developing an Industrial Training Facility to be Located in the Western Industrial Park of Waco, Texas with the City of Waco, McLennan County, the Waco Industrial Foundation, and The TSTC Foundation and Authorize the Chancellor to Commit up to \$1 Million in Capital Contributions Contingent on the Formal Commitment of the City of Waco, McLennan County, and the Waco Industrial Foundation		<i>Jonathan Hoekstra</i>

#### **Reports:**

1.	Budget Performance Report	45	<i>Jonathan Hoekstra</i>
2.	Pledged Collateral Report	47	<i>Jonathan Hoekstra</i>
3.	Quarterly Investment Report	48	<i>Jonathan Hoekstra</i>
4.	AFR Summary Report	50	<i>Jonathan Hoekstra</i>
5.	Quarterly Lease Report	52	<i>Jonathan Hoekstra</i>
6.	Quarterly Report for Contracts > \$1 Million	53	<i>Jonathan Hoekstra</i>

c. **Committee for Facilities**

Keith Honey, Chair; John Hatchel, Member

**Committee Chair Comments**

**Minute Orders:**

Proposed MO#

- |           |  |                           |
|-----------|--|---------------------------|
| 11-22 (c) | Authorize the Chancellor to Enter into Contracts Greater than One Million Dollars to Renovate the Electronics Center and Technical Studies Center Buildings at Texas State Technical College in Waco | 55<br><i>Rick Herrera</i> |
| 12-22 (c) | Approve the Concept to Renovate a Portion of an Existing Building at Texas State Technical College in Harlingen  | 57<br><i>Rick Herrera</i> |
| 14-22 (c) | Approve the Amended Budget to Renovate the John B. Connally Technology Center at Texas State Technical College in Waco   | <br><i>Rick Herrera</i>   |

**Reports:**

- |    |                                       |                           |
|----|---------------------------------------|---------------------------|
| 1. | Major Facility Projects Status Update | 61<br><i>Rick Herrera</i> |
|----|---------------------------------------|---------------------------|

d. **Committee for General Administration**

Pat McDonald, Chair; Tony Abad, Member

**Committee Chair Comments**

**Minute Orders:**

Proposed MO#

None.

**Reports:**

None.

**XI. CONSENT AGENDA ITEMS**

- |           |  |
|-----------|--|
| 02-22 (c) | Approve Associate Degree and Certificate Programs  |
| 03-22 (c) | Approve Fiscal Year 2023 Employee Holiday Schedule |



- 04-22 (c) Revise the Minute Order 04-13 Policy for Civil Rights Protections and Compliance
- 05-22 (c) Rescind Minute Order 60-07 Policy for Employee and Dependents Education Program
- 06-22 (c) Rescind the Executive Action 05-15 Policy on Institutional Integrity
- 07-22 (c) Approve the Master Subscription Agreement with Salesforce.com, Inc. and any amendment, extension or renewal of the agreement
- 08-22 (c) Schedule of Charges for the Incidental Cost in Aircraft Pilot Training Technology (APTT) Effective Fall 2022
- 09-22 (c) Authorize the Resolution Expressing Official Intent to Reimburse with Tax-Exempt Obligation Proceeds Costs Associated with Various Capital Improvements
- 10-22 (c) Approve Budget Increase for Fiscal Year 2022
- 11-22 (c) Authorize the Chancellor to Enter into Contracts Greater than One Million Dollars to Renovate the Electronics Center and Technical Studies Center Buildings at Texas State Technical College in Waco
- 12-22 (c) Approve the Concept to Renovate a Portion of an Existing Building at Texas State Technical College in Harlingen
- 14-22 (c) Approve the Amended Budget to Renovate the John B. Connally Technology Center at Texas State Technical College in Waco
- 15-22 (c) Approve the Concept of Jointly Developing an Industrial Training Facility to be Located in the Western Industrial Park of Waco, Texas with the City of Waco, McLennan County, the Waco Industrial Foundation, and The TSTC Foundation and Authorize the Chancellor to Commit up to \$1 Million in Capital Contributions Contingent on the Formal Commitment of the City of Waco, McLennan County, and the Waco Industrial Foundation

## **XII. UNFINISHED BUSINESS**

## **XIII. NEW BUSINESS**

## **XIV. RECESS OPEN MEETING**

**XV. CLOSED MEETING**

1. The Closed Meeting is called to Order and a Quorum is determined.
2. Consultation with Attorney (Texas Government Code, Section 551.071)
  1. Ted Donovan v. TSTC
  2. John Clark Owen v. TSTC
3. Deliberation Regarding Real Property (Texas Government Code, Section 551.072)
  1. Potential Purchase of Real Estate
4. Personnel Matters (Texas Government Code, Section 551.074)
  1. None
5. Adjourn

**XVI. OPEN MEETING RECONVENES**

**XVII. ACTION ON CLOSED MEETING**

**XVIII. CHANCELLOR COMMENTS**

**XIX. BOARD COMMENTS**

**XX. ADJOURN**

# **TEXAS STATE TECHNICAL COLLEGE**

## **Meeting of the Board of Regents**

**Texas State Technical College  
Connally Meeting & Conference Center  
1651 E. Crest Drive  
Waco, TX 76705  
and  
Teleconference  
Dial In: 415-655-0003  
Access code: 262 205 27540**

**Thursday, November 11, 2021  
9:05 a.m.**

### **AGENDA**

#### **I. MEETING CALLED TO ORDER**

The meeting of the Texas State Technical College Board of Regents was called to order at 9:30 a.m., November 11, 2021, by Chairman Cleveland.

#### **II. INVOCATION**

Jonathan Hoekstra provided the invocation.

#### **III. DETERMINATION OF QUORUM**

Members Present in Person: Curtis Cleveland, John Hatchel, Lizzy de la Garza Putegnat

Members Present via Video Conference: Pat McDonald, Tiffany Tremont, Keith Honey, Ron Widup, Kathy Powell, Tony Abad

A quorum was present and the notice of the meeting had been published.

#### **IV. ADOPTION OF AGENDA**

Please note: Meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of the discussions and the reports of preceding meetings. The estimated times are approximate and may be adjusted as required with no prior notice.

Upon a motion by Regent Hatchel and second by Regent De La Garza Putegnat, the Agenda as presented was adopted unanimously.

**V. CLOSED MEETING**

1. The Closed Meeting is called to Order and a Quorum is determined at 9:36 a.m.
2. Consultation with Attorney (Texas Government Code, Section 551.071)
  1. Ted Donovan v. TSTC
  2. John Clark Owen v. TSTC
3. Deliberation Regarding Real Property (Texas Government Code, Section 551.072)
  1. Sale of Property
  2. Real Estate Purchase
4. Personnel Matters (Texas Government Code, Section 551.074)
  1. Internal Audit Director Performance Evaluation
  2. Chancellor & CEO Performance Evaluation/Compensation
5. Adjourned at 10:46 a.m.

Reconvened to Meeting of the Whole at 10:58 a.m.

**VI. APPROVAL OF MINUTES OF AUGUST 19, 2021 MEETINGS**

Upon a motion by Regent Powell and second by Regent Abad, the Minutes of the August 19, 2021 Meetings of the Audit Committee and the Board of Regents were approved unanimously.

**VII. RECOGNITION OF GUESTS**

None.

**VIII. PUBLIC COMMENTS**

None.

**IX. CHANCELLOR COMMENTS**

Chancellor Reeser acknowledged Veteran's Day and appreciation for the service of our veterans, including Regent Tremont.



The Chancellor provided a brief summary of operations since last meeting, as well as continued progress of the college in light of COVID-19.

The Chancellor provided a brief summary of the upcoming Legislative Report from the past legislative session, as well as the management of the CARES funds.

## **X. COMMITTEE REPORTS & MINUTE ORDERS**

### **a. Committee for Student Learning and Student Development**

Kathy Stewart, Chair; Tony Abad, Member

#### **Committee Chair Comments**

Update on Student Learning and Student Development from Regent Stewart. Gratitude for dedication and hard work to the TSTC team. She directed any questions regarding key performance metric reports to Vice Chancellor Rick Herrera and Vice Chancellor Jeff Kilgore.

#### **Minute Orders:**

Proposed MO#

None.

#### **Reports:**

1. Core Business Performance Summary Report.....21  
*Rick Herrera*
2. Annual Student Loan Default Rate Report.....28  
*Rick Herrera*

### **b. Committee for Fiscal Affairs**

Tiffany Tremont, Chair

#### **Committee Chair Comments**

Update on Fiscal Affairs from Regent Tremont. She called on Vice Chancellor Jonathan Hoekstra to present minute orders and overview of reports.

Chancellor Reeser added commentary regarding owning aircraft.

Regent Honey requested reports covering different types of contracts over a million dollars.

#### **Minute Orders:**

Proposed MO#

37-21 (c)	Approve the Establishment of a Deferred Compensation Plan Under Section 457(f) of the Internal Revenue Code.....	31
	<i>Jonathan Hoekstra</i>	
38-21(c)	Approve Contracts Associated with Coronavirus Relief Funds That Exceed \$1 Million .....	33
	<i>Jonathan Hoekstra</i>	
39-21(c)	Approve the Spectrum Enterprise Service Agreement for Internet Services with Charter Communications Operating, LLC. ....	35
	<i>Jonathan Hoekstra</i>	
40-21(c)	Sale of Piper Turbo Arrow IV Aircraft and Use of Proceeds to Update the Piper Seminole PA44 180 Aircraft .....	37
	<i>Jonathan Hoekstra</i>	
41-21(c)	Policy for Investments .....	40
	<i>Jonathan Hoekstra</i>	

**Reports:**

1.	Budget Performance Report.....	48
	<i>Jonathan Hoekstra</i>	
2.	Pledged Collateral Report .....	50
	<i>Jonathan Hoekstra</i>	
3.	Quarterly Investment Report .....	51
	<i>Jonathan Hoekstra</i>	
4.	Debt Management Report .....	53
	<i>Jonathan Hoekstra</i>	
5.	Biennium Report Certifying Investment Officer Training.....	57
	<i>Jonathan Hoekstra</i>	
6.	Quarterly Real Estate Lease Report for MO 15-21.....	58
	<i>Jonathan Hoekstra</i>	

7. Annual Real Estate Lease Report .....	59
<i>Jonathan Hoekstra</i>	

c. **Committee for Facilities**

Keith Honey, Chair; John Hatchel, Member

**Committee Chair Comments**

Committee Chair, Keith Honey announced Ray Fried's upcoming retirement. He provided an update on Facilities. Vice Chancellor Rick Herrera added commentary regarding Mr. Fried's upcoming retirement and followed with presentation of minute orders and reports.

**Minute Orders:**

Proposed MO#

42-21(c)	Accept the Project to Construct the Multipurpose Training Facility at Texas State Technical College in Ft. Bend.....	61
	<i>Rick Herrera</i>	
43-21(c)	Approve the Project and Budget to Renovate the John B. Connally Technology Center at Texas State Technical College in Waco .....	63
	<i>Rick Herrera</i>	
44-21(c)	Approve the Amended Budget and Accept the Project to Renovate a Portion of the Industrial Technology Center at Texas State Technical College in Waco .....	65
	<i>Rick Herrera</i>	
45-21(c)	Approve the Amended Budget to Renovate the Kultgen Automotive Center at Texas State Technical College in Waco .	67
	<i>Rick Herrera</i>	
46-21(c)	Approve the Concept for Capital Construction Assistance Projects         69	
	<i>Rick Herrera</i>	
47-21(c)	Rescind MO 18-19(c) which Approved the Project and Budget to Rework and Replace Paving at Texas State Technical College in Sweetwater .....	71
	<i>Rick Herrera</i>	

## Reports:

1. Major Facility Projects Status Update .....72  
*Rick Herrera*
2. Deferred Maintenance Projects Summary .....73  
*Rick Herrera*

d. **Committee for General Administration**  
Pat McDonald, Chair; Ron Widup, Member

### **Committee Chair Comments**

Regent McDonald called on Gail Lawrence to present the Minute Order and oral report for the Legislative report.

