

Meeting of the Board of Regents

August 8, 2024
Waco, Texas



OFFICE OF THE CHANCELLOR

3801 Campus Drive
Waco, Texas 76705

Phone: 254-867-4891
Fax: 254-867-3979

July 22, 2024

Dr. Tiffany Tremont, Chair
Members of the Board of Regents
Texas State Technical College
Waco, Texas 76705

RE: Action Items for the Meeting of the Board of Regents on August 7 & 8, 2024

Regents:

The attached materials have been prepared for consideration by the Board of Regents of Texas State Technical College for the August 7-8 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,

[ORIGINAL SIGNED BY]

Michael L. Reeser
Chancellor & CEO

Enclosures

July 22, 2024

Dr. Tiffany Tremont, 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 June 30, 2024, 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 June 30, 2024, 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,

[ORIGINAL SIGNED BY]

Michael L. Reeser
Chancellor & CEO

TEXAS STATE TECHNICAL COLLEGE

**Meeting of the
Board of Regents**

**John B. Connally Visitor Center
1651 E. Crest Drive
Waco TX 76705***

**Thursday, August 8, 2024
9:30 am**

AGENDA

- I. MEETING CALLED TO ORDER**
- II. INVOCATION**
- III. RECOGNITION OF GUESTS**
- IV. DETERMINATION OF QUORUM**
- V. ADOPTION OF AGENDA**
- VI. APPROVAL OF MINUTES OF MAY 9, 2024 MEETINGS**
- VII. PUBLIC COMMENTS**
- VIII. CHANCELLOR COMMENTS**
- IX. COMMITTEE REPORTS & MINUTE ORDERS**

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

Kathy Stewart, Chair; Lizzy de la Garza Putegnat, Member

Committee Chair Comments

Minute Orders:

SL 04-24(c)	Approve Renewal of the Software Agreement with Instructure, Inc. for a Learning Management System	2
		<i>Jonathan Hoekstra</i>
SL 05-24(c)	Approve Associate Degree and Certificate Programs	3
		<i>Jonathan Hoekstra</i>
SL 06-24(c)	Rescind Minute Order 65-01 Policy for Faculty Evaluation	12
		<i>Jonathan Hoekstra</i>
SL 07-24(c)	Rescind Minute Order 33-15 Policy for Curriculum Committee	13
		<i>Jonathan Hoekstra</i>
SL 08-24(c)	Rescind Minute Order 37-15 Policy for Learning Resource Center Evaluation	15
		<i>Jonathan Hoekstra</i>
SL 09-24(c)	Approve Updated Policy for Library Services & Resources	16
		<i>Jonathan Hoekstra</i>

Reports:

None.

b. **Committee for Fiscal Affairs**

Ron Widup, Chair; Kathy Stewart, Member

Committee Chair Comments

Minute Orders:

Proposed MO#

FA 02-24 (c)	Approve Schedule of Tuition and Fees Effective Fall 2025 Semester	19
		<i>Chad Wooten</i>

FA 03-24(c)	Approve Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory, Effective Fall 2025 Semester	23
	<i>Chad Wooten</i>	
FA 04-24(c)	Approve Operating Budget for Fiscal Year 2025	26
	<i>Chad Wooten</i>	
FA 05-24(c)	Approve Appropriation Transfers for Fiscal Years 2024 & 2025	29
	<i>Chad Wooten</i>	
FA 06-24(c)	Approve the Eleventh Supplemental Resolution to the Master Resolution Authorizing the Issuance of up to \$60,000,000 in Principal Amount of Texas State Technical College System Revenue Financing System Improvement Bonds and Related Approvals, Authorizations, and Delegations	31
	<i>Chad Wooten</i>	

Reports:

1.	Quarterly Investment Report	33
	<i>Chad Wooten</i>	
2.	Pledged Collateral Report	36
	<i>Chad Wooten</i>	
3.	Budget Performance Report	37
	<i>Chad Wooten</i>	
4.	Quarterly Lease Report	39
	<i>Chad Wooten</i>	
5.	Quarterly Report for Contracts > \$1 Million	40
	<i>Chad Wooten</i>	
6.	Contract Management Training	<i>Chad Wooten</i>

c. **Committee for Facilities**

Keith Honey, Chair

Committee Chair Comments

Minute Orders:

Proposed MO#

FAC 05-24(c) Accept the Project, Budget, and Contracts Greater than \$1M to Abate and Raze Five Structures at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco. 43

Rick Herrera

FAC 06-24(c) Approve the Amended Budget to Construct the Capital Construction Assistance Project at Texas State Technical College in Marshall 48

Rick Herrera

FAC 07-24(c) Amend the Approved Budget to Construct and Furnish the Capital Assistance Construction Assistance Project at Texas State Technical College in Ft. Bend County 50

Rick Herrera

FAC 08-24(c) Amend the Approved Budget to Construct and Furnish the Capital Assistance Construction Assistance Project at Texas State Technical College in Abilene 51

Rick Herrera

Reports:

1. Oral Construction Update

2. Major Facility Projects Status Update 52

Rick Herrera

d. **Committee for General Administration**

Robb Misso, Chair

Committee Chair Comments

Minute Orders:

None.

Reports:

Oral Report: "Culture of Caring" - Student Support Fundraising in the TSTC
Foundation

Cledia Hernandez

X. RECESS OPEN MEETING

XI. CLOSED MEETING

3. The Closed Meeting is called to Order.
4. Consultation with Attorney (Texas Government Code, Section 551.071)
 1. Ted Donovan v. TSTC
 2. Davis/Dorton v. Reeser/Rushing
 3. Colby Walters v. TSTC
 4. Eric Garcia v. TSTC
5. Deliberation Regarding Real Property (Texas Government Code, Section 551.072)
4. Personnel Matters (Texas Government Code, Section 551.074)
5. Adjourn

XII. OPEN MEETING RECONVENES

XIII. ACTION ON CLOSED MEETING

XIV. CONSENT AGENDA ITEMS

SL 04-24(c) Approve Renewal of the Software Agreement with
Instructure, Inc. for a Learning Management System

SL 05-24(c) Approve Associate Degree and Certificate Programs

SL 06-24(c)	Rescind Minute Order 65-01 Policy for Faculty Evaluation
SL 07-24(c)	Rescind Minute Order 33-15 Policy for Curriculum Committee
SL 08-24(c)	Rescind Minute Order 37-15 Policy for Learning Resource Center Evaluation
SL 09-24(c)	Approve Updated Policy for Library Services & Resources
FA 02-24 (c)	Approve Schedule of Tuition and Fees Effective Fall 2025 Semester
FA 03-24(c)	Approve Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory, Effective Fall 2025 Semester
FA 04-24(c)	Approve Operating Budget for Fiscal Year 2025
FA 05-24(c)	Approve Appropriation Transfers for Fiscal Year 2024 & 2025
FA 06-24(c)	Approve the Eleventh Supplemental Resolution to the Master Resolution Authorizing the Issuance of up to \$60,000,000 in Principal Amount of Texas State Technical College System Revenue Financing System Improvement Bonds and Related Approvals, Authorizations, and Delegation
FAC 05-24(c)	Accept the Project, Budget, and Contracts Greater than \$1M to Abate and Raze Five Structures at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco
FAC 06-24(c)	Approve the Amended Budget to Construct the Capital Construction Assistance Project at Texas State Technical College in Marshall

FAC 07-24(c) Amend the Approved Budget to Construct and Furnish the Capital Assistance Construction Assistance Project at Texas State Technical College in Ft. Bend County

FAC 08-24(c) Amend the Approved Budget to Construct and Furnish the Capital Assistance Construction Assistance Project at Texas State Technical College in Abilene

XV. UNFINISHED BUSINESS

XVI. NEW BUSINESS

XVII. CHANCELLOR COMMENTS

XVIII. BOARD COMMENTS

XIX. ADJOURN

Texas State Technical College

**Special Meeting
Of the Board**

**Marshall Mercantile
211 N. Washington Avenue
Marshall, Texas 76570**

**Wednesday, May 8, 2024
5:00 pm**

MINUTES

I. MEETING CALLED TO ORDER

The meeting was called to order at 5:41pm.

