

# Board of Regents Meeting

May 12, 2016  
Waco, Texas





Office of the Chancellor

254.867.4891

Fax: 254.867.3690

3801 Campus Dr. x Waco, TX 76705

www.tstc.edu



April 28, 2016

Mr. Keith Honey, Chair  
Members of the Board of Regents  
Texas State Technical College  
Waco, Texas 76705

SUBJECT: Action Items for the Board of Regents' Meetings on May 12, 2016

Regents,

The attached materials have been prepared for consideration by the Board of Regents of Texas State Technical College for the May 12, 2016 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,

A handwritten signature in black ink, appearing to read 'Michael L. Reeser', with a long horizontal stroke extending to the right.

Michael L. Reeser  
Chancellor

/lmm

Attachments





Office of the Chancellor  
254.867.4891  
Fax: 254.867.3960

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May 12, 2016

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

**RE:** *Quarterly Control & Compliance Attestation*

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 March 31, 2016, 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 March 31, 2016, that should be disclosed due to their impact on the financial statements, effectiveness of existing systems of control, or regulatory compliance.

Please note, details of any issues, if not previously communicated, are attached to this document.

Sincerely,



Michael L. Reeser  
Chancellor & CEO



CELEBRATING  
HALF A CENTURY

## **SCHEDULE OF ACTIVITIES**

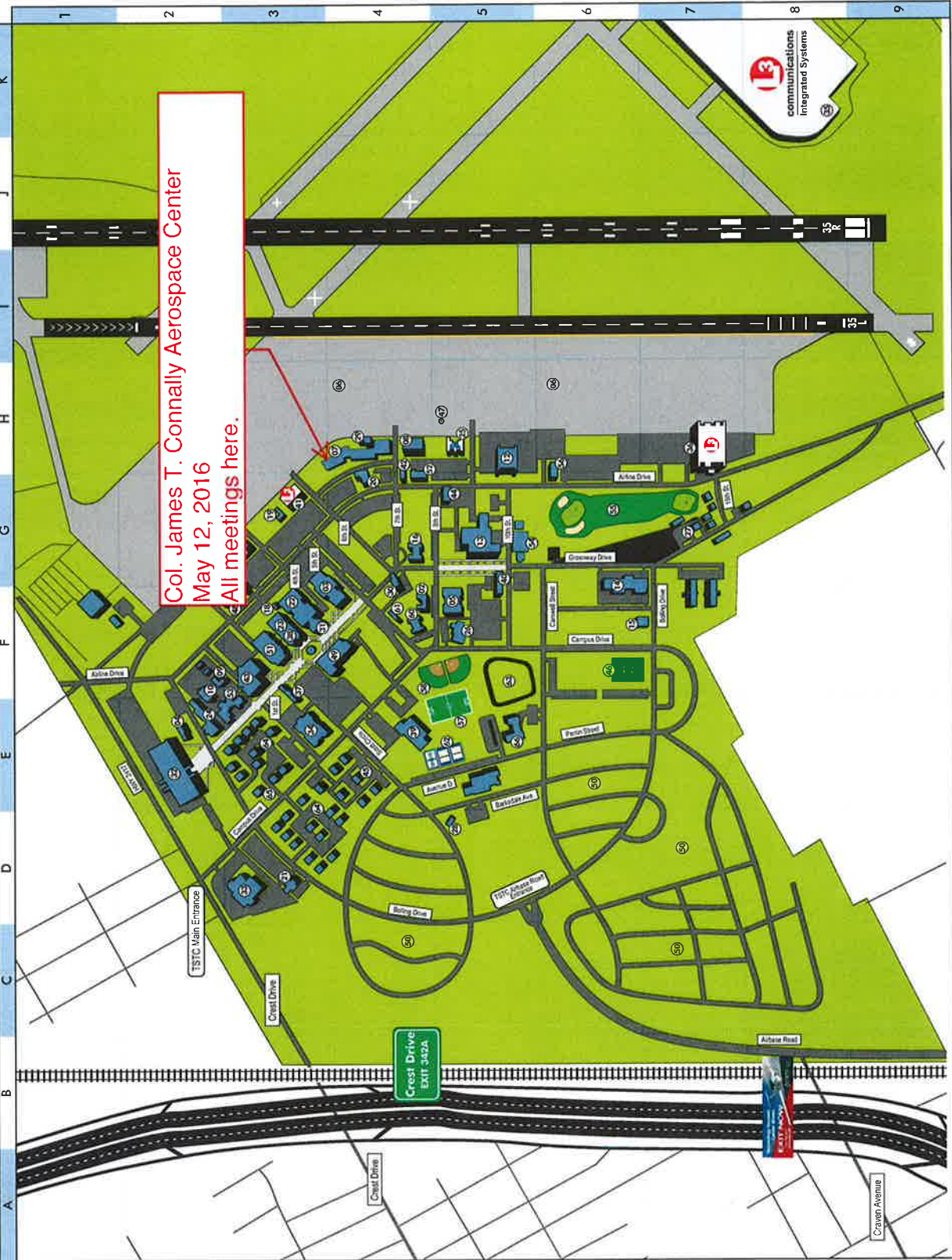
**TEXAS STATE TECHNICAL COLLEGE**  
**Board of Regents**  
**May 12, 2016**  
**Waco, Texas**