Vice Chancellor Gail Lawrence presented the achievements from the past year for the Foundation.

Chairman highlighted helpful information for the regents in the Annual Report.

Chairman requested emphasis on the 36% rate and discussion ensued on the communication of TSTC's differentiation to legislators.

Regent De La Garza Putegnat commended the team for the remarkable work.

### **Minute Orders:**

Proposed MO#

- 48-21(c) Approve The TSTC Foundation Operating Plan for the Period  
September 1, 2021 to August 31, 2022 .....75  
*Gail Lawrence*

### **Reports:**

1. Legislative Oral Report  
*Gail Lawrence*

## **XI. CONSENT AGENDA ITEMS**



Chairman Cleveland called for Minute Order 41-21 (c) to be removed from the Consent Agenda and placed New Business so that he could abstain from the vote.

Upon a motion by Regent Tremont and second by Regent Hatchel, the Consent Agenda Items were approved unanimously.

- 34-21 (c) Internal Audit Charter Review and Reapproval
- 37-21 (c) Approve the Establishment of a Deferred Compensation Plan Under Section 457(f) of the Internal Revenue Code
- 38-21(c) Approve Contracts Associated with Coronavirus Relief Funds That Exceed \$1 Million
- 39-21(c) Approve the Spectrum Enterprise Service Agreement for Internet Services with Charter Communications Operating, LLC.
- 40-21(c) Sale of Piper Turbo Arrow IV Aircraft and Use of Proceeds to Update the Piper Seminole PA44 180 Aircraft
- 42-21(c) Accept the Project to Construct the Multipurpose Training Facility at Texas State Technical College in Ft. Bend
- 43-21(c) Approve the Project and Budget to Renovate the John B. Connally Technology Center at Texas State Technical College in Waco
- 44-21(c) Approve the Amended Budget and Accept the Project to Renovate a Portion of the Industrial Technology Center at Texas State Technical College in Waco
- 45-21(c) Approve the Amended Budget to Renovate the Kultgen Automotive Center at Texas State Technical College in Waco
- 46-21(c) Approve the Concept for Capital Construction Assistance Projects
- 47-21(c) Rescind MO 18-19(c) which Approved the Project and Budget to Rework and Replace Paving at Texas State Technical College in Sweetwater

**XII. UNFINISHED BUSINESS**

Tremont concluded report with gratitude for Workday, Pay for Performance and Institutional Effectiveness for management of CARES funds.

**XIII. NEW BUSINESS**

Upon a motion by Regent Honey and second by Regent Hatchel, Minute Order 41-21(c) was approved with Regent Cleveland abstaining from the vote.  
41-21(c) Policy for Investments

**XIV. ACTION ON CLOSED MEETING**

Upon motion by Regent Tremont and second by Regent De La Garza Putegnat, Minute Order 35-21(c), 36-21(c), 49-21(c), as presented in Closed Session was approved unanimously.

Minute Order 35-21: Approve the Sale of a 42-Acre Property Near the Campus at Texas State Technical College in Waco, Texas

Minute Order 36-21: Authorize the Purchase of Land and Facilities Located at 2200 - 2220 Air Base Road, Waco, McLennan County, TX 76705.

Minute Order 49-21: Authorize the Purchase of 2.05 Acres of I-35 Frontage Adjacent to the Campus at Texas State Technical College in Waco, Texas

**XV. ELECTION OF OFFICERS**

Secretary to the Board, Ray Rushing, provided the slate of nominations received for Calendar Year 2022 and presented the nominations:

Chair: Curtis Cleveland  
Vice Chair: Tiffany Tremont  
Executive Committee Place 1: Pat McDonald  
Executive Committee Place 2: Ron Widup

Upon motion by Regent Hatchel and second by Regent De La Garza Putegnat, the officers were unanimously approved.

**XVI. PROPOSED MEETING DATES**

a. Proposed Board of Regents Meeting Dates for Calendar Year 2022.....81

**XVII. CHANCELLOR COMMENTS**

Gratitude for the Board and the rest of TSTC for the hard work during the pandemic.

**XVIII. BOARD COMMENTS**

Chairman spoke on behalf of the board recognizing the management team and the rest of the TSTC staff. He recognized Jason's work for managing Internal Audit.

Upon Chairman Cleveland's direction to HR, Director of Internal Auditor, Jason Mallory's compensation should be increased by 10% based on his outstanding performance.

Upon Chairman Cleveland's direction to Human Resources, adjust Chancellor & CEO Mike Reeser's salary by the cost of living equivalent of 6.2% and additionally, approved a one-time performance bonus of 6%. Each portion is to be paid as directed by Chancellor, working with Human Resources. Further, direct HR to complete a 360 performance evaluation next year.

Regent De La Garza Putegnat expressed appreciation to regents and management team for the warm welcome.

**XIX. ADJOURN**

The meeting adjourned at 12:06 p.m.

*RR*

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Ray Rushing (Nov 11, 2021 14:51 CST)

Ray Rushing  
Secretary to the Board of Regents

# **TEXAS STATE TECHNICAL COLLEGE**

## **Special Meeting of the Board of Regents**

**Texas State Technical College  
Connally Meeting & Conference Center  
1651 E. Crest Drive  
Waco, TX 76705**

**Thursday, February 10, 2022  
1:00 PM**

### **AGENDA**

#### **I. MEETING CALLED TO ORDER**

The special meeting of the Texas State Technical College Board of Regents was called to order at 1:03 pm., February 10, 2022, by Chairman Cleveland.

#### **II. DETERMINATION OF A QUORUM**

*Members Present in Person:*  
Curtis Cleveland

*Members Present via Video Conference:*  
Tiffany Tremont, Keith Honey, Kathy Stewart, Ron Widup, Tony Abad

*Members Absent:*  
Pat McDonald, John Hatchel

A quorum was present and the notice of the meeting had been published.



Guests Present: Chad Wooten, Mary Williams, Managing Director at Hilltop Securities and Tom Spurgeon, Bond Counsel with McCall Parkhurst & Horton

### **III. MINUTE ORDERS**

MO 01-22 Approve the Ninth Supplemental Resolution to the Master Resolution

Authorizing the Issuance of up to \$19,160,000 in Principal Amount of Texas State Technical College System Revenue Financing System Refunding Bond and Related Approvals, Authorizations, and Delegations

Jonathan Hoekstra expressed appreciation for coming together in a timely manner. Chairman asked for a quick explanation of the bond projects. Explained the EWCHEC (East Williamson County Higher Education Center) acronym. Mary Williams from Hilltop explained the refunding bond situation.

Regent Widup and Regent Honey asked questions. Jonathan Hoekstra explained the process of the bond approval. Todd Spurgeon offered more clarification.

Upon a motion of Keith Honey and a second by Ron Widup, the minute order was approved.

### **IV. ADJOURN**

Upon a motion of Lizzy de la Garza Putegnat and a second motion by Keith Honey, the meeting was adjourned at 1:21 pm.

. *RR*

Ray Rushing (Feb 16, 2022 10:20 CST)

Ray Rushing  
Secretary to the Board of  
Regents

# TABLE OF CONTENTS

## Committee for Student Learning and Student Development Ron Widup, Chair; Lizzy de la Garza Putegnat, Member

### Committee Chair Comments

#### Minute Orders: Proposed MO#

02-22 (c)	Approve Associate Degree and Certificate Programs	19
		<i>Jeff Kilgore</i>

#### Reports:

None.





<b>Board Meeting Date:</b>	March 10, 2022	<b>Proposed Minute Order #:</b> 02-22 (c)
<b>Proposed By:</b>	Jeff Kilgore, Vice Chancellor & Chief Academic Officer	
<b>Subject:</b>	<b>Approve Associate Degree and Certificate Programs</b>	
<b>Background:</b>	The Texas Higher Education Coordinating Board (THECB) Rule, Chapter 9, Subchapter E, §9.93, requires all new associate degree and certificate programs be approved by the THECB. This rule further requires that institutions certify that each program has been approved by its governing board. The Board of Regents approval of new associate degree and certificate programs extends to all TSTC campuses.	
<b>Justification:</b>	An annual approval of all degree and certificate programs is essential to ensure compliance with applicable rules.	
<b>Additional Information:</b>	None.	
<b>Fiscal Implications:</b>	No fiscal implication.	
<b>Attestation:</b>	The Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.	
<b>Attachment(s):</b>	Inventory of Approved Associate Degree and Certificate Programs for 2021- 2023	
<b>Recommended Minute Order:</b>	"The Texas State Technical College Board of Regents approves and certifies the programs and degrees contained in the current Inventory of Associate Degree and Certificate Programs for 2021- 2023."	
<b>Recommended By:</b>	<b>[ORIGINAL SIGNED BY]</b> Jeff Kilgore, Vice Chancellor & Chief Academic Officer	

# Inventory of Associate Degree and Certificate Programs 2021-2023



AWARD NAME	AWARD TYPE
Aircraft Airframe Technology	AAS
Aircraft Airframe Technician	CER2
Aircraft Airframe Technician	CER1
Aircraft Pilot Training Technology - Airplane Specialization	AAS
Aircraft Pilot Training Unmanned Aerial Vehicle	CER1
Aircraft Powerplant Technology	AAS
Aircraft Powerplant Technician	CER2
Architectural Design & Engineering Graphics Technology	AAS
Architectural Design & Engineering Graphics Technology	CER2
Architectural Design & Engineering Graphics Technology	CER1
Basic Architectural/Mechanical Drafting	OSA
**Basic Architectural/Mechanical Drafting	OSA
Basic Computer Aided Drafting	OSA
Architectural/Civil Drafting Technology	AAS
Architectural/Civil Drafting Technology	CER2
Architectural/Civil Drafting Technology	CER1
Basic Architectural/Civil Drafting Technology	OSA
Auto Collision & Management Technology - Refinishing Specialization	AAS
Refinishing Specialization	CER2
Auto Collision Refinishing	CER1
Auto Collision & Management Technology - Repair Specialization	AAS
Auto Collision Repair	CER2
Auto Collision Repair	CER1
Basic Auto Collision/Repair Specialization	OSA
Auto Collision & Management Technology - Repair Specialization CO-OP	AAS
Automation & Controls Technology	AAS
Automotive Technology	AAS
Automotive Technician	CER2

AAS - Associate of Applied Science Degree  
 AS - Associate of Science Degree  
 ATC - Advanced Technical Certificate

CER1 - Certificate Level One  
 CER2 - Certificate Level Two  
 CCC - Core Curriculum Completer Certificate

OSA - Occupational Skills Achievement Award  
 \* Sunset Program / Teachout  
 \*\*Duplicate OSA offered TAMU Partnership