II. DETERMINATION OF QUORUM

The following regents were present: Tiffany Tremont, Ron Widup, Keith Honey, Kathy Stewart, Robb Misso, Ron Rohrbacher, and Eric Beckman.

A quorum was established.

III. DISCUSSION OF UPCOMING BOARD MEETING LOCATIONS AND UPDATES

Information only. No action taken.

IV. ADJOURN

The meeting was adjourned at 5:44pm.

[ORIGINAL SIGNED BY]

Edward Vallejo
Secretary to the Board

**Presiding officer will be physically present at this address.*

**Texas State Technical College
Audit Committee Meeting
of the Board of Regents**

**Industrial Technology Center - RM 515
2650 E End Blvd S
Marshall, TX 75672***

**Thursday, May 9, 2024
9:30 a.m.**

MINUTES

[Lizzy de la Garza Putegnat (Chair), Robb Misso]

I. MEETING CALLED TO ORDER BY AUDIT COMMITTEE CHAIR LIZZY DE LA GARZA PUTEGNAT

The meeting, with all nine members of the Board of Regents present, was called to order at 10:45 am.

II. COMMITTEE CHAIR COMMENTS

Regent Putegnat asked for VC Jason Mallory to present his reports. These reports are listed below.

III. MINUTE ORDERS & REPORTS

VC Mallory discussed the following reports with additional information and answered questions from the regents.

1. Status of Fiscal Year 2024 Audit Schedule & Other Projects
2. Status of Construction Audits
3. Summary of Audit Reports
4. Follow-up Schedule & Status
5. Payment Card Industry Data Security Standard (PCI DSS) Audit (24-002A)
6. Safety & Security Audit (24-007A)
7. TAC 202 Compliance – Quarterly Update
8. Summary: State of Texas Financial Portion of the Statewide Single Audit Report for the Year Ended August 31, 2023
9. Summary: State of Texas Federal Portion of the Statewide Single Audit Report for the Year Ended August 31, 2023
10. Summary: Report on Full-time Equivalent State Employees for Fiscal Year 2023
11. Attestation Disclosures

**Presiding officer will be physically present at this address.*

(c) denotes Consent Agenda Item

IV. CHANCELLOR COMMENTS

Chancellor Reeser offered gratitude for the Audit team.

V. BOARD COMMENTS

None.

VI. ADJOURN

The meeting was adjourned at 11:10am.

[ORIGINAL SIGNED BY]

Edward Vallejo
Secretary to the Board

**Presiding officer will be physically present at this address.*

(c) denotes Consent Agenda Item

TEXAS STATE TECHNICAL COLLEGE

**Meeting of the
Board of Regents**

**Texas State Technical College
Industrial Technology Center - Rm 515
2650 E End Blvd S
Marshall, TX 75672**

**Thursday, May 9, 2024
10:00 am**

MINUTES

I. MEETING CALLED TO ORDER

The meeting was called to order at 11:12 am by Chair Dr. Tiffany Tremont.

II. INVOCATION

Jonathan Hoekstra offered the invocation.

III. RECOGNITION OF GUESTS

Chair Dr. Tiffany Tremont offered gratitude for Provost Day and the team for their hospitality.

IV. DETERMINATION OF QUORUM

All regents were present: Dr. Tiffany Tremont, Ron Widup, Curtis Cleveland, Keith Honey, Dr. Kathy Stewart, Lizzy de la Garza Putegnat, Robb Misso, Ron Rohrbacher, Eric Beckman.

A quorum was established.

V. **ADOPTION OF AGENDA**

The agenda was approved unanimously and adopted with a first motion by Regent Honey and second motion by Regent Misso.

VI. **APPROVAL OF MINUTES OF FEBRUARY 7 & 8, 2024 MEETINGS**

The minutes from the February 2024 meetings were approved unanimously with a first motion by Regent Putegnat and a second motion by Regent Beckman.

VII. **PUBLIC COMMENTS 11:16 am**

Rush Harris, Executive Director of the Marshall Economic Development Center, offered gratitude and appreciation for the work of TSTC and local leadership.

VIII. **CHANCELLOR COMMENTS**

Chancellor Reeser shared a slide deck highlighting TSTC's growth and the objectives of the meeting. Regent Widup asked for clarification on the meaning of Central Administration displayed in a graph and VC Wooten offered information.

IX. **COMMITTEE REPORTS & MINUTE ORDERS**

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

Kathy Stewart, Chair; Lizzy de la Garza Putegnat, Member

Committee Chair Comments

Regent Stewart provided a summary of the committee meeting and then asked VC Hoekstra to present minute order, *SL 03-24(c) - Approve Schedule of Charges for the Incidental Cost in Aircraft Pilot Training Technology (APTT) Effective Fall 2024.*

b. **Committee for Fiscal Affairs**

Ron Widup, Chair; Kathy Stewart, Member

Committee Chair Comments

VC Wooten did not have any minute orders to present, but offered additional information for the following reports: Quarterly Investment, Pledged Collateral, Debt Management, Budget Performance, Quarterly Lease Report, Quarterly Report for Contracts > \$1 Million

Additionally, VC Wooten offered an update on the current budget and planning.

Regent Widup provided appreciation for the team's availability and meticulous knowledge when asked about various topics.

c. **Committee for Facilities**

Keith Honey, Chair

Committee Chair Comments

Regent Honey introduced VC Semien to present his minute order, *FAC 04-24(c) - Approve Service Agreements for Landscaping Services at TSTC in Waco*. VC Semien then shared a Campus Services informational video. Regent Widup asked for additional information regarding the new safety fair. VC Semien explained the purpose and plan for an upcoming safety fair in Waco. The Campus Services team was asked to stand for recognition

Regent Honey requested for VC Herrera to present his Major Facility Projects report and a CCAP video update. The Campus Expansion team was asked to stand for recognition.

d. Committee for General Administration

Robb Misso, Chair

Committee Chair Comments

Regent Misso provided a brief summary of the many facets of General Administration. He invited VC Hernandez to present the minute order *GA 03-24(c) - Approve Naming Lab at The WorkSITE in Waco*. She also presented the Career Services Engagement & Impact Report for 2022-2023 and an Employer Engagement presentation.

Regent Widup asked for more information regarding TSTC 1102 course and VC Hernandez offered additional information. Regent Putegnatt asked about employer feedback. Regent Honey added praise for the work TSTC is doing with employers and industry.

Regent Misso invited General Counsel, Edward Vallejo, to present minute orders, *GA 04-24(c) - Certify Compliance With Executive Order GA 44 by the Governor of the State of Texas Relating to Addressing Acts of Antisemitism in Institutions of Higher Education* and *GA 05-24(c) - Certify Compliance With Texas Education Code, Section 51.3525, Responsibility of Governing Boards Regarding Diversity, Equity, and Inclusion Initiatives*.

X. RECESS OPEN MEETING

Chair Tremont recessed the open meeting at 12:31 pm.

XI. CLOSED MEETING

The Closed Meeting was called to Order at 12:42 pm.

All nine regents were present initially, but Regent Putegnatt left the meeting at 12:51 pm and Regent Cleveland left the meeting at 1:02 pm.