**Reservations:** **Hilton Waco**  
113 S. University Parks Dr.  
Waco, TX 76701  
Telephone: (254) 759-5517

**Thursday, May 12, 2016**

**Board of Regents Meetings**  
TSTC Waco  
Col James T. Connally Aerospace Center and Terminal

- 8:00 a.m. **Breakfast**
- 9:00 a.m. **Board Working Group Meetings**
- 10:45 a.m. **Audit Committee Meeting**
- 11:30 a.m. **Lunch**
- 12:30 p.m. **Board of Regents Committee Meetings**
- 3:00 p.m. **Board of Regents Meeting**



**Col. James T. Connally Aerospace Center**  
**May 12, 2016**  
**All meetings here.**

**TSTC Campus Map Key**

- F-5 Air-Conditioning & Refrigeration Technology (1AC)75
- F-6 Air Traffic Control (1ATC)
- H-4 Aircraft Maintenance Hangar (1AMH)
- G-3 Aircraft Training (1ATE)
- H-1 Airport Pilot Training (1ATEL)
- H-4 Airport (also see G thru K 1-3; H thru K 4-9)
- H-5 Airport Control Tower (1TVR)
- H-5 Airport Emergency Fire & Rescue (10BU)
- H-5 Airport Shop (1APS)
- F-2 Auto Collision Repair (1ACR)
- H-2 Auto Refinish Lab (1ARL)
- H-5 Aviation Maintenance Hangar/Lab (1AER)
- G-3 Building Construction Technology (1BCT)
- G-3 Campus Administration/President's Office (1AM1)
- F-4 Campus Living
- F-4 Central Receiving Storage (1S37)
- F-4 Chiller Plant (1CPL)
- H-4 Colonel James Connally Aerospace Center (1ASC) 7
- F-3 Computerized Tomography Lab (1CTL)
- H-4 Dental Assistant Department (1DNT)
- G-5 Diesel Equipment Technology (1BAT)
- G-3 Dr. Roy Dugger Center (1RDC)
- D-3 Educator's Credit Union
- F-3 Electronics Center (1EEC)
- F-3 Electronics Office (1EEO)
- F-3 Facilities Planning (1FN)
- F-3 Fire Station #3
- H-5 Golf Course & Landscape Management (1GMT)
- G-5 Greb Watson Culinary Arts Center (1CUL)
- F-3 Health Services (1SSC)
- F-3 Human Organization and Development (1SAA)
- G-2 Hypervelocity Storage (1HLL)
- F-3 IDEAS Center (1IEEC)
- F-3 Industrial Technology Center (1ITC)
- D-3 John B. Connally Technology Center (1JBC)
- E-3 Kuligen Automotive Center (1KAC)
- F-6 L-3 Communications (1OPL)
- H-7 L-3 Communications Hangar
- F-3 L-3 Communications (01, G-3)
- F-3 Lavaca Hall (1LAV)
- F-3 Library (1EEO)
- F-3 Murray Watson Jr. Student Rec Ctr (1SRC)
- F-3 Patterson Hall (1PHO)
- G-5 Physical Plant buildings (1GL1)
- F-3 Physical Plant Buildings (1GL2)
- D-3 Physics & Organic Communications Ctr (1PGC)
- D-3 Power & Mechanical Maintenance (1PMM)
- F-4 Red River Apartments
- F-4 Rosemary Henderson Env. Training Ctr
- F-4 Solar Tech Bldg (1TRVT)
- G-5 Space Lab (1CASPER) (1HLL)
- F-3 Student Family Services (also see C-7, D-7, E-6)
- F-4 Student Services Center (1SSC)
- F-3 Technical Studies Center (1TSC)
- E-3 Transportation Technologies Center (1TTC)
- G-6 TSTC Golf Facility (also see G-7)
- H-6 TSTC Police Department
- F-5 TSTC Soccer Field
- F-4 TSTC Softball Fields
- F-4 TSTC System Annex (1HRS)
- F-4 TSTC System Chancellor's Office (1CHA)
- F-5 TSTC Tennis/Outdoor Basketball Courts
- F-5 TSTC Walking Track
- F-5 Village Oaks Apartments (also see D-3)
- F-5 Village Oaks Apartments Business Office
- F-5 Women's Resource Center (1WRC)

Look for this billboard traveling north on IH-35 exit 342A