AWARD NAME	AWARD TYPE
Automotive Technology Chrysler Specialization	CER2
Automotive Technology Toyota T-TEN Specialization	CER2
Automotive Maintenance & Light Repair	CER1
Basic Automotive	OSA
Automotive Tesla START Technician Certificate	ATC
Avionics Technology	AAS
Avionics Installation Technician	CER1
Avionics Installation Technician	OSA
Biology	AS
Biomedical Equipment Technology	AAS
Medical Imaging Systems Technology	AAS
Building Construction Technology	AAS
Building Construction Craftsman	CER1
Building Inspection Level I	OSA
Business Management Technology	AAS
Business Management Technology	CER2
Bookkeeping Accounting Assistnat	CER1
Office Assistant	CER1
Basic Accounting & Bookkeeping	OSA
General Office Clerk	OSA
Office Assistant/Software	OSA
Chemical Dependency Counseling	AAS
Chemical Dependency Counseling	CER2
Chemical Dependency Counseling	CER1
Chemical Dependency Counseling	OSA
Computer Networking & Systems Administration	AAS
Computer Networking & Systems Administration	CER2
IT Support Tier I	CER1
*Basic Computer Networking & Systems Administration	OSA
Computer Networking & Systems Administration	OSA
Cloud Computing	ATC
*Cloud Computing	AAS

AAS - Associate of Applied Science Degree  
AS - Associate of Science Degree  
ATC - Advanced Technical Certificate

CER1 - Certificate Level One  
CER2 - Certificate Level Two  
CCC - Core Curriculum Completer Certificate

OSA - Occupational Skills Achievement Award  
\* Sunset Program / Teachout  
\*\*Duplicate OSA offered TAMU Partnership

AWARD NAME	AWARD TYPE
Computer Programming Technology	AAS
Software Developer	CER2
Java Developer	CER1
Mobile App	CER1
Basic Database	OSA
Computer Science	AS
Culinary Arts	AAS
Culinarian	CER2
Culinary Assistant	CER1
Culinary Specialist	CER1
Cybersecurity	AAS
Cybersecurity	CER2
Cybersecurity	CER1
**Cybersecurity	OSA
Advanced Cybersecurity	OSA
Inter Cybersecurity	OSA
Intro Cybersecurity	OSA
Digital Forensics Specialist	ATC
Dental Hygiene	AAS
Diesel Equipment Technology - Heavy Truck Specialization	AAS
Heavy Truck	CER2
Heavy Truck	CER1
Diesel Equipment Technology - John Deere Construction & Forestry	AAS
Diesel Equipment Technology - Off-Highway Specialization	AAS
Off-Highway Specialization	CER2
Off-Highway Equipment	CER1
Basic Diesel	OSA
Digital Media Design	AAS
Digital Media Design	CER2
Digital Media Design	CER1
Digital Media Design	OSA
Education & Training	AAS

AWARD NAME	AWARD TYPE
Education & Training	CER2
Electrical Construction	CER1
Electrical Lineworker Management Technology	AAS
Electrical Lineworker	CER1
Electrical Power & Controls	AAS
Electromechanical Technology	AAS
Electromechanical Technician	CER2
Emergency Medical Technology (EMT) - Paramedic	AAS
Emergency Medical Services - Advanced EMT	CER2
Emergency Medical Services - Paramedic	CER2
*Emergency Medical Services - Advanced EMT (AEMT)	CER1
Emergency Medical Services - EMT	CER1
Emergency Medical Services - Paramedic	OSA
Engineering	AS
Engineering Graphics & Design Technology	AAS
Engineering Graphics & Design Technology	CER2
Engineering Graphics & Design Technology	CER1
*Environmental Technology - Compliance	AAS
*Facilities Management Technology	AAS
Health Information Technology	AAS
Medical Office & Billing Specialist	CER2
Medical Office Specialist	CER1
Medical Office Specialist	OSA
Heating, Ventilation & Air Conditioning Technology (HVAC)	AAS
HVAC Technology	CER2
HVAC Residential Service Technician	CER1
HVAC Technician	CER1
HVAC Basic Heating Ventilation Air Conditioning	OSA
Industrial Systems - Electrical Specialization	AAS
Electrical	CER2
Electrical	CER1
Basic Industrial Systems Electrical	OSA

AAS - Associate of Applied Science Degree  
AS - Associate of Science Degree  
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CER1 - Certificate Level One  
CER2 - Certificate Level Two  
CCC - Core Curriculum 27 Completer Certificate

OSA - Occupational Skills Achievement Award  
\* Sunset Program / Teachout  
\*\*Duplicate OSA offered TAMU Partnership

AWARD NAME	AWARD TYPE
Industrial Systems - Mechanical Specialization	AAS
Industrial Systems - Mechanical Specialization	CER2
Industrial Systems Mechanic	CER1
Entry Level Technician	CER1
*Basic Industrial Systems	OSA
Instrumentation Technology	AAS
Mathematics	AS
Mechatronics Technology	AAS
Basic Electromechanical Automation	OSA
Basic Electromechanical Automation (A&M)	OSA
*Occupational Safety Compliance Technology	AAS
Occupational Safety & Environmental Compliance	AAS
Occupational Safety & Environmental Compliance Technology	OSA
Physics	AS
Plumbing & Pipefitting Technology - Journeyman	AAS
Tradesman	CER1
Apprentice with Endorsements	CER1
Basic Plumbing	OSA
Precision Machining Technology	AAS
Precision Machining Technology	CER2
CNC Machine Operator	CER1
Basic Machining	OSA
**Precision Machining	OSA
Industrial Manufacturing Processes	OSA
Process Operations	AAS
Materials Handler	CER2
Process Operations	OSA
Robotics & Industrial Controls Technology	AAS
Industrial Controls Technician	CER2
Registered Nursing (Associate Degree Nursing)	AAS
Vocational Nursing	CER2
Solar Energy Technology	AAS

AAS - Associate of Applied Science Degree  
AS - Associate of Science Degree  
ATC - Advanced Technical Certificate

CER1 - Certificate Level One  
CER2 - Certificate Level Two  
CCC - Core Curriculum Completer Certificate

OSA - Occupational Skills Achievement Award  
\* Sunset Program / Teachout  
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AWARD NAME	AWARD TYPE
Energy Efficiency Specialist	CER1
Surgical Technology	AAS
Sterile Processing	OSA
Visual Communication Technology	AAS
Visual Communication Technology	CER2
Visual Communication Technology	CER1
Web Design & Development	AAS
PHP Developer	CER2
Front End Designer	CER1
PHP Developer	CER1
Basic Web Design	OSA
Welding Technology	AAS
Advanced Pipe	CER2
Advanced Processes	CER2
Structural Welding	CER1
Basic Welding - Multiple Processes	OSA
**Basic Welding - Multiple Processes	OSA
Wind Energy Technology	AAS
Wind Energy Technician	CER1
Academic Core Curriculum	CCC

Total Award Type	172
AAS - Associate of Applied Science Degree	53
AS - Associate of Science Degree	5
ATC - Advanced Technical Certificate	3
CER1 - Certificate Level One	41
CER2 - Certificate Level Two	35
OSA - Occupational Skills Achievement Award	34
CCC - Core Curriculum Completer Certificate	1

AAS - Associate of Applied Science Degree  
AS - Associate of Science Degree  
ATC - Advanced Technical Certificate

CER1 - Certificate Level One  
CER2 - Certificate Level Two  
CCC - Core Curriculum Completer Certificate

OSA - Occupational Skills Achievement Award  
\* Sunset Program / Teachout  
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## TABLE OF CONTENTS

### Committee for Fiscal Affairs

Tiffany Tremont, Chair; Ron Widup, Member

#### Committee Chair Comments

#### Minute Orders:

Proposed MO#

03-22 (c)	Approve Fiscal Year 2023 Employee Holiday Schedule	28
	<i>Jonathan Hoekstra</i>	
04-22 (c)	Revise the Minute Order 04-13 Policy for Civil Rights Protections and Compliance	30
	<i>Jonathan Hoekstra</i>	
05-22 (c)	Rescind Minute Order 60-07 Policy for Employee and Dependents Education Program	31
	<i>Jonathan Hoekstra</i>	
06-22(c)	Rescind the Executive Action 05-15 Policy on Institutional Integrity	32
	<i>Jonathan Hoekstra</i>	
07-22 (c)	Approve the Master Subscription Agreement with Salesforce.com, Inc. and any amendment, extension or renewal of the agreement	33
	<i>Jonathan Hoekstra</i>	
08-22 (c)	Schedule of Charges for the Incidental Cost in Aircraft Pilot Training Technology (APTT) Effective Fall 2022	34
	<i>Jonathan Hoekstra</i>	
09-22 (c)	Authorize the Resolution Expressing Official Intent to Reimburse with Tax-Exempt Obligation Proceeds Costs Associated with Various Capital Improvements	36
	<i>Jonathan Hoekstra</i>	

10-22 (c)	Approve Budget Increase for Fiscal Year 2022	43
	<i>Jonathan Hoekstra</i>	

**Reports:**

1.	Budget Performance Report	45
	<i>Jonathan Hoekstra</i>	
2.	Pledged Collateral Report	47
	<i>Jonathan Hoekstra</i>	
3.	Quarterly Investment Report	48
	<i>Jonathan Hoekstra</i>	
4.	AFR Summary Report	50
	<i>Jonathan Hoekstra</i>	
5.	Quarterly Lease Report	52
	<i>Jonathan Hoekstra</i>	
6.	Quarterly Report for Contracts > \$1 Million	53
	<i>Jonathan Hoekstra</i>	



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**Board Meeting Date:** March 10, 2022 **Proposed Minute Order #:** 03-22 (c)

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

**Subject:** **Approve Fiscal Year 2023 Employee Holiday Schedule**

**Background:** The Texas Legislature designates the number of holidays to be allotted annually to employees of all state agencies. However, authority to determine the actual observance at institutions of higher education rests with their Boards of Regents under terms that permit efficient operations of their institutions.

**Justification:** The Texas State Technical College (TSTC) operating cycle generally follows a semester basis. Consequently, it is more efficient to schedule holidays consistent with the semester cycle.

**Additional Information:** None.

**Fiscal Implications:** None.

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

**Attachment(s):** Proposed Fiscal Year 2023 Employee Holiday Schedule

**Recommended Minute Order:** "Texas State Technical College Board of Regents approves the Fiscal Year 2023 Holiday Schedule for Texas State Technical College."

**Recommended By:** **[ORIGINAL SIGNED BY]**  
Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer

**Texas State Technical College  
Employee Holiday Schedule  
Fiscal Year 2023**

<b>TSTC Employee Holiday Schedule</b>		<b>Days</b>
<b>Labor Day</b>	<b>Monday: September 5, 2022</b>	<b>1</b>
<b>Thanksgiving</b>	<b>Thursday &amp; Friday: November 24-25, 2022</b>	<b>2</b>
<b>Winter Break</b>	<b>Friday - Friday: December 23-30, 2022</b>	<b>6</b>
<b>MLK Day</b>	<b>Monday: January 16, 2023</b>	<b>1</b>
<b>Memorial Day</b>	<b>Monday: May 29, 2023</b>	<b>1</b>
<b>Emancipation Day</b>	<b>Monday: June 19, 2023</b>	<b>1</b>
<b>Independence Day</b>	<b>Tuesday: July 4, 2023</b>	<b>1</b>
<b>TSTC Employee Holiday Total</b>		<b>13</b>





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**Board Meeting Date:** March 10, 2022 **Proposed Minute Order #:** 04-22 (c)

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

**Subject:** **Revise the Minute Order 04-13 Policy for Civil Rights Protections and Compliance**

**Background:** During the history of the institution, Texas State Technical College (TSTC) has adopted many Minute Orders, Policies and Procedures, and Policy Memoranda appropriate and necessary at the time of adoption.