Updates were presented regarding the following litigations from consultation with Attorney (Texas Government Code, Section 551.071)

1. Ted Donovan v. TSTC

2. Davis/Dorton v. Reeser/Rushing
3. Rachel Myrick v. TSTC
4. Colby Walters v. TSTC
5. Eric Garcia v. TSTC

Deliberation Regarding Real Property (Texas Government Code, Section 551.072) took place, as well as other personnel matters (Texas Government Code, Section 551.074)

The closed meeting was adjourned at 1:46 pm.

XII. OPEN MEETING RECONVENES

Chair Tremont reconvened the open meeting at 1:49 pm.

XIII. ACTION ON CLOSED MEETING

Action from the Closed Meeting was presented after the consent agenda items as new business.

XIV. CONSENT AGENDA ITEMS

SL 03-24(c) Approve Schedule of Charges for the Incidental Cost in Aircraft Pilot Training Technology (APTT) Effective Fall 2024

FAC 04-24(c) Approve Service Agreements for Landscaping Services at TSTC in Waco

GA 03-24(c) Approve Naming Lab at The WorkSITE in Waco

GA 04-24(c) Certify Compliance With Executive Order GA 44 by the Governor of the State of Texas Relating to Addressing Acts of Antisemitism in Institutions of Higher Education

GA 05-24(c) Certify Compliance With Texas Education Code, Section 51.3525, Responsibility of Governing Boards Regarding Diversity, Equity, and Inclusion Initiatives

The consent agenda items were approved unanimously with a first motion by Regent Honey and with a second motion by Regent Stewart.

XV. UNFINISHED BUSINESS

None.

XVI. NEW BUSINESS

Regent Honey presented the following minute orders, which were discussed during the closed session.

With a motion by Regent Misso and a second motion by Regent Beckman, minute order *CS 05-24 - Authorize The Donation Of Real Property Owned By Texas State Technical College ("TSTC") To The Texas Department Of Transportation ("TXDOT")* was approved unanimously.

With a motion by Regent Stewart and a second motion by Regent Misso, minute order *CS 06-24 - Authorize the purchase of 80-plus acres of land located in Ellis County In or near the city of Midlothian, Texas* was approved unanimously.

With a motion by Regent Widup and a second motion by Regent Honey, *CS 07-24 -Authorize the purchase of 60-plus acres of land located in Williamson County near the East Williamson County Higher Education Center (EWCHEC) Campus in Hutto, Texas* was approved unanimously.

XVII. CHANCELLOR COMMENTS

Chancellor Reeser shared his appreciation for the hospitality of the Marshall team. He reminded the regents of TSTC's goal of growth.

XVIII. BOARD COMMENTS

Regent Stewart offered her appreciation of the beautiful campus, hospitality and tokens of gratitude.

XIX. ADJOURN

Chair Tremont announced the date and location of the next board meeting, August 22 in Waco. The open meeting was adjourned at 1:53 pm.

[ORIGINAL SIGNED BY]

Edward Vallejo

Secretary to the Board

TABLE OF CONTENTS

Committee for Student Learning and Student Development

Kathy Stewart, Chair; Lizzy de la Garza Putegnat, Member

Committee Chair Comments

Minute Orders:

Proposed MO#

SL 04-24(c)	Approve Renewal of the Software Agreement with Instructure, Inc. for a Learning Management System	2	<i>Jonathan Hoekstra</i>
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SL 06-24(c)	Rescind Minute Order 65-01 Policy for Faculty Evaluation	12	<i>Jonathan Hoekstra</i>
SL 07-24(c)	Rescind Minute Order 33-15 Policy for Curriculum Committee	13	<i>Jonathan Hoekstra</i>
SL 08-24(c)	Rescind Minute Order 37-15 Policy for Learning Resource Center Evaluation	15	<i>Jonathan Hoekstra</i>
SL 09-24(c)	Approve Updated Policy for Library Services & Resources	16	<i>Jonathan Hoekstra</i>

Reports:

None.





Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** SL 04-24(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Approve Renewal of the Software Agreement with Instructure, Inc. for a Learning Management System**

Background: Texas State Technical College (TSTC) executed a Master Software as a Service Agreement (MSSA) with Instructure, Inc. (Instructure) on April 14, 2022. The MSSA provides the Canvas learning management system for TSTC courses. The MSSA has an initial term of two years and TSTC would like to incorporate a renewal term for an additional three years. This renewal term would result in the total contract value exceeding \$1 million. Board approval is required to comply with 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: 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 contract with Instructure, Inc. where the contract exceeds \$1 million, and delegates its authority to the Chancellor, or his designee, to enter into and execute any and all necessary amendments, extensions, or renewals, including those with a value that exceeds 25% of the value of the original agreement."

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



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** SL 05-24(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Approve Associate Degree and Certificate Programs**

Background: The Texas Higher Education Coordinating Board (THECB) Rule, Chapter 9, Subchapter E, §9.93, requires all new associate degree and certificate programs to 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. An annual approval of all degree and certificate programs is essential to ensure compliance with applicable rules.

Justification: The following award offering is proposed for Fall 2024 implementation:

Level 2 Certificate (CER2)

- Diesel Equipment Technology - John Deere

Additional Information: None.

Fiscal Implications: None.

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

Attachment(s): Inventory of Associate Degree and Certificate Programs as of Fall 2024

Recommended Minute Order: "The Texas State Technical College Board of Regents approves and certifies the programs and degrees contained in the Inventory of Associate Degree and Certificate Programs as of Fall 2024."

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

2022 - 2024 Inventory of Associate Degree and Certificate Programs



AWARD NAME	AWARD TYPE
Aircraft Airframe Technology	AAS
Aircraft Airframe Technician	CER2
Aircraft Line 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 Computer Aided Drafting	OSA
Architectural/Civil Drafting Technology	AAS
Architectural/Civil Drafting Technology	CER2
Architectural/Civil Drafting Technology	CER1
* Basic Architectural/Civil Drafting	OSA
Auto Collision & Management Technology - Refinishing Specialization	AAS
Auto Collision Refinishing	CER2
Auto Collision Refinishing	CER1
Auto Collision & Management Technology - Repair Specialization	AAS
Auto Collision Repair	CER2

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

CER1 - Certificate Level 1
 CER2 - Certificate Level 2
 # TAMU Partnership OSA

OSA - Occupational Skills Achievement Award
 CCC - Core Curriculum Completer Certificate
 * Sunset Program/Teachout for TSTC Students

Auto Collision Repair	CER1
* Basic Auto Collision	OSA
Tesla Collision Repair	ATC
Auto Collision & Management Technology - Repair Specialization CO-OP	AAS
Automation & Controls Technology	AAS
Automotive Technology	AAS
Automotive Technician	CER2
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
# Aviation Electronic Control Systems	OSA
* Avionics Technology	OSA
Biology	AS
Biomedical Equipment Technology	AAS
Medical Imaging Systems Technology	AAS
# Biomedical Equipment & Diagnostics	OSA
Building Construction Technology	AAS
Building Construction Craftsman	CER1
* Building Inspection Level I	OSA
Business Management Technology	AAS
Business Management Technology	CER2

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

CER1 - Certificate Level 1
CER2 - Certificate Level 2
TAMU Partnership OSA

OSA - Occupational Skills Achievement Award
CCC - Core Curriculum Completer Certificate
* Sunset Program/Teachout for TSTC Students