Minute Order 04-13 Policy for Civil Rights Protections and Compliance was adopted in February 2013 establishing the current policy of TSTC to promote and ensure equal employment and advancement opportunities.

**Justification:** The revision of this policy includes updates to incorporate current legislation and ensures compliance with the Equal Employment Opportunity (EEO) statement. Additionally, the policy will be titled Anti-Harassment.

**Additional Information:** None.

**Fiscal Implications:** None.

**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 Texas State Technical College Board of Regents revises the policy as follows:

*It is the policy of Texas State Technical College to promote and ensure equal employment opportunities for all individuals without regard to race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), parental status, national origin, age, disability, genetic information (including family medical history), political affiliation, military service, or other non-merit based factors.*

*TSTC prohibits unlawful harassment of any kind, including sexual harassment, and will take appropriate and immediate action in response to complaints or knowledge of noncompliance with this policy.*

**Recommended By:** **[ORIGINAL SIGNED BY]**  
Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer



<b>Board Meeting Date:</b>	March 10, 2022	<b>Proposed Minute Order #:</b> 05-22 (c)
<b>Proposed By:</b>	Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer	
<b>Subject:</b>	<b>Rescind Minute Order 60-07 Policy for Employee and Dependents Education Program</b>	
<b>Background:</b>	<p>The Texas State Technical (TSTC) Board of Regents approved the Employee and Dependents Education Program policy on July 27, 2007. This policy authorized the College to provide educational benefits for employees, their spouses, and their dependents in the form of reduced tuition and fee rates.</p> <p>Since then, the College improved its compensation and recruiting practices to better compete for talent. This includes ongoing evaluation of the labor market and the appeal of TSTC's benefits and total compensation. Because of the constantly changing market appeal of benefit offerings in the labor marketplace, flexibility in shaping the employer value proposition is essential.</p>	
<b>Justification:</b>	<p>After a full evaluation of this policy, TSTC management recommends the education program to be an optional employee benefit included in a suite of benefits that are leveraged to address dynamic market demands. To remain responsive to the market and to provide nimble administration of this practice, it is recommended that it be administered by management rather than through a policy-driven process requiring Board of Regents approval.</p>	
<b>Additional Information:</b>	None.	
<b>Fiscal Implications:</b>	None.	
<b>Attestation:</b>	This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.	
<b>Attachment(s):</b>	None.	
<b>Recommended Minute Order:</b>	"The Texas State Technical College Board of Regents approves the rescission of Minute Order 60-07 Policy for Employee and Dependents Education Program."	
<b>Recommended By:</b>	<b>[ORIGINAL SIGNED BY]</b> Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer	



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<b>Board Meeting Date:</b>	March 10, 2022	<b>Proposed Minute Order #:</b> 06-22 (c)
<b>Proposed By:</b>	Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer	
<b>Subject:</b>	<b>Rescind the Executive Action 05-15 Policy on Institutional Integrity</b>	
<b>Background:</b>	The Texas State Technical College (TSTC) Board of Regents Executive Committee approved the Policy on Institutional Integrity on March 25, 2015, as part of the College's single accreditation. At the time, the College was required to adopt and publish this policy in accordance with accreditation standards contained in the <i>Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Principles of Accreditation</i> .	
<b>Justification:</b>	<p>In January 2018, SACSCOC updated its <i>Principles of Accreditation: Foundations for Quality Enhancement</i>, which clarified that institutions are not required to have a published policy related to institutional integrity, rather, are expected to "operate with integrity in all matters".</p> <p>In June 2018, TSTC updated and adopted "integrity" as one of its four (4) core values: Excellence, Accountability, Service and Integrity. As such, all employees and business operations are expected to apply the spirit and value of integrity in all matters, including activities conducted with its accrediting agency, SACSCOC.</p>	
<b>Additional Information:</b>	None.	
<b>Fiscal Implications:</b>	None.	
<b>Attestation:</b>	This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.	
<b>Attachment(s):</b>	None.	
<b>Recommended Minute Order:</b>	"The Texas State Technical College Board of Regents rescinds Executive Action 05-15, Policy on Institutional Integrity."	
<b>Recommended By:</b>	<b>[ORIGINAL SIGNED BY]</b> Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer	





**Board Meeting Date:** March 10, 2022 **Proposed Minute Order #:** 07-22 (c)

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

**Subject:** **Approve the Master Subscription Agreement with Salesforce.com, Inc. and any amendment, extension or renewal of the agreement**

**Background:** Texas State Technical College (TSTC) executed a Master Subscription Agreement (MSA) with Salesforce.com, Inc. on February 25, 2021. Salesforce.com, Inc. is an integral part of TSTC's student services, including recruitment and enrollment management. Additional departments may explore using Salesforce services in the future.

Management anticipates additional amendments, extensions, and renewals that will cause the contract value to exceed the \$1 million limit of management's authority to approve a contract. Consequently, Board approval is anticipated to be required pursuant to Texas Education Code § 51.9337(f).

**Justification:** Approval ensures compliance with Texas Education Code § 51.9337(f).

**Additional Information:** None.

**Fiscal Implications:** Funds are available as currently budgeted for the contract.

**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 Texas State Technical College Board of Regents approves the agreement with Salesforce.com, Inc. the value of which is expected to be greater than \$1 million, and approves any amendment, extension or renewal of the agreement and delegates its authority to the Chancellor, or his designee, to enter into and execute the agreement and any necessary amendments, extensions, or renewals to the said agreement."

**Recommended By:** **[ORIGINAL SIGNED BY]**  
Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer



<b>Board Meeting Date:</b>	March 10, 2022	<b>Proposed Minute Order #:</b> 08-22 (c)
<b>Proposed By:</b>	Jeff Kilgore, Vice Chancellor & Chief Academic Officer	
<b>Subject:</b>	<b>Approve Schedule of Charges for the Incidental Cost in Aircraft Pilot Training Technology (APTT) Effective Fall 2022</b>	
<b>Background:</b>	Texas State Technical College (TSTC) offers an Associate of Applied Science (AAS) degree in Aircraft Pilot Training Technology (APTT) to prepare men and women for careers in the aviation industry. In addition to training airplane (fixed-wing) pilots, TSTC Aerospace prepares Aviation Maintenance Technology and Avionics Technology graduates for the expanding field of commercial aviation.	
<b>Justification:</b>	The proposed Schedule of Charges for Aircraft Pilot Training Technology (APTT) includes aircraft hourly rate increases, fuel rate as well as standardized simulator fees which ensures a more efficient use of aircraft, aircraft simulators and our new virtual reality lab.	
<b>Additional Information:</b>	The proposed APTT program rates, instructor rates and program fees are competitive with other colleges, university level pilot training and aerospace degree programs. Other modifications to the rate schedule simplify and clearly state rates for transparency and comprehension.	
<b>Fiscal Implications:</b>	Proposed rates ensure sufficient cost recovery for operation of aircraft, flight simulators and flight instruction.	
<b>Attestation:</b>	This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.	
<b>Attachment(s):</b>	Schedule of Charges for the Incidental Cost of Flight Instruction Effective Fall 2022	
<b>Recommended Minute Order:</b>	"The Texas State Technical College Board of Regents approves the Schedule of Charges for the Aircraft Pilot Training Technology (APTT) Incidental Cost increase for aircraft hourly rate, simulator fees, and fuel fees effective Fall 2022."	
<b>Recommended By:</b>	<b>[ORIGINAL SIGNED BY]</b> Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer	

**Texas State Technical College**  
**Schedule of Charges for the Incidental Cost of Flight Instruction Effective Fall 2022**

	Description of Charge	Fall 2019	Proposed Effective Fall 2022	Comments	Program Fee for
#1	Flight Instruction Fee (ALL flight instruction)	\$65 per flight hour	\$65 per flight hour	No change/Clarity	Aircraft Pilot Training
#2	Ground Instruction Fee	\$65 per ground hour	\$65 per ground hour	No change/Clarity	Aircraft Pilot Training
#3	Redbird FMX Fixed wing Full-Motion Simulator fee. (Airplane students use Redbird.)	AIRP 1215 any section PVT Pilot Flight: \$100 per semester	AIRP 1215 any section PVT Pilot Flight: \$200 per registration of a flight course	2 New Dual Control Redbird Sims so 4 (3 axis sims) and 16 VR labs	Aircraft Pilot Training will be charging \$200 per flight course for Simulator fees. This will pay for insurance, maintenance, and updates
		AIRP 2250 Instrument Flight: \$200 per semester	AIRP 2250 any section Instrument Flight: \$200 per registration of a flight course		
		N/A	AIRP 2239 any section Commercial Flight: \$200 per registration of a flight course		
		N/A	AIRP 2236 or AIRP 2251 Certified Flight Instructor Flight or Multi Engine \$200		
		N/A	AIRP 1175 any section Intermediate Flight \$200		
#4	Cessna 172 (NO FUEL)	\$110 per flight hour	\$121 per flight hour	10% increase per engine (\$110 to \$121)	Aircraft Pilot Training
#5	Piper Arrow PA-28R-201 (NO FUEL)	\$140 per flight hour	\$154 per flight hour	10% increase per engine (\$140 to \$154)	Aircraft Pilot Training
#6	Piper Seminole PA44-180 (NO FUEL)	\$160 per flight hour	\$192 per flight hour	10% increase per engine (\$160 to \$192)	Aircraft Pilot Training
#7	Robinson R-22 Series (NO FUEL)	\$285 per flight hour	Remove Fees Specialization Closed	Specialization Closed	Aircraft Pilot Training
#8	Robinson R-44 Series (NO FUEL)	\$396 per flight hour	Remove Fees Specialization Closed	Specialization Closed	Aircraft Pilot Training
#9	FUEL for aircraft is per gallon. TSTC calculates a set hourly per aircraft rate updated monthly.	Varies by aircraft; we charge cost plus 5%	Increase fuel costs for overage by 5%	Clarity on VARIABLE rate for fuel	Aircraft Pilot Training
#10	Cessna L-19 Birdog 305 (NO FUEL)	\$230 per flight hour	Remove Fees Specialization Closed	Specialization Closed	Remove
#11	AT 504 Turbo Prop (NO FUEL)	\$1,553 per flight hour	Remove Fees Specialization Closed	Specialization Closed	Remove
#12	Adacel ICE (Intelligent Communications Environment) Air Traffic Control Simulator	Tower classes with lab (3) semesters: \$600 each semester	REMOVE FEES SPECIALIZATION CLOSED	Specialization Closed	Remove
#13	Air Traffic Control Simulator	Radar and Enroute classes with lab (3) semesters: \$300 each semester	REMOVE FEES SPECIALIZATION CLOSED	Specialization Closed	Remove
#14	Aviation Maintenance FAA General exam.	Was FAA airframe now FAA general	No Change	Required FAA exam as final. No other change.	Aviation Maintenance



<b>Board Meeting Date:</b>	March 10, 2022	<b>Proposed Minute Order #:</b> 09-22 (c)
<b>Proposed By:</b>	Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer	
<b>Subject:</b>	<b>Authorize the Resolution Expressing Official Intent to Reimburse with Tax-Exempt Obligation Proceeds Costs Associated with Various Capital Improvements</b>	
<b>Background:</b>	<p>Senate Bill 52, passed during the third special session of the 87th Texas Legislature, authorized the Board of Regents of the Texas State Technical College System to acquire, purchase, construct, improve, renovate, enlarge or equip property and facilities, including roads and related infrastructure, for projects to be financed through the issuance of bonds. These projects, called Capital Construction Assistance Projects (CCAP), were outlined in the Tuition Revenue Bond requests presented during the 87<sup>th</sup> Legislative Session.</p> <p>The Texas State Technical College (TSTC) Board of Regents approved the concept to construct the CCAP on multiple TSTC campuses on November 11, 2021 via Minute Order 46-21(c).</p>	
<b>Justification:</b>	<p>The attached resolution permits TSTC to use future bond proceeds to reimburse costs expended for the CCAP up to 18 months after the date the expenditures are paid, and therefore, the uncertainty of the specific timing of the future bond issuance will not impede current progress on the projects.</p>	
<b>Additional Information:</b>	<p>As construction costs have increased since the Texas Legislature's authorization of the CCAP, TSTC expects to issue additional bonds in excess of the \$208.5 million authorization to maintain the purchasing power of the original request. Debt service for bonds issued in excess of the authorized amount will be funded through local College funds. The current estimate of the total bond issuance is \$271.1 million, and the attached resolution encompasses the total issuance.</p>	
<b>Fiscal Implications:</b>	<p>Excess cash reserves will be used to fund the project costs in anticipation of reimbursement from the proceeds of a bond issuance in the following 18 months.</p>	
<b>Attestation:</b>	<p>This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.</p>	
<b>Attachment(s):</b>	<p>Resolution Expressing Official Intent to Reimburse With Tax-Exempt Obligation Proceeds Costs Associated With Various Capital Improvements.</p>	

**Recommended  
Minute Order:**

"The Texas State Technical College Board of Regents adopts the resolution expressing the official intent to reimburse with tax-exempt obligation proceeds costs associated with various capital improvements as described in Resolution 09-22."

**Recommended By:**

[ORIGINAL SIGNED BY]

Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer

## RESOLUTION NO. 09-22

### RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE WITH TAX-EXEMPT OBLIGATION PROCEEDS COSTS ASSOCIATED WITH VARIOUS CAPITAL IMPROVEMENTS

**WHEREAS**, the TEXAS STATE TECHNICAL COLLEGE SYSTEM (the "**System**") is authorized, pursuant to Section 55.17991, Texas Education Code (enacted in 2021 by the 87<sup>th</sup> Texas Legislature, 3<sup>rd</sup> Called Session), particularly subsection (a) thereof, to

*acquire, purchase, construct, improve, renovate, enlarge, or equip property and facilities, including roads and related infrastructure, for projects to be financed through the issuance of bonds in accordance with [Subchapter B of Chapter 55, Texas Education Code] for the following entity and institutions, not to exceed the following aggregate principal amounts for the projects specified, as follows:*

*(1) Texas State Technical College System, \$33,300,000 for the East Williamson County Higher Education Center expansion;*

*(2) Texas State Technical College--Fort Bend, \$41,800,000 for Fort Bend County campus expansion;*

*(3) Texas State Technical College--Harlingen, \$37,800,000 for Harlingen campus expansion;*

*(4) Texas State Technical College--Marshall, \$15 million for Marshall campus expansion;*

*(5) Texas State Technical College--North Texas, \$13.5 million for North Texas campus expansion;*

*(6) Texas State Technical College--West Texas, \$13.5 million for West Texas campus expansion; and*

*(7) Texas State Technical College--Waco, \$53,600,000 for Waco campus expansion; and*

**WHEREAS**, the System expects it will receive financial assistance from the State of Texas to pay all or a portion of debt service on bonds issued to finance the projects generally described in the preceding recital, and such projects are herein referred to as the "**2021 Capital Construction Assistance Projects**"; and

**WHEREAS**, Section 55.17991(b) of the Texas Education Code provides that

*[i]n lieu of financing a project described by Subsection (a) for an institution of higher education, entity, or system, the board may finance in the manner prescribed*

*by that subsection an alternative project for deferred maintenance, infrastructure, or construction at the same institution, entity, or system in an amount not to exceed the total of the amount authorized for the project and any unspent amount from projects authorized for the institution, entity, or system under this chapter; and*

**WHEREAS**, the 2021 Capital Construction Assistance Projects and any "alternative projects" related thereto as described in Section 55.17991(d) of the Education Code are referred to collectively herein as the "**Projects**"; and

**WHEREAS**, construction costs have increased since the Texas Legislature's authorization of the 2021 Capital Construction Assistance Projects, therefore, the Board of Regents expects that the System will need to issue bonds in excess of the \$208,500,000 aggregate amount set forth in Section 55.17911(a) of the Education Code to sufficiently finance costs to construct and equip the Projects; and

**WHEREAS**, the Board of Regents expects that the System will pay expenditures in connection with the acquisition, purchase, construction, improvement, renovation, enlargement, or equipping of the Projects prior to the issuance of tax-exempt obligations, in one or more series and issued pursuant to a competitive sale, negotiated underwriting or private placement (the "**Obligations**"), to finance the Projects; and

**WHEREAS**, the Board of Regents finds, considers, and declares that the reimbursement of the System for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the System and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the United States Treasury Regulations and the laws of the State of Texas, to reimburse itself for such payments at such time as the System issues Obligations to finance the Projects;

**THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF THE TEXAS STATE TECHNICAL COLLEGE SYSTEM THAT:**

**SECTION 1. EXPECTATION TO INCUR DEBT.** The System reasonably expects to incur debt, as one or more series of Obligations, with an aggregate maximum principal amount currently expected not to exceed \$275,000,000, for the purpose of paying the costs of the Project; and

**SECTION 2. REIMBURSEMENT OF PRIOR EXPENDITURES.** All costs to be reimbursed pursuant hereto will be capital expenditures. No Obligations will be issued by the System in furtherance of this Resolution after a date which is later than 18 months after the later of (1) the date the expenditures are paid, or (2) the date on which the property, with respect to which such expenditures were made, is placed in service; provided, however, in no event may proceeds of Obligations issued or incurred based on the provisions of this Resolution be used to reimburse the System for an expenditure more than three years after the date such expenditure was paid.

**SECTION 3. PUBLIC RECORD.** This Resolution shall be maintained as a public record available for inspection by all persons in accordance with the provisions of Chapter 552, Texas Government Code, and no later than 30 days after this date, this Resolution will be made available for inspection by all members of the general public at the primary administrative offices of the System (currently located in Waco, Texas).

**SECTION 4. INCORPORATION OF RECITALS.** The Board of Regents of the System hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Board of Regents hereby incorporates such recitals as a part of this Resolution.

**SECTION 5. EFFECTIVE DATE.** This Resolution shall become effective immediately upon passage thereof.

[The remainder of this page intentionally left blank]



***PASSED AND APPROVED BY THE BOARD OF REGENTS OF THE TEXAS STATE  
TECHNICAL COLLEGE SYSTEM AT A REGULAR MEETING HELD ON  
MARCH 10, 2022.***

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Chair, Board of Regents

Attest:

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Secretary, Board of Regents

(Seal)

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Signature Page to Resolution Expressing Official Intent to  
Reimburse with Tax-Exempt Obligation Proceeds Costs Associated with Various Capital Improvements

### CERTIFICATE FOR RESOLUTION

I, the undersigned Secretary of the Board of Regents (the "**Board**") of the **TEXAS STATE TECHNICAL COLLEGE SYSTEM** (the "**System**"), hereby certify as follows:

1. The Board of the System convened in Regular Meeting on March 10, 2022, at the designated meeting place (the "**Meeting**"), and the roll was called of the duly constituted officers and members of the Board, to-wit:

Curtis Cleveland, Chair  
Keith Honey, Vice Chair  
Tony Abad  
John K. Hatchel  
Charles "Pat" McDonald

Lizzy de la Garza Putegnat  
Kathy Stewart  
Tiffany Tremont  
Ron Wldup

and all of said persons were present, except the following absentees: \_\_\_\_\_  
\_\_\_\_\_, thus constituting a quorum. Whereupon, among other business the following was transacted at the Meeting: a written

#### **RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE WITH TAX-EXEMPT OBLIGATION PROCEEDS COSTS ASSOCIATED WITH VARIOUS CAPITAL IMPROVEMENTS**

(the "**Resolution**") was duly introduced for the consideration of the Board. It was then duly moved and seconded that the Resolution be passed; and, after due discussion, said motion, carrying with it the passage of the Resolution, prevailed and carried by the following votes:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_

2. A true, full, and correct copy of the Resolution passed at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; the above and foregoing paragraph is a true, full, and correct excerpt from the Board's minutes of the Meeting pertaining to the passage of the Resolution; the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of the Board as indicated therein; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting, and that the Resolution would be introduced and considered for passage at the Meeting, and each of the officers and members consented, in advance, to the holding of the Meeting for such purpose; and the Meeting was open to the public, and public notice of the time, place, and purpose of the Meeting was given all as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED the 10<sup>th</sup> day of March, 2022.

(SEAL)

\_\_\_\_\_  
Secretary, Board of Regents



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**Board Meeting Date:** March 10, 2022 **Proposed Minute Order #:** 10-22 (c)

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

**Subject:** **Approve Budget Increase for Fiscal Year 2022**

**Background:** Statewide Operating Standard FA 1.4, Annual Preparation and Maintenance of Budget, requires Board of Regents approval of budget increases of \$500,000 or more. Texas State Technical College (TSTC) budgets debt service annually and this budget increase for payoff was not planned at the time the fiscal year 2022 budget was approved in August 2021.

**Justification:** TSTC administration recommends paying off several smaller debts totaling approximately \$5,500,000 to save interest costs and better utilize excess cash. Elimination of this future debt service relieves budget pressure anticipated for upcoming bond issuances. The specific debts to be paid are highlighted in the attached Summary of Outstanding Debt as of August 31, 2022. The balances have been reduced since that date by regular payments in the current fiscal year.

**Additional Information:** None.

**Fiscal Implications:** The cash disbursements of approximately \$5,500,000 funded from the current year operating margin and cash reserves, have no impact on accounting income/expense for the fiscal year, but rather reduces both cash and debt on the Statement of Net Position (balance sheet).

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

**Attachment(s):** Summary of Outstanding Debt, as of August 31, 2021

**Recommended Minute Order:** "The Board of Regents approves a fiscal year 2022 budget increase to debt service in the amount of \$5,500,000 for the payment in full of outstanding debts."

**Recommended By:** [ORIGINAL SIGNED BY]  
Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer



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**Board Meeting Date:** March 10, 2022

**Proposed Minute Order #:** 15-22 (c)

**Proposed By:** Jeff Kilgore, Vice Chancellor & Chief Student Learning Officer

**Subject:**

**Approve the Concept of Jointly Developing an Industrial Training Facility to be Located in the Western Industrial Park of Waco, Texas, with the City of Waco, McLennan County, the Waco Industrial Foundation and the TSTC Foundation, and Authorize the Chancellor to Commit up to \$1 Million in Capital Contributions, Contingent on the Formal Commitment of the City of Waco, McLennan County, and the Waco Industrial Foundation**

**Background:**

Rising demand for advanced skills critical to central Texas industrial employers has stimulated discussion across interested constituents about the need to develop a workforce training facility near the Waco Industrial Foundation's industrial zone. The Waco Industrial Foundation (WIF), the City of Waco (City), and McLennan County (County) have recently expressed interest to support Texas State Technical College (TSTC) in the joint development of the Central Texas Industrial Training Center (Center). In principle, the WIF would provide land for the project and the City and County would provide funds for construction of an initial building. TSTC would provide monetary and in-kind contributions for equipment and ongoing operating funds.