Bookkeeping Accounting Assistant	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
* Cloud Computing	AAS
Computer Networking & Systems Administration	AAS
IT Support Tier II	CER2
IT Support Tier I	CER1
* Entry IT Support	OSA
Cloud Computing	ATC
Computer Programming Technology	AAS
Software Developer	CER2
Java Developer	CER1
Mobile App Developer	CER1
* Basic Database	OSA
Computer Science	AS
Culinary Arts	AAS
Culinarian	CER2
Culinary Assistant	CER1
Culinary Specialist	CER1

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

CER1 - Certificate Level 1
CER2 - Certificate Level 2
TAMU Partnership OSA

OSA - Occupational Skills Achievement Award
CCC - Core Curriculum Completer Certificate
* Sunset Program/Teachout for TSTC Students

Cybersecurity	AAS
Cybersecurity	CER2
Cybersecurity	CER1
* Advanced Cybersecurity	OSA
# Basic 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
* Basic Diesel	OSA
Diesel Equipment Technology - Off Highway Specialization	AAS
Off Highway Specialization	CER2
Off Highway Equipment	CER1
Diesel Equipment Technology - John Deere	AAS
Diesel Equipment Technology - John Deere	CER2
Digital Media Design	AAS
Digital Media Design	CER2
Digital Media Design	CER1
* Digital Media Design	OSA
Digital Media Design Desktop Publisher	ATC
Education & Training	AAS
Education & Training	CER2

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

CER1 - Certificate Level 1
CER2 - Certificate Level 2
TAMU Partnership OSA

OSA - Occupational Skills Achievement Award
CCC - Core Curriculum Completer Certificate
* Sunset Program/Teachout for TSTC Students

Electrical Construction	CER1
Electrical Lineworker & Management Technology	AAS
Electrical Lineworker	CER1
Electrical Power & Controls	AAS
Electromechanical Technology	AAS
Electromechanical Technician	CER2
Electromechanical Technician	CER1
Emergency Medical Technology (EMT) - Paramedic	AAS
Emergency Medical Services - Advanced EMT (AEMT)	CER2
Emergency Medical Services - Paramedic	CER2
Emergency Medical Services - EMT	CER1
* Emergency Medical Services - EMT	OSA
Engineering	AS
Engineering Graphics & Design Technology	AAS
Engineering Graphics & Design Technology	CER2
Engineering Graphics & Design Technology	CER1
* Environmental Technology - Compliance	AAS
Health Information Technology	AAS
Medical Coding & 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

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* HVAC Basic Heating Ventilation Air Conditioning	OSA
Industrial Systems - Advanced Manufacturing Technology	AAS
Industrial Systems - Electrical Specialization	AAS
Electrical	CER2
Electrical	CER1
Industrial Systems - Mechanical Specialization	AAS
Mechanical Specialization	CER2
Entry Level Technician	CER1
Industrial Systems Mechanic	CER1
* Basic Industrial Systems Electrical	OSA
Instrumentation Technology	AAS
Mathematics	AS
Mechatronics Technology	AAS
*/# Basic Electromechanical Automation, Programmable Logic Controller (PLC)	OSA
# Smart Automation	OSA
Occupational Safety & Environmental Compliance Technology	AAS
Environmental Compliance	CER1
Occupational Safety	CER1
* Occupational Safety & Environmental Compliance Technology	OSA
* Occupational Safety Compliance Technology	AAS
Physics	AS
Plumbing & Pipefitting Technology - Journeyman	AAS
Apprentice with Endorsements	CER1
Tradesman	CER1
* Basic Plumbing	OSA

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Pre-Allied Health	CER2
Precision Machining Technology	AAS
Precision Machining Technology	CER2
Computer Numerical Controlled (CNC) Machine Operator Specialization	CER1
*/# Basic Machining	OSA
# Industrial Manufacturing Processes	OSA
Process Operations	AAS
Materials Handler	CER2
# Process Operations	OSA
Robotics & Industrial Controls Technology	AAS
Robotics & Industrial Controls Technology	CER2
Registered Nursing (Associate Degree in Nursing)	AAS
Vocational Nursing	CER2
Solar Energy Technology	AAS
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
Web Developer	CER2
Front End Designer	CER1
Hypertext Preprocessor (PHP) Developer	CER1
* Basic Web Design	OSA

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Welding Technology	AAS
Pipe Specialization	CER2
Advanced Processes Specialization	CER2
Structural Welding	CER1
*/# Basic Welding - Multiple Processes	OSA
Wind Energy Technology	AAS
Wind Energy Technician	CER1
Academic Core Curriculum	CCC

TOTAL AWARD TYPE	179
AAS - ASSOCIATE OF APPLIED SCIENCE DEGREE	53
AS - ASSOCIATE OF SCIENCE DEGREE	5
ATC - ADVANCED TECHNICAL CERTIFICATE	5
CER1 - CERTIFICATE LEVEL ONE	43
CER2 - CERTIFICATE LEVEL TWO	37
OSA - OCCUPATIONAL SKILLS ACHIEVEMENT AWARD	35
CCC - CORE CURRICULUM COMPLETER CERTIFICATE	1

AAS - Associate of Applied Science
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* Sunset Program/Teachout for TSTC Students



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** SL 06-24(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Rescind Minute Order 65-01 Policy for Faculty Evaluation**

Background: Minute Order 65-01 Policy for Faculty Evaluation is obsolete through the expansion of the related Minute Order 37-94 Policy for Employee Performance Appraisals.

Minute Order 37-94 Policy for Employee Performance Appraisals was proposed and approved in March 1994. The purpose of this policy is to provide a written evaluation of each employee’s performance of duties and responsibilities at least annually. Minute Order 65-01 Policy for Faculty Evaluation was proposed and approved in July 2001. This policy was established to provide faculty employees with a process for feedback related to job performance. Consequently, the college developed separate practices for faculty and staff. There is no longer a need for different practices.

Justification: The standards for Employee Performance Appraisals have been revised to ensure the annual evaluation of faculty.

Additional Information: None.

Fiscal Implications: None.

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 rescinds Minute Order 65-01 Policy for Faculty Evaluation.”

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



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** SL 07-24(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Rescind Minute Order 33-15 Policy for Curriculum Committee**

Background: Minute Order 33-15 Policy for Curriculum Committee is obsolete through the expansion of the related Minute Order 34-15 Policy for Curriculum Review and Revision.

Minute Order 33-15 Policy for Curriculum Committee was proposed and approved in August 2015. This policy directs that the College meet the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) criteria and the Texas Higher Education Coordinating Board (THECB) guidelines for establishing, reviewing, monitoring, and evaluating its curricula. Minute Order 34-15 Policy for Curriculum Review and Revision was also proposed and approved in August 2015. This policy established the regular review of its program curricula for relevance to the Texas economy and compliance with the requirements of the SACSCOC and the guidelines of the THECB and that the College revise program curricula when necessary.

Justification: The operating standards for curriculum review and revision have been revised to include guidelines for establishing, reviewing, monitoring, and evaluating its curricula.

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 rescinds Minute Order 33-15 Policy for Curriculum Committee."

Recommended By:

[ORIGINAL SIGNED BY]

Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** SL 08-24(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Rescind Minute Order 37-15 Policy for Learning Resource Center Evaluation**

Background: Minute Order 37-15(c), Policy for Learning Resource Center Evaluation, was proposed and approved in August 2015. The policy established protocols for regular review of library and learning resources. Minute Order 36-15(c), Policy for Learning Resources Collections, was also proposed and approved in August 2015. This policy directs the collection of library and learning materials necessary to support the College's programs and mission.

Justification: Minute order SL 09-24(c), Policy for Library Services & Resources, supersedes the two rescinded policies.

Additional Information: None.

Fiscal Implications: None.

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 rescinds Minute Order 37-15 Policy for Learning Resource Center Evaluation."

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



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** SL 09-24(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Approve Updated Policy for Library Services & Resources**

Background: Minute Order 36-15 Policy for Learning Resources Collection was proposed and approved in August 2015.

The policy states, "The College provides through its Learning Resource Center adequate digital and physical materials necessary to support the College's programs and instructional needs."

Justification: The updated policy proposes to provide adequate and appropriate library, learning, and information resources and services that support the College's programs and mission.

Additional Information: The pandemic forced the transformation of Learning Resource Centers from physical locations to digital entities. The shift to online and on-demand resources is the optimal way to offer students these resources, making the pre-pandemic Learning Resource Centers obsolete.

Fiscal Implications: None.

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: "It is the policy of Texas State Technical College (TSTC) that the College provide adequate and appropriate library, learning and information resources and services that support the College's programs and mission."

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

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Board Meeting Date: August 08, 2024 **Proposed Minute Order #:** FA 02-24(c)

Proposed By: Chad Wooten, Vice Chancellor & Chief Financial Officer

Subject: **Approve Schedule of Tuition and Fees Effective Fall 2025 Semester**

Background: The Texas State Technical College (TSTC) Board of Regents (Board) is authorized to set tuition and fees in accordance with statutory provisions. TSTC sets tuition rates a full year in advance of the effective term to precede the upcoming sales cycle. TSTC's tuition pricing structure supports a market-driven approach by segmenting the pricing for instructional programs into a tiered pricing framework. Factors such as student demand, demand and wage trends for graduates, and the financial profile of programs are considered when segmenting programs within the pricing tiers. Pricing tier determinations occur annually.

Subscription-based tuition pricing represents a singular fee paid by students per term that allows the student the opportunity to accelerate through the degree plan by taking additional courses at no incremental cost to the student.

Subscription-based tuition pricing applies to Performance-Based Education (PBE) programs only.

Justification: TSTC administration recommends the attached Schedule of Tuition and Fees Effective for the Fall 2025 Semester. The proposed schedule includes a uniform increase of 5% across the designated tuition tiers to account for inflation and to appropriately recover costs of instructional delivery.

Additional Information: None.

Fiscal Implications: TSTC anticipates revenue will increase as a result of the tuition rate proposal.

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

Attachment(s): Schedule of Tuition and Fees Effective Fall 2025 Semester

**Recommended
Minute Order:**

“The Texas State Technical College Board of Regents approves the Schedule of Tuition and Fees Effective Fall 2025 Semester.”

Recommended By:

[ORIGINAL SIGNED BY]

Chad Wooten, Vice Chancellor & Chief Financial Officer

Schedule of Tuition & Fees Effective Fall 2025 Semester

State Tuition/Semester Credit Hour		Fall 2023	Fall 2024	Proposed Fall 2025	Remarks
Texas Resident	*	\$25/sem credit hour (\$50 min-no max)	\$25/sem credit hour (\$50 min-no max)	\$25/sem credit hour (\$50 min-no max)	State Tuition will be a fixed rate of \$25/semester credit hour for Texas resident students; tiered pricing applies to Designated Tuition.
Non-Resident - All Courses	*	\$ 179	\$ 179	\$ 179	Non-Resident tuition is assessed to students that are not State of Texas Residents.

*Does not apply to Continuing Education Courses

Designated Tuition/Semester Credit Hour		Fall 2023	Fall 2024	Proposed Fall 2025	Remarks
Texas Resident/Non-Resident - Tier 1	*	\$ 282	\$ 282	\$ 296	Courses are priced within tiers based on student demand for courses, industry demand for skills, available capacity to offer programs, regional competition and demand, among other factors.
Texas Resident/Non-Resident - Tier 2	*	\$ 245	\$ 245	\$ 257	
Texas Resident/Non-Resident - Tier 3	*	\$ 207	\$ 207	\$ 217	
Texas Resident/Non-Resident - Tier 4	*	\$ 169	\$ 169	\$ 177	
Texas Resident/Non-Resident - Tier 5	*	-	-	-	

*Does not apply to Continuing Education Courses

State Tuition/Subscription Pricing /Semester		Fall 2023	Fall 2024	Proposed Fall 2025	Remarks
Texas Resident - Full Time	**	\$ 300	\$ 300	\$ 300	Subscription-based tuition pricing represents a singular fee paid by full-time students, per term (based on the specific program degree plan) that allows the student the opportunity to accelerate through the degree plan, taking additional courses at no incremental cost. This represents the state subscription tuition for Texas residents and the higher non-resident subscription tuition for students that are not state of Texas residents.
Non-Resident - Full Time	**	\$ 2,040	\$ 2,040	\$ 2,040	

**Students enrolled in Part Time PBE (6 hours) will pay at half the rate listed above. Additional semester credit hours (up to 12 hours) will be charged at the appropriate semester credit hour pricing rate.

Designated Subscription Pricing /Tier/Semester		Fall 2023	Fall 2024	Proposed Fall 2025	Remarks
Tier 1 - Texas Resident/Non-Resident - Full Time	**	\$ 3,384	\$ 3,384	\$ 3,552	Subscription-based tuition pricing represents a singular fee paid by full-time students, per term (based on the specific program degree plan) that allows the student the opportunity to accelerate through the degree plan, taking additional courses at no incremental cost.
Tier 2 - Texas Resident/Non-Resident - Full Time	**	\$ 2,940	\$ 2,940	\$ 3,084	
Tier 3 - Texas Resident/Non-Resident - Full Time	**	\$ 2,484	\$ 2,484	\$ 2,604	
Tier 4 - Texas Resident/Non-Resident - Full Time	**	\$ 2,028	\$ 2,028	\$ 2,124	
Tier 5 - Texas Resident/Non-Resident - Full Time		-	-	-	

**Students enrolled in Part Time PBE (6 hours) will pay at half the rate listed above. Additional semester credit hours (up to 12 hours) will be charged at the appropriate semester credit hour pricing rate.

Schedule of Tuition & Fees Effective Fall 2025 Semester

Continuing Ed (CE)		Fall 2023	Fall 2024	Proposed Fall 2025	Remarks
Texas Resident	***	\$.50-\$16 per contact hour	\$.50-\$16 per contact hour	\$.50-\$16 per contact hour	
Non-Resident & Out-of-State Worker	***	At least twice the CE tuition rate	At least twice the CE tuition rate	At least twice the CE tuition rate	
Continuing Education Surcharge		Varies by course or course section	Varies by course or course section	Varies by course or course section	

***Pertains to non-credit courses that are eligible for state reporting according to Texas Higher Education Coordinating Board Rules and Regulations. Tuition of \$0 per contact hour tuition may be charged for a course if at least 15% of the institution's direct costs of delivery, including facility costs, instructor salaries, equipment costs and other expenses, are provided directly or through in-kind contributions by industry or other local public or private clients.

Student Fees (collected at registration)		Fall 2023	Fall 2024	Proposed Fall 2025	Remarks
Audit Fee		Applicable tuition plus \$25/semester credit hour	Applicable tuition plus \$25/semester credit hour	Applicable tuition plus \$25/semester credit hour	
Background Security Check		Cost	Cost	Cost	
Challenge Exam Fee		\$150 per exam	\$150 per exam	\$150 per exam	Fee charged (per exam) to validate prior learning and accelerate through a course.
Credit Award Evaluation Fee		\$25 per eval	\$25 per eval	\$25 per eval	
Digital Materials Fee		Varies. Cost plus admn fee	Varies. Cost plus admn fee	Varies. Cost plus admn fee	
Non-Resident E-Learning Fee		\$300 per semester credit hour	\$300 per semester credit hour	\$300 per semester credit hour	
Student Medical Health and/or Accident Insurance		Cost of Insurance	Cost of Insurance	Cost of Insurance	Optional coverage.