Under the concept, TSTC will operate the Center and focus the training provided on the most urgent and important workforce needs of Waco area industrial employers. The proposed structure would allow the gifts to flow through The TSTC Foundation, which would finance, construct, and own the facility until the gift terms expired. Once the debt is repaid, the property would be conveyed to TSTC.

**Justification:** The joint development positions TSTC to respond directly to local industry needs, supporting economic development in the near and long-term.

**Additional Information:** None.

**Fiscal Implications:** TSTC has discussed the intent to contribute \$1 million towards the project development and the ongoing cost of operations of the campus.

**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 Texas State Technical College Board of Regents approves the concept of jointly developing an industrial training facility to be located in the western

industrial park of Waco, Texas, with the City of Waco, McLennan County, the Waco Industrial Foundation, and the TSTC Foundation and authorizes the Chancellor to commit up to \$1 million in capital contributions contingent on the formal commitment of the City of Waco, McLennan County, and the Waco Industrial Foundation.”

**Recommended By:**

[ORIGINAL SIGNED BY]

Jonathan Hoekstra, Vice Chancellor and Chief Financial Officer

**Texas State Technical College  
Summary of Outstanding Debt as of 8/31/21**

	<b>Outstanding Principal</b>	<b>Interest Rate</b>	<b>Maturity Date</b>
<b>Bonds</b>			
RFS Series 2008A Bonds, Taxable (Clean Energy)	71,429	1.00%	December 2021
RFS Series 2011 Bonds (Tuition / Local Revenue)	15,665,000	3.75% - 5.00%	August 2036
RFS Series 2011A Bonds (Local Revenue)	3,075,000	3.00% - 4.00%	August 2031
Constitutional Appro. Series 2016 Bonds (HEAF)	13,275,000	4.00% - 5.00%	October 2025
RFS Series 2016 Bonds (Tuition / Local Revenue)	47,810,000	2.00% - 5.00%	October 2035
RFS Series 2020 Bond (Local Revenue)	30,000,000	2.53%	August 2036
<b>Total Bonds</b>	<b>109,896,429</b>		
<b>Lease Purchases</b>			
TSTC Foundation, 2003 (Housing - Marshall)	509,223	3.75%	October 2023
TSTC Foundation, 2018 (ITC - Fort Bend)	4,178,983	3.00%	September 2025
TSTC Foundation, 2020 (Housing - Waco)	22,000,000	3.75%	August 2046
TSTC Foundation, 2019 (GMC Yukon)	20,199	4.95%	May 2023
TSTC Foundation, 2018 (Ford Expedition)	10,990	4.50%	March 2022
Texas Public Finance Authority (402 leases)	3,739,191	various	various through 2026
<b>Total Lease Purchases</b>	<b>30,458,586</b>		
<b>Total Outstanding Debt:</b>	<b>\$ 140,355,014</b>		

**Texas State Technical College  
Operating Budget Performance  
as of November 30, 2021**

	<b>FY 2022 Annual Budget</b>	<b>FY 2022 YTD Actual</b>	<b>% of Budget Utilized</b>	<b>NOTE</b>	<b>FY 2022 Forecast</b>
<b>Operating Revenues</b>					
Returned Value Formula Appropriations	69,916,159	69,916,159	100.0%		69,916,159
Special Items & Other Appropriations	24,357,238	24,697,281	101.4%		24,697,281
Debt Service Appropriations	3,752,809	3,752,809	100.0%		3,752,809
HEAF Appropriations	8,662,500	8,662,500	100.0%		8,662,500
Benefits Appropriations	24,719,449	7,104,628	28.7%		25,718,183
Tuition	43,966,000	36,416,119	82.8%	1	49,154,756
Student Financial Aid	31,595,000	2,445,678	7.7%		31,137,512
Auxiliary Enterprises	9,003,284	3,748,422	41.6%	2	8,146,047
Fees & Educational Sales	3,127,500	1,037,053	33.2%	2	2,893,030
Industry Relations	2,575,400	519,481	20.2%	2	2,150,107
Grants	15,431,075	8,168,986	52.9%	3	29,705,239
Contracts & Other	2,408,366	1,013,225	42.1%		2,467,686
<b>Total Operating Revenues</b>	<b>239,514,780</b>	<b>167,482,341</b>	<b>69.9%</b>		<b>258,401,309</b>
<b>Operating Carryforward / Reserves</b>	976,157	-		6	-
<b>Operating Expenditures</b>					
Instruction	61,223,499	14,425,261	23.6%	4	63,314,121
Student Financial Aid	36,860,968	6,280,009	17.0%		37,754,229
Statewide Benefits	30,937,761	7,478,335	24.2%		31,848,909
Finance	10,027,838	2,980,343	29.7%	4	11,034,366
External Relations	14,038,386	3,246,241	23.1%	4	14,882,917
Auxiliary Enterprises	9,333,756	2,307,723	24.7%	4	9,448,582
Enrollment Management	10,319,289	2,448,056	23.7%	4	10,831,142
Facilities	9,179,100	2,358,315	25.7%	4	9,538,046
Facilities - Transfer to Capital	1,114,958	1,114,958	100.0%		1,114,958
Information Technology	9,070,488	3,944,430	43.5%	4	9,241,909
Statewide Administration	4,534,902	1,164,166	25.7%	4	4,728,059
Debt Service & Leases	16,078,645	8,928,957	55.5%		16,078,645
Utilities & Other	6,842,785	914,511	13.4%		6,601,942
Grants	12,928,562	7,250,640	56.1%	3	26,342,230
Strategic Pool (to be allocated)	8,000,000	-		5	
<b>Total Operating Expenditures</b>	<b>240,490,937</b>	<b>64,841,945</b>	<b>27.0%</b>		<b>252,760,055</b>
<b>Operating Budget Margin (Deficit)</b>	<b>-</b>	<b>102,640,396</b>			<b>5,641,254</b>

**Texas State Technical College  
Operating Budget Performance  
as of November 30, 2021**

**Notes:**

*Explanations are provided below for any notable variances from the original budget.*

**1)** Tuition revenue is currently forecasted to exceed budget by approximately \$5 million in FY 22. The original budget of \$44 million was conservative, as uncertainties around the pandemic still have the potential for disruption. Enrollment has rebounded somewhat from pandemic lows, and pricing changes in certain programs have contributed to the increased revenue.

**2)** Other/supplemental revenue sources such as Auxiliary Enterprises, Fees, and Industry Relations have seen relative growth in the first quarter of FY 22 (compared to pandemic lows) as operations have stabilized somewhat. Forecasts for these revenues remain conservative given the continuing unpredictable nature of pandemic effects.

**3)** Grant revenue, as well as grant expense, are both significantly over budget as execution of CARES grant projects is now in full swing. This variance was expected, and the majority of this grant activity has a net zero effect on the operating margin. National supply chain issues continue to make the timing of expenditures unpredictable, but increased activity in these accounts reflects progress.

**4)** Expenditures in the primary operating divisions of the College are tracking appropriately in the first quarter, with most in the mid-to-high twenty percent range of budget utilized. Expenses in Information Technology are predictably higher in the first quarter as several large one-year software subscriptions are paid at the beginning of the fiscal year, and the Workday implementation is now nearing completion.

Forecasted annual expenditures for most of these divisions are over the original budget, as planned. Utilization of the "Strategic Pool" budget throughout the fiscal year increases budgets in operating divisions while reducing the pool amount, which has no effect on the budget as a whole. See note #5 below for additional information.

**5)** As of December 31, 2021, \$4.6 million of the Strategic Pool budget has been deployed to operating divisions, leaving a balance of \$3.4 million for the remainder of the fiscal year. New positions added in the Instructional division at the beginning of the Fall semester, along with pay for performance compensation adjustments for staff, account for the vast majority of the pool deployment to date. Upcoming deployments from the pool are planned in the Spring to fund pay for performance compensation adjustments for faculty.

**6)** As noted in the final FY 2021 Operating Budget Performance report, TSTC recognized \$5.9 million of CARES grant "lost revenue" in that period to be used at a later date. As those funds are expended in the months ahead, a carryforward amount will be added to this line item to offset those costs and appropriately match revenues and expenses in the same period.



# TEXAS STATE TECHNICAL COLLEGE

Pledged Collateral Report

November 30, 2021

DEPOSITS			SECURITY ON DEPOSITS				Sufficient (Insufficient)
Demand Deposits	Money Market & Time Deposits	Total Deposits	FDIC* Coverage (up to)	Required Collateral	Collateral at Market Value		
14,751,390	284,669	15,036,059	500,000	14,536,059	34,500,000	19,963,941	
72,709	-	72,709	250,000	-	570,425	747,716	
26,162	-	26,162	250,000	-	-	223,838	
26,335	-	26,335	250,000	-	-	223,665	
11,001	-	11,001	250,000	-	-	238,999	
11,008	-	11,008	250,000	-	-	238,992	
10,990	-	10,990	250,000	-	-	239,010	
10,003	-	10,003	250,000	-	-	239,997	
-	10,000	10,000	250,000	-	-	240,000	
-	99,215	99,215	250,000	-	-	150,785	
-	10,000	10,000	250,000	-	-	240,000	
-	195,572	195,572	250,000	-	-	54,428	
12,079,718	-	12,079,718	No Collateral Required				
30,412,490	-	30,412,490	No Collateral Required				
17,672,108	-	17,672,108	No Collateral Required				
75,083,914	599,456	75,683,370					

## Depository - Location

First Ntl Bank of Central Texas - Waco

Frost Bank - Harlingen/Fort Bend

Texas National Bank - Sweetwater

Texas Bank & Trust - Marshall

Citizens National Bank - Red Oak

Prosperity Bank - Abilene

Texas Bank - Brownwood

InterBank - Breckenridge

Bank of America - Waco

First Ntl Bank - Albany/Breckenridge

Veritex Comm. Bank - N. Richland Hills

Extracto Banks, N.A. - Waco

Cash in State Treasury

TexasTerm (Government Pool)

TexPool (Government Pool)

\* Federal Deposit Insurance Corp. All **demand deposits** owned by a public unit held in an insured depository institution within the State in which the public unit is located are added together and insured up to \$250,000. Separately, all **time and savings deposits** owned by a public unit and held in an insured depository institution within the State in which the public unit is located are added together and insured up to \$250,000. The term "demand deposits" means both interest-bearing and noninterest-bearing deposits.