Other Student Charges		Fall 2023	Fall 2024	Proposed Fall 2025	Remarks
External Certification of Specialty		Cost or Market Price	Cost or Market Price	Cost or Market Price	
Fines		Varies	Varies	Varies	Offenses include, but are not limited to: housing violations, code-of-conduct violations, smoking in a non-designated area, and parking violations.
Installment Plan Fee		\$25 per semester	\$25 per semester	\$25 per semester	
Installment Plan Late Fee		\$25 after 7 business days	\$25 after 7 business days	\$25 after 7 business days	
Library Fines		Varies	Varies	Varies	Books & magazines - \$.10/day, Videos/DVDs - \$1/day, Lost items - replacement cost + 10% processing fee
Locker Rental Fee		\$25 per semester	\$25 per semester	\$25 per semester	Voluntary fee to reserve a locker for a semester.
Returned Check Charge		\$50 per check	\$50 per check	\$50 per check	
Student ID Card Replacement Fee		\$10 per card	\$10 per card	\$10 per card	
Testing Center Exam Fee		Cost of Exam & Admn fee	Cost of Exam & Admn fee	Cost of Exam & Admn fee	



Board Meeting Date: August 08, 2024 **Proposed Minute Order #:** FA 03-24(c)

Proposed By: Chad Wooten, Vice Chancellor and Chief Financial Officer

Subject: **Approve the Schedule of Tuition and Fee Exemptions and Waivers, Non-Mandatory, Effective Fall 2025 Semester**

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

Texas State Technical College (TSTC) shall apply exemptions and waivers for tuition and fees based upon student applications and supporting documentation that meet the criteria of the exemption or waiver pursuant to Chapter 54, Subsection D of the Texas Education Code.

Definitions:

Exemptions - allow special groups of Texas residents or nonresidents to enroll and pay a reduced amount of tuition or fees

Waivers - allow special groups of nonresidents to enroll and pay the Texas resident tuition or fee rate.

Justification: Offering these optional exemptions and waivers, in addition to mandatory exemptions and waivers, TSTC is able to retain and assist students in need.

Additional Information: None.

Fiscal Implications: No significant fiscal impact.

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

Attachment(s): Schedule of Tuition and Fee Exemptions and Waivers, Non-Mandatory, Effective Fall 2025

**Recommended
Minute Order:**

“The Texas State Technical College Board of Regents approves the Schedule of Tuition and Fee Exemptions and Waivers, Non-Mandatory, Effective Fall 2025.”

Recommended By:

[ORIGINAL SIGNED BY]

Chad Wooten, Vice Chancellor and Chief Financial Officer

SCHEDULE OF TUITION AND FEE EXEMPTIONS AND WAIVERS, NON-MANDATORY, EFFECTIVE FALL 2025 SEMESTER

Citation*	Program Name	Targeted Population	Tuition and/or Fees Exempted/Waived	Documents/Procedures
54.0601 VTCA	100 Mile Waiver	Students who are located within 100 miles of the Texas border that live in another state	Eligibility to register and pay resident state tuition	Student may use this waiver at any general academic teaching institution located within 100 miles of the boundary of Texas with another state
54.213, VTCA	Competitive Scholarship	Nonresident or foreign students receiving competitive scholarships of \$1,000 or more	Eligibility to pay resident state tuition	Student must have competed with other students, including Texas residents; a school-recognized scholarship committee must have administered the scholarship; funds and selection must be under school's control. Eligibility for waiver is tied to time covered by scholarship: e.g., a 1-semester scholarship will provide a 1-semester waiver. Limited to 5% of the total enrollment of previous semester or academic year depending upon length of competitive scholarship.
54.365 (b), VTCA	Senior Citizen 65+ for Audit Hours	Senior citizens	Exemption from the payment of state tuition and designated tuition to audit a class if space is available	Student must be 65 or older. Applies only to credit courses audited.
54.301, VTCA	Highest Ranking HS Scholarship	Valedictorians of each accredited Texas high school	Exemption from the payment of state tuition during first two regular semesters following high school graduation	Documentation that student was the highest ranking graduate of his/her high school. Certificate is issued by Texas Education Authority. However, a letter from the high school principal or superintendent will serve the same purpose.
54.301, VTCA	Second Highest Ranking HS Scholarship	Salutatorians of each accredited Texas high school	Exemption from the payment of state tuition during first two regular semesters following high school graduation	Documentation that student was the second highest ranking graduate of his/her high school. Certificate is issued by Texas Education Authority. However, a letter from the high school principal or superintendent will serve the same purpose.
54.216, VTCA	Dual Enrollment	Texas high school students enrolled in a dual credit course	Waiver of all or part of state tuition and designated tuition	Applies to state tuition and designated tuition for dual credit sections in which the Texas high school student is enrolled, as outlined in each high school dual credit agreement. Waiver percentages vary based on delivery channel outlined in the respective agreement.

Note: Designated Tuition is considered a "mandatory fee" for purposes of granting waivers and exemptions

* Citations from Texas Education Code



Board Meeting Date: August 08, 2024

Proposed Minute Order #: FA 04-24(c)

Proposed By: Chad Wooten, Vice Chancellor & Chief Financial Officer

Subject: **Approve Operating Budget for Fiscal Year 2025**

Background: The TSTC administration proposes a Fiscal Year 2025 operating budget of \$346,497,717. The sources of funds for the proposed budget include anticipated operating revenues of \$339,497,717 and use of operating carryforwards / reserves of \$7,000,000.

Justification: The proposed Fiscal Year 2025 budget supports TSTC's future growth plans and multi-year transformational initiatives. TSTC estimates an increase in Fiscal Year 2025 revenues, primarily due to higher levels of tuition revenue, driven by enrollment growth. The increase in budgeted expenditures for Fiscal Year 2025 relates to increased spending on teaching and learning capacity, employee development and compensation, scheduled maintenance and other improvements, as well as increases for inflation.

Additional Information: The proposed budgets for Educational and General (E&G) funds are in balance with legislative appropriations, projected tuition, and other appropriated revenue. The proposed budgets for Designated, Auxiliary, and Plant Funds are based on estimates that are supported by anticipated and historical activities. The proposed budgets for Restricted Funds are limited to those funds available from existing grants and contracts. Historically, these budgets increase during the year as new agreements are approved, and often result in additional FTEs. Total budgeted FTEs from all fund sources for Fiscal Year 2025 total 1,859.

Fiscal Implications: Authorizes TSTC operating budgets for Fiscal Year 2025.

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

Attachment(s): TSTC FY 2025 Budget – Revenues & Transfers
TSTC FY 2025 Budget – Expenditures by Fund

**Recommended
Minute Order:**

"The Board of Regents approves the Texas State Technical College Operating Budget for Fiscal Year 2025, covering the period from September 1, 2024, through August 31, 2025."