**TEXAS STATE TECHNICAL COLLEGE**  
**Quarterly Investment Report**  
**As of November 30, 2021**

Description	Beginning Value as of 8/31/21	Ending Value as of 11/30/21	Interest Rate
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**Operating Funds**

Cash in State Treasury	9,999,676	12,079,718	0.28%
Statewide Operating	22,996,253	8,717,073	0.20%
Harlingen - Local Operating	49,241	45,802	0.01%
Waco - Local Operating	3,001	3,001	0.20%
Sweetwater - Local Operating	26,918	26,162	0.20%
Marshall - Local Operating	27,086	26,335	0.10%
Fort Bend - Local Operating	26,023	26,907	0.00%
Brownwood - Local Operating	10,990	10,990	0.01%
System - Local Operating	3,001	3,002	0.20%
Abilene - Local Operating	11,002	11,008	0.20%
North Texas - Local Operating	11,002	11,001	0.10%
Breckenridge - Local Operating	10,001	10,003	0.10%
Payroll	6,177,035	6,013,292	0.20%
Federal Funds	10	10	0.00%
TexasTerm - Pool	20,411,162	30,412,490	0.02%
<b>Total Operating Funds</b>	<b>59,762,401</b>	<b>57,396,794</b>	

**Endowment Funds**

Bank of America - CD	10,000	10,000	0.01%
FNB Albany/Breckenridge - CD	99,215	99,215	0.60%
FNB Central Texas - MMKT	284,527	284,669	0.20%
Extraco Banks, N.A. - CD	195,572	195,572	0.25%
Liberty/Veritex Community Bank - CD	10,000	10,000	2.62%
<b>Total Endowment Funds</b>	<b>599,314</b>	<b>599,456</b>	

**Bond Proceeds**

FNB Central Texas	26,940	15,012	0.20%
TexPool	19,744,821	17,672,108	0.02%
<b>Total Bond Proceeds</b>	<b>19,771,761</b>	<b>17,687,120</b>	
<b>Total All Investments</b>	<b>80,133,476</b>	<b>75,683,370</b>	

**TEXAS STATE TECHNICAL COLLEGE**  
**Quarterly Investment Report**  
**As of November 30, 2021**

**Schedule of Time Deposits:**

Description	Amount	Maturity Date	Days	Rate	Type
			Maturity		
Veritex Community Bank	10,000	9/7/2022	731	2.62%	Endowment
Extraco Banks, N.A.	195,572	12/10/2021	365	0.25%	Endowment
FNB - Albany/Breckenridge	65,000	4/5/2022	365	0.60%	Endowment
FNB - Albany/Breckenridge	34,215	4/13/2022	365	0.60%	Endowment
Bank of America	10,000	8/10/2022	365	0.01%	Endowment
<b>Total Time Deposits</b>	<b>314,787</b>				

**Weighted Average Maturity (Time Deposits): 377 days**

**Weighted Average Rate of Interest (All Investments): 0.07%**

*Current One Year Treasury Bill Rate: 0.24%*

*Lipper Money Market Funds Average Return (1 YR): 0.02%*

**FY 2022 Interest Received and Accrued (All Investments): 17,156**

All investments are shown at cost. Market value equals cost due to the type of investment. All balances are per the bank as of the report date.

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).



\_\_\_\_\_  
Anju Motwani, Vice President & Controller

\_\_\_\_\_  
March 10, 2022

\_\_\_\_\_  
Date



\_\_\_\_\_  
Jonathan Hoekstra, Chief Financial Officer

\_\_\_\_\_  
March 10, 2022

\_\_\_\_\_  
Date

**Texas State Technical College**  
**Condensed Statements of Net Position**

	2019	2020	2021
<b>Assets</b>			
Cash & Investments - unrestricted	\$ 45,035,545	51,143,431	57,812,581
Cash & Investments - restricted	5,054,876	28,983,646	22,559,457
Receivables	31,846,346	27,090,620	31,044,813
Capital/Intangible Assets, Net	219,657,365	222,499,497	241,735,019
Other Assets	77,913,608	82,602,322	90,961,785
<b>Total Assets</b>	<b>379,507,740</b>	<b>412,319,516</b>	<b>444,113,655</b>
<b>Liabilities and Net Position</b>			
<b>Liabilities</b>			
Accounts Payable	8,420,558	11,684,327	10,940,469
Payroll Payables	12,954,495	14,439,779	15,076,038
Unearned Tuition Revenue	21,165,852	19,730,469	24,760,497
Other Liabilities	60,245,968	74,698,452	104,454,536
Long-term Debt	115,709,571	136,706,993	143,691,543
<b>Total Liabilities</b>	<b>218,496,444</b>	<b>257,260,020</b>	<b>298,923,083</b>
<b>Net Position</b>			
Net investment in capital assets	107,111,531	110,897,237	117,899,434
Restricted, expendable	1,579,013	1,485,891	343,244
Restricted, non-expendable	582,507	585,546	586,511
Unrestricted	22,093,605	14,592,753	10,722,515
Unrestricted - Waco facility demo	29,644,640	27,498,069	15,638,868
<b>Total Net Position</b>	<b>161,011,296</b>	<b>155,059,496</b>	<b>145,190,572</b>
<b>Total Liabilities and Net Position</b>	<b>\$ 379,507,740</b>	<b>412,319,516</b>	<b>444,113,655</b>

**Liquidity and Leverage Analysis**

**Liquidity Ratio: Cash on Hand (in days)**

*Determines how long, in days, TSTC could meet operating expenses without receiving new income.*

**TSTC Cash on Hand (in days):** **95.3 days** **102.5 days** **113.8 days**

<b>Benchmark:</b>	<b>Bond Rating</b>	<b>Median</b>
<i>Public Universities</i>	Prime	260 days
	High Grade	140 days
	Upper Medium Grade	50 days

**Leverage Ratio: Spendable Cash & Investments to Total Debt**

*Examines the ability of an institution to repay bondholders from wealth that can be accessed over time.*

**TSTC Spendable Cash to Total Debt:** **0.43x** **0.58x** **0.56x**

<b>Benchmark:</b>	<b>Bond Rating</b>	<b>Median</b>
<i>Public Universities</i>	Prime	3.00x
	High Grade	0.80x
	Upper Medium Grade	0.20x

**Texas State Technical College**  
**Condensed Statement of Changes in Net Position**

	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Operating Revenue</b>			
Gross Tuition and Fees	\$ 49,734,616	48,865,433	46,370,327
Discounts and Allowances	(20,981,265)	(20,313,577)	(18,646,332)
Financial Aid Grants	29,940,276	26,324,164	27,034,798
Scholarship Expense	(16,405,454)	(20,680,275)	(27,002,807)
Net Tuition and Fee Revenue	42,288,173	34,195,745	27,755,985
State Appropriations	104,015,902	126,409,477	126,936,753
Net Auxiliary Revenue	8,513,728	6,524,262	4,108,401
Other Grants and Contracts	12,620,694	15,701,764	34,755,419
Investment Income	1,332,867	706,104	160,922
Other Sales	6,849,258	6,334,203	5,719,177
<b>Total Operating Revenue</b>	<b>175,620,620</b>	<b>189,871,555</b>	<b>199,436,657</b>
<b>Operating Expenses</b>			
Salaries, Wages and Benefits	112,258,431	123,046,702	125,131,282
Materials and Supplies	12,822,954	12,167,242	12,916,963
Depreciation and Amortization	15,243,248	15,605,321	15,907,181
Communications and Utilities	6,049,974	5,476,417	5,675,323
Interest Expense and TPFA Payment	7,410,398	7,181,818	7,655,902
Other Expenses	18,695,460	18,655,739	18,196,953
<b>Total Operating Expenses</b>	<b>172,480,464</b>	<b>182,133,239</b>	<b>185,483,604</b>
<b>Net Operating Income</b>	<b>3,140,156</b>	<b>7,738,316</b>	<b>13,953,052</b>
<b>Nonoperating Activity</b>			
Nonoperating revenues	35,247,956	473,996	583,913
Nonoperating expenses	(11,236,806)	(14,138,113)	(24,405,889)
<b>Total Nonoperating Activity</b>	<b>24,011,150</b>	<b>(13,664,117)</b>	<b>(23,821,976)</b>
<b>Total Change in Net Position</b>	<b>\$ 27,151,306</b>	<b>(5,925,801)</b>	<b>(9,868,923)</b>

**Operating Margin Analysis**

**Operating Margin**

*Profitability ratio that demonstrates how much revenues are left over after all the operating costs have been paid.*

Operating Net Income (Loss)	3,140,156	7,738,316	13,953,052
Operating Revenues	175,620,620	189,871,555	199,436,657
<b>TSTC Operating Margin:</b>	<b>1.79%</b>	<b>4.08%</b>	<b>7.00%</b>

<b>Benchmark:</b>	<b>Bond Rating</b>	<b>Median</b>
<i>Public Universities</i>	Prime	0.60%
	High Grade	0.40%
	Upper Medium Grade	-3.80%

TEXAS STATE TECHNICAL COLLEGE

Quarterly Real Estate Lease Report for Minute Order 15-21

As of November 30, 2021

Name of Lease	Amount of Lease	Start Date	Term Date
Texas A&M Engineering Experiment Station (TEES) Workspace Agreement	\$0	10/15/2021	8/31/2023
Antheon Research, Inc. Quonset Hut Lease Agreement	\$4,191	11/1/2021	12/31/2021
Texas Parks and Wildlife Department Lease Agreement	\$6,480	10/1/2021	9/30/2023

The leases above (TSTC is the lessor) are reported to the Board of Regents, per MO 15-21, when (1) the period of the lease, including optional extensions, does not exceed two years; and (2) the dollar value of the lease, including any amendment, modification, renewal, or extension of the lease, is less than \$500,000. Any leases exceeding those thresholds are presented to the Board of Regents through a separate minute order.

# TEXAS STATE TECHNICAL COLLEGE

## Quarterly Report for Contracts > \$1 Million

As of November 30, 2021

Name of Contract	Total Contract Value	Start Date	Term Date
Bartlett Cocke General Contractors CMAR for Various Civil and Ancillary Projects at TSTC in Waco	\$11,241,258	3/29/21	5/11/23
Bartlett Cocke General Contractors CMAR The Faraday Center TSTC in Fort Bend	\$8,103,091	12/13/19	5/31/22
Trane US Inc. PACT Agreement TSTC in Waco	\$7,971,315	7/30/10	6/30/27
Cavallo Energy Texas LLC Utility Services	\$6,309,951	1/1/19	12/31/23
Asher Media Advertising Services Agreement	\$6,222,000	9/1/19	8/31/22
Workday Incorporated Enterprise Resource Planning System	\$4,940,686	10/18/19	10/17/23
Incline Alchemy Workday Implementation Partner Agreement	\$3,700,356	9/30/20	9/30/23
Texas General Land Office Utility Services	\$3,323,362	9/1/09	8/31/23
King Consultants Abatement and Demo Project Agreement TSTC in Waco	\$2,879,043	3/20/20	3/1/23
Hyland LLC Perceptive Content Software Maintenance and Support Agreement	\$2,354,231	8/12/09	8/31/22
PBK Inc. A/E Services TSTC in Waco	\$1,427,575	7/18/19	7/18/24
Enterprise Fleet Management Vehicle Leases for Statewide Fleet	\$1,340,804	11/2/15	6/30/23
BWC Education Group CMAR Agreement for the Plumbing Testing Center TSTC in Waco	\$1,336,150	8/19/21	6/19/22
Texas Education Agency Calibrate Labor Market Analysis Tool Revenue Agreement	\$1,212,964	9/1/19	8/31/22
City of Waco Purchase of Potable Water TSTC in Waco	\$1,142,239	8/6/18	8/6/28
Ellucian Company LP Colleague Enterprise Resource Planning System	\$1,280,602	9/1/20	8/31/22

The contracts above include current contracts over one million dollars for the purchase or sale of goods or services.

## TABLE OF CONTENTS

### Committee for Facilities

Keith Honey, Chair; John Hatchel, Member

#### Committee Chair Comments

#### Minute Orders:

#### Proposed MO#

- |           |  |                     |
|-----------|--|---------------------|
| 11-22 (c) | Authorize the Chancellor to Enter into Contracts Greater than One Million Dollars to Renovate the Electronics Center and Technical Studies Center Buildings at Texas State Technical College in Waco | 55                  |
|           |  | <i>Rick Herrera</i> |
| 12-22 (c) | Approve the Concept to Renovate a Portion of an Existing Building at Texas State Technical College in Harlingen  | 57                  |
|           |  | <i>Rick Herrera</i> |

#### Reports:

- |    |                                       |                     |
|----|---------------------------------------|---------------------|
| 1. | Major Facility Projects Status Update | 61                  |
|    |                                       | <i>Rick Herrera</i> |





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**Board Meeting Date:** March 10, 2022 **Proposed Minute Order #:** 11-22 (c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Authorize the Chancellor to Enter into Contracts Greater than One Million Dollars to Renovate the Electronics Center and Technical Studies Center Buildings at Texas State Technical College in Waco**

**Background:** The Board of Regents approved the project and budget by Minute Order 13-21 (c).

**Justification:** The buildings will be reconfigured for high-value programs including Instrumentation Technology, Electric Power & Controls, Biomed Equipment Technology and Occupational Safety and Environmental Compliance.

**Additional Information:** The total project budget is \$6,085,000.

**Action Schedule:**

Approve Pursuit of EDA Cares Act Funding	EA 26-20
Approve Project and Budget	MO 13-21(c)
Approve Contracts Greater than One Million Dollars	MO 11-22(c)

**Fiscal Implications:** Funds are available as currently budgeted.

**Attestation:** The 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 Texas State Technical College Board of Regents authorizes the Chancellor, or his designee, to enter into contracts and all necessary contract amendments including contracts greater than One Million Dollars for the renovation of the Electronics Center and Technical Studies Center buildings at Texas State Technical College in Waco."

**Recommended By:** **[ORIGINAL SIGNED BY]**  
Rick Herrera, Vice Chancellor & Chief Student Services Officer

February 3, 2022

254-867-3972

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

**Re: Authorize the Chancellor to Enter into Contracts Greater than One Million Dollars to Renovate the Electronics Center and Technical Studies Center Buildings at Texas State Technical College in Waco**

As requested, I have reviewed and considered the legal ramifications of authorizing the Chancellor, or his designee, to enter into contracts and all necessary amendments with a value greater than One Million Dollars (\$1,000,000.00), for the renovation of the Electronics Center and Technical Studies Center buildings at Texas State Technical College in Waco.

During the 84th Legislative Session comprehensive changes were made to the Texas Education and Government Codes, wherein the TSTC Board of Regents was given exclusive authority to approve and sign certain contracts on behalf of TSTC with a value exceeding One Million Dollars (see [TEC §51.9337\(f\)](#) and [TGC 2261.254\(c\)\(d\)](#)). However, included in the changes to the aforementioned Codes are provisions that permit the TSTC Board of Regents to delegate said approval and signatory authority to the Chancellor or his designee.

Having reviewed the Texas Education Code and the Texas Government Code, it is my opinion that approval of the delegation of authority from the Board of Regents to the Chancellor, or his designee, to enter into contracts with a value greater than One Million Dollars (\$1,000,000.00), and all necessary contract amendments, comports with state law and TSTC policy.

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

Respectfully Submitted,

**[ORIGINAL SIGNED BY]**

Edward C. Vallejo Associate  
General Counsel

cc: Rick Herrera  
Vice Chancellor & Chief Student Services Officer

Ray Rushing, J.D.  
Vice Chancellor & Chief Legal Officer / General Counsel



**Board Meeting Date:** March 10, 2022 **Proposed Minute Order #:** 12-22 (c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Approve the Concept to Renovate a Portion of an Existing Building at Texas State Technical College in Harlingen**

**Background:** The shortage of licensed plumbers in Texas became apparent during the record arctic winter storm of 2021. One of the limiting factors in licensing plumbers is the backlog of applicants to be tested by the Texas State Board of Plumbing Examiners (TSBPE) at the Austin location. This along with the limited availability of skilled craftsmen has created a sense of urgency to address this situation.

**Justification:** Texas State Technical College stepped up to the plate and built a plumbing testing center on the Waco Campus which opened in January 2022. TSTC has agreed to construct an additional testing site on the Harlingen Campus which will help reduce the backlog created by the single testing site in Austin.

**Additional Information:** Texas State Technical College is proposing to construct an approximately 7,000 SF testing center on the Harlingen Campus. The building to be renovated for this project has not yet been determined.

**Action Schedule** Approve Concept MO 12-22(c)

**Fiscal Implications:** Funds are available as currently budgeted.

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

**Attachment(s):**

**Recommended Minute Order:** "The Texas State Technical College Board of Regents approves the concept to renovate an existing facility at Texas State Technical College in Harlingen."

**Recommended By:** [ORIGINAL SIGNED BY]  
Rick Herrera, Vice Chancellor & Chief Student Services Officer

## Waco Plumbing Testing Center



*Model Houses*





*Brazing & Soldering Area*







*Water Heater Observation*



**Board Meeting Date:** March 10, 2022

**Proposed Minute Order #:** 14-22(c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Approve the Amended Budget to Renovate the John B. Connally Technology Center at Texas State Technical College in Waco**

**Background:** By MO 43-21(c) the Texas State Technical College Board of Regents approved the project and budget to renovate the John B. Connally Technology Center on the Waco Campus.

**Justification:** The renovation plans evolved to meet the creative and innovative expectations for the multipurpose spaces to be welcoming, inspiring and motivating to prospective and current students and to provide flexible administrative office space. In addition, construction prices continue to escalate monthly. Due to the enhanced scope of the project and increased construction costs, the TSTC administration requests to increase the budget by \$7,800,000 for a total amended project budget of \$13,000,000.

**Additional Information:** None.

<b>Action Schedule:</b>	Approve Project Concept	EA 20-21
	Approve Project and Budget	MO 43-21(c)
	Approve Amended Budget	MO 14-22(c)

**Fiscal Implications:** A combination of capital reserves, currently available bond proceeds, and future bond proceeds will fund the project.

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

**Attachment(s):** None.

**Recommended Minute Order:** "The Texas State Technical College Board of Regents approves the amended budget to renovate the John B. Connally Technology Center at Texas State Technical College in Waco."

**Recommended By:** **[ORIGINAL SIGNED BY]**  
Rick Herrera, Vice Chancellor & Chief Student Services Officer

# Major Projects Report March 2022

#	Project Name	Campus	Delivery Method	Fund Source	Cost Allocation	Required Approvals	% Complete
1	Abate and Demo Airbase Buildings on Waco Campus	Waco	RFQ/ RFP	Appropriations	Contracted and Obligated \$ 29,644,640	Concept	75%
				Local Funds	\$ 100,000	A/E Contract	
					CMR Civil and Ancillary Projects \$ 11,241,258	Project and Budget	
				Total Funds	\$ 29,744,640	Abate and Demo Complete Project	
2	Campus Wide Drainage Project	Waco	Comp Sealed Proposal	Unfunded	\$ 2,074,290	Project and Budget	0%
					Engineering Design \$ 305,000		
					Construction Costs \$ 1,726,290		
				Total Funds	\$ 2,074,290		
3	Griffith Hall	Waco	Design Build	TSTC Foundation	\$ 21,900,000	Concept to Lease Land	97%
				Total	\$ 21,900,000	Ground Lease	
					Owner's Cost \$ 307,603	Master Lease	
					Owner's Reserve (Balance) \$ 383,807	Complete Project	
4	Renovate EEC and TSC buildings at TSTC in Waco	Waco	A/E - CMaR	EDA Grant	\$ 3,500,000	Pursuit of EDA Grant	2%
				TSTC Matching Funds	\$ 2,585,000	Project and Budget	
				Total	\$ 6,085,000	Contracts	
						Complete Project	
5	Kultgen Automotive Center Renovation	Waco	RFQ/RFP	Local Bonds 2020	\$ 1,900,000	Project and Budget	8%
				Amended Budget	\$ 400,000	Amended Budget	
				Add'l Bonds 2020	\$ 200,000	Complete Project	
				Total	\$ 2,500,000		
6	Renovate the JBC Building for a Multifunction Center, Welcome	Waco	RFQ/RFP	HEAF & Local Bonds	\$ 5,200,000	Concept	7%
				Total	\$ 5,200,000	Project and Budget	
						Complete Project	
7	TSTC Portion North Interceptor Joint Effort	Waco	TBD	Local Bonds 2020	\$ 1,500,000	Concept	0%
				Total	\$ 1,500,000	Project and Budget	
						Complete Project	
8	Capital Construction Assistance Project at Fort Bend	Fort Bend	RFQ	CCAP Bonds	\$ 41,800,000	Concept	1%
				TBD	\$ 12,540,000		
				Total	\$ 54,340,000		



# Major Projects Report March 2022

#	Project Name	Campus	Delivery Method	Fund Source	Cost Allocation	Required Approvals	% Complete
9	Capital Construction Assistance Project at Harlingen	Harlingen	RFQ	CCAP Bonds TBD Total	Architectural Pre Design \$ 37,800,000 A/E Design Services \$ 11,340,000 Construction Contract Reserve \$ 48,745,000 Total Budget \$ 49,140,000	Concept MO 46-21	1%
10	Capital Construction Assistance Project at Waco	Waco	RFQ	CCAP Bonds TBD Total	Architectural Pre Design \$ 53,600,000 A/E Design Services \$ 16,080,000 Construction Contract Reserve \$ 69,275,000 Total Budget \$ 69,680,000	Concept MO 46-21	1%
11	Capital Construction Assistance Project at Abilene	Abilene	RFQ	CCAP Bonds TBD Total	Architectural Pre Design \$ 13,500,000 A/E Design Services \$ 4,050,000 Construction Contract Reserve \$ 17,459,605 Total Budget \$ 17,550,000	Concept MO 46-21	0%
12	Capital Construction Assistance Project at EWCHEC	EWCHEC	RFQ	CCAP Bonds TBD Total	Architectural Pre Design \$ 33,300,000 A/E Design Services \$ 9,990,000 Construction Contract Reserve \$ 43,049,800 Total Budget \$ 43,290,000	Concept MO 46-21	0%
13	Capital Construction Assistance Project at Marshall	Marshall	RFQ	CCAP Bonds TBD Total	Architectural Pre Design \$ 15,000,000 A/E Design Services \$ 4,500,000 Construction Contract Reserve \$ 19,398,500 Total Budget \$ 19,500,000	Concept MO 46-21	0%
14	Capital Construction Assistance Project at North Texas	North TX	RFQ	CCAP Bonds TBD Total	Architectural Pre Design \$ 13,500,000 A/E Design Services \$ 4,050,000 Construction Contract Reserve \$ 17,460,250 Total Budget \$ 17,550,000	Concept MO 46-21	0%
15	Plumbing Testing Center	Harlingen	TBD	TBD Total	Architectural Services Construction Contract Reserve Total Budget \$ -	Concept Project and Budget Completion Schedule MO 12-22 TBD TBD	0%
Total Projects				\$ 333,968,930			

## **TABLE OF CONTENTS**

### **Committee for General Administration**

Pat McDonald, Chair; Tony Abad, Member

#### **Committee Chair Comments**

#### **Minute Orders: Proposed MO#**

None.

#### **Reports:**

None.