Recommended By:

[ORIGINAL SIGNED BY]

Chad Wooten, Vice Chancellor & Chief Financial Officer

Texas State Technical College
Fiscal Year 2025 Operating Budget

Revenues & Transfers

Fund Type	Revenues	Carryforward Balances	Net Transfers	TOTAL
E & G - GR	181,647,717	-	(26,098,732)	155,548,985
E&G - GR Dedicated	6,875,000	3,500,000	-	10,375,000
Designated	80,475,000	3,500,000	(11,405,822)	72,569,178
Auxilliary	13,000,000	-	(2,480,840)	10,519,160
Restricted	57,500,000	-	1,354,478	58,854,478
Debt Service	0	-	38,630,916	38,630,916
TOTAL	339,497,717	7,000,000	-	346,497,717

Expenditures by Fund

Fund Type	Salaries	Benefits	Operating	TOTAL
E & G - GR	113,779,065	34,000,672	7,769,248	155,548,985
E&G - GR Dedicated	4,971,435	3,777,852	1,625,713	10,375,000
Designated	8,082,349	2,647,779	61,839,050	72,569,178
Auxilliary	2,552,917	854,242	7,112,001	10,519,160
Restricted	2,780,943	531,432	55,542,103	58,854,478
Debt Service	-	-	38,630,916	38,630,916
TOTAL	132,166,709	41,811,977	172,519,031	346,497,717



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** FA 05-24(c)

Proposed By: Chad Wooten, Vice Chancellor & Chief Financial Officer

Subject: **Approve Final Appropriation Transfers for Fiscal Year 2024 and Initial Appropriation Transfers for Fiscal Year 2025**

Background: State of Texas appropriations are allocated to the college using a legacy structure that pre-dates the merger of Texas State Technical College (TSTC) to a single, statewide college. However, the Texas General Appropriations Act allows the Board of Regents to approve the transfer of funds among component appropriations as necessary.

Justification: Funds are transferred to the component appropriation from which they will be expended.

Additional Information: Within the General Appropriations Act, Central Administration is referred to as "System Administration."

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 Board of Regents approves the following additional appropriation transfers for Fiscal Year 2024:

To TSTC System Administration	\$130,000
To TSTC Waco	\$250,000
To TSTC West Texas	\$1,200,000
From TSTC Harlingen	\$1,580,000

“The Board of Regents approves the following appropriation transfers for Fiscal Year 2025:

To TSTC System Administration	\$2,353,867
To TSTC North Texas	\$500,000
To TSTC Waco	\$546,133
From TSTC West Texas	\$1,400,000
From TSTC Harlingen	\$1,500,000
From TSTC Marshall	\$500,000

Recommended By: [ORIGINAL SIGNED BY]

Chad Wooten, Vice Chancellor & Chief Financial Officer



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** FA 06-24(c)

Proposed By: Chad Wooten, Vice Chancellor & Chief Financial Officer

Subject: **Approve the Eleventh Supplemental Resolution to the Master Resolution Authorizing the Issuance of up to \$60,000,000 in Principal Amount of Texas State Technical College System Revenue Financing System Improvement Bonds and Related Approvals, Authorizations, and Delegations**

Background: In October 2002, the Texas State Technical College (TSTC) Board of Regents (Board) adopted the "Master Resolution Establishing the Revenue Financing System Under the Authority and Responsibility of the Board of Regents of the Texas State Technical College System", which allows TSTC to issue bonds using a Revenue Financing System. Each bond issuance since the creation of the Revenue Financing System is considered a Supplemental Resolution to the Master Resolution.

Justification: Bond proceeds will be used to pay costs of issuance and to finance acquisitions and improvements at the North Texas, East Williamson County, and other campuses, which are more generally described as financing costs to acquire, purchase, construct, improve, renovate, enlarge, and equip property and facilities, including roads and related infrastructure, at various campuses and facilities of the System;

Additional Information: The attached resolution authorizes the execution of all necessary documents and related approvals, authorizations and delegations.

Fiscal Implications: Assuming \$50 million of bonds are issued on a 20 year amortization, TSTC will incur maximum future annual debt service payments totaling \$4.2 million, \$1.1 million of which will be funded by state appropriations. The remaining \$3.1 million of "local" debt service will be funded by tuition and other operational revenues.

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

Attachment(s): Resolution FA 06-24, Eleventh Supplemental Resolution to the Master Resolution Authorizing the Issuance of up to \$60,000,000 in Principal Amount of Texas State Technical College System Revenue Financing System Improvement Bonds, in one or more series, for the Purpose of Financing Improvements at Various Campuses.

**Recommended
Minute Order:**

“The Texas State Technical College Board of Regents adopts the Eleventh Supplemental Resolution To The Master Resolution Authorizing The Issuance Of Up To \$60,000,000 In Principal Amount Of Texas State Technical College System Revenue Financing System Improvement Bonds, In One Or More Series, For The Purpose Of Financing Improvements At Various Campuses; Authorizing The Sale Thereof Pursuant To A Negotiated Underwriting, A Competitive Sale, Or A Private Placement; Delegating Authority To Certain System Officials To Determine The Method Of Sale, To Select Underwriters (If Bonds Are To Be Sold Pursuant To A Negotiated Underwriting) And Approve All Final Terms Of The Bonds; Approving And Authorizing The Execution Of All Instruments And Procedures Related Thereto Including A Paying Agent/Registrar Agreement And A Purchase Contract; Authorizing The Preparation And Distribution Of An Official Statement, If Necessary; And Authorizing All Other Instruments And Procedures Related Thereto.”

Recommended By:

[ORIGINAL SIGNED BY]

Chad Wooten, Vice Chancellor & Chief Financial Officer

TEXAS STATE TECHNICAL COLLEGE

Quarterly Investment Report

As of May 31, 2024

Description	Ending Value as of 05/31/2023	Ending Value as of 02/29/24	Ending Value as of 05/31/2024	Interest Rate
<u>Operating Funds</u>				
Cash in State Treasury	7,782,327	5,079,844	3,384,501	4.89%
Statewide Operating	9,427,009	8,246,695	13,092,452	3.00%
Harlingen - Local Operating	45,775	43,429	86,253	4.79%
Sweetwater - Local Operating	27,032	26,295	37,764	5.64%
Marshall - Local Operating	26,333	27,692	41,130	0.05%
Fort Bend - Local Operating	26,018	26,414	67,947	0.00%
Brownwood - Local Operating	16,064	12,470	12,508	1.84%
Abilene - Local Operating	12,016	9,979	15,302	0.25%
North Texas - Local Operating	11,003	11,064	22,168	1.25%
Breckenridge - Local Operating	10,522	12,533	16,727	0.10%
Payroll	2,115,147	2,473,021	1,157,546	3.00%
Federal Funds	10	10	10	0.00%
Texas Range - Pool	31,497,004	22,413,673	25,751,603	5.30%
Total Operating Funds	50,996,259	38,383,119	43,685,909	
<u>Endowment Funds</u>				
Bank of America - CD	10,000	10,000	10,000	0.01%
Clear Fork Bank - CD	99,215	99,215	99,215	5.06%
FNB Central Texas - MMKT	296,706	303,455	305,756	3.00%
FNB Central Texas - CD	191,574	191,574	191,574	5.25%
Liberty/Veritex Community Bank - CD	10,000	10,000	10,000	2.75%
Total Endowment Funds	607,495	614,244	616,545	
<u>Bond Proceeds / Debt Service Funds</u>				
TexPool (Series 2020 bonds)	6,928,251	4,267,780	3,800,659	5.32%
Texas Range Pool (Series 2022A CCAP bonds)	77,380,416	55,320,039	43,097,592	5.30%
FNB Central Texas (Series 2022A CCAP bonds)	559,683	1,953,567	1,499,480	3.00%
BOK Financial (Series 2022A CCAP bonds)	223,688,595	231,891,690	234,793,909	4.79%
Texas Range Pool (2022A CCAP debt service)	18,679,834	99,805	-	5.30%
Total Bond Proceeds / Debt Service Funds	327,236,779	293,532,881	283,191,640	
Total All Investments	378,840,533	332,530,244	327,494,094	

TEXAS STATE TECHNICAL COLLEGE
Quarterly Investment Report
As of May 31, 2024

Schedule of Time Deposits:

Description	Amount	Maturity Date	Days Maturity	Rate	Type
Veritex Community Bank	10,000	9/7/2024	731	2.75%	Endowment
FNB Central Texas	191,574	9/15/2024	184	5.25%	Endowment
Clear Fork Bank	65,000	10/4/2024	183	5.06%	Endowment
Clear Fork Bank	34,215	10/12/2024	183	5.06%	Endowment
Bank of America	10,000	8/10/2025	365	0.01%	Endowment
Total Time Deposits	310,789				

Weighted Average Maturity (Time Deposits): **207 days**

Weighted Average Rate of Interest (All Investments): **4.91%**

Current One Year Treasury Bill Rate: *5.18%*

Lipper Money Market Funds Average Return (1 YR): *4.91%*

FY 2024 Investment Income (All Investments): **12,886,172 ***

All investments, except for the funds at BOK Financial, 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.

**Includes Change of Fair Value in Investments (Unrealized Gain/Loss)*

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).

[ORIGINAL SIGNED BY]

Anju Motwani, Controller

07/22/2024

Date

[ORIGINAL SIGNED BY]

Chad Wooten, Chief Financial Officer

07/22/2024

Date

2020

Building in Waco (BRIC) sold for \$5 mil. Overall decrease in spending due to the pandemic.
Balance: \$26.2M

2021

Spending continued to remain controlled due to the uncertainty of the pandemic, therefore a surplus in reserves continued. Also, early payoff of airport loan amounting to \$1.2 mil.
Balance: \$30.4M

2022

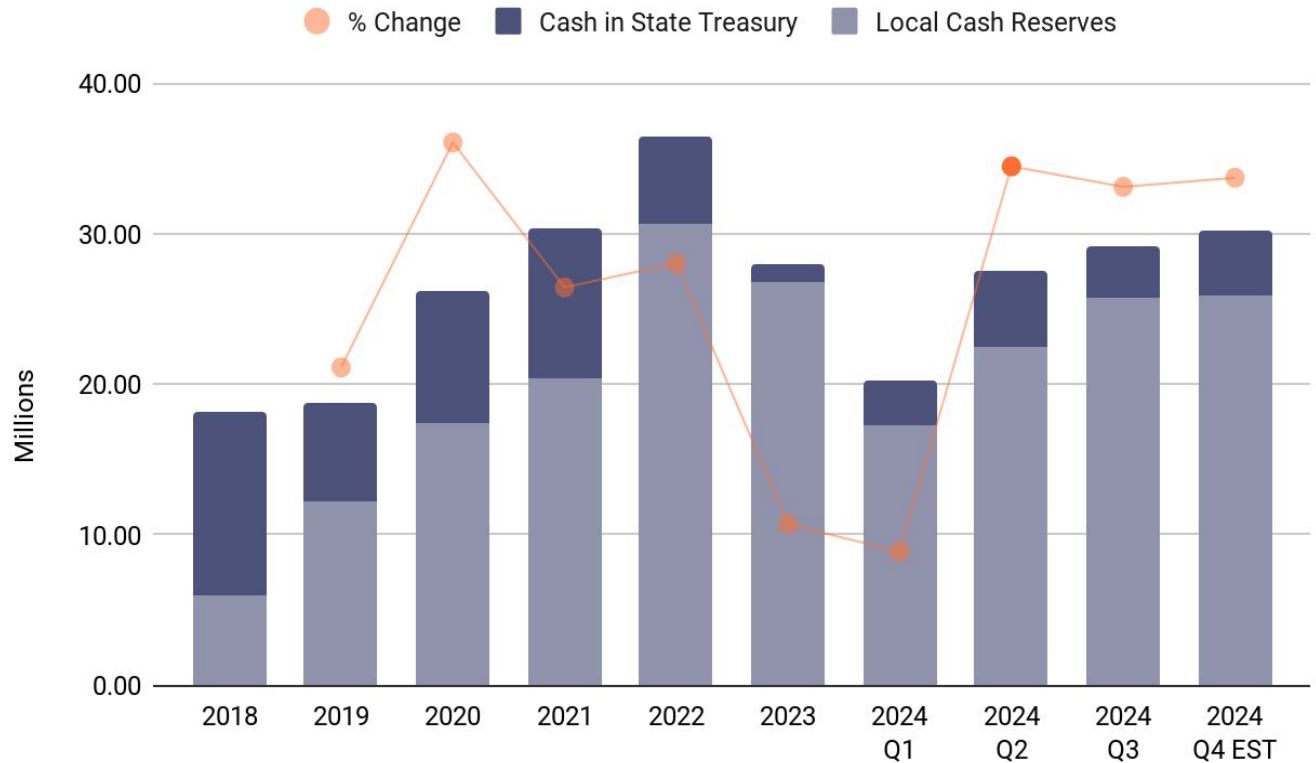
Another \$10 mil added to reserves, despite of the early payoff of the Fort Bend ITC lease amounting to \$3.6 mil and early payoff of the TPFA leases amounting to \$2.0 mil. TSTC also drew \$6 mil for lost revenue from CARES.
Balance: \$36.5M

2023

First year TSTC utilized reserves in preparation for expansion. Hiring additional FTE, equipment purchased for FAME, additional marketing strategies.
Balance: \$28.0M

2024

Reserves continued to be utilized in the first quarter, but overall, they are gradually increasing due to growth in enrollment and tuition. Total reserves will reach approximately \$30 million by the end of 2024.
Balance FY24 Q3: \$29.2M



TEXAS STATE TECHNICAL COLLEGE

Pledged Collateral Report

May 31, 2024

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	DEPOSITS			SECURITY ON DEPOSITS			Sufficient (Insufficient)
	Demand Deposits	Money Market & Time Deposits	Total Deposits	FDIC* Coverage (up to)	Required Collateral	Collateral at Market Value	
Depository - Location							
First Ntl Bank Cen Tex - Waco	15,749,487	497,330	16,246,817	500,000	15,746,817	27,500,000	11,753,183
Frost - Harlingen/Fort Bend	154,200	-	154,200	250,000	-	337,673	433,473
Texas Ntl Bank - Sweetwater	37,764	-	37,764	250,000	-	-	212,236
Texas Bank & Trust - Marshall	41,130	-	41,130	250,000	-	-	208,870
Citizens Ntl Bank - Red Oak	22,168	-	22,168	250,000	-	-	227,832
Prosperity Bank - Abilene	15,302	-	15,302	250,000	-	-	234,698
Texas Bank - Brownwood	12,508	-	12,508	250,000	-	-	237,492
InterBank - Breckenridge	16,727	-	16,727	250,000	-	-	233,273
Bank of America - Waco	-	10,000	10,000	250,000	-	-	240,000
First Ntl Bank - Breckenridge	-	99,215	99,215	250,000	-	-	150,785
Veritex Comm Bank - NRH	-	10,000	10,000	250,000	-	-	240,000
Extracto Banks, N.A. - Waco	-	-	-	250,000	-	-	250,000
Cash in State Treasury	3,384,501	-	3,384,501	No Collateral Required			
TexasTerm (Government Pool)	68,849,195	-	68,849,195	No Collateral Required			
TexPool (Government Pool)	3,800,659	-	3,800,659	No Collateral Required			
BOK Financial		234,793,909	234,793,909	No Collateral Required			
TOTAL	92,083,640	235,410,454	327,494,094				

* 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
Operating Budget Performance
as of May 31, 2024

	FY 2024 Annual Budget	FY 2024 YTD Actual	Budget Utilized	NOTE	FY 2024 Forecast
Operating Revenues					
Returned Value Formula Appr	95,103,614	95,103,614	100.0%		95,103,614
Special Items & Other Appr	27,162,626	27,162,626	100.0%		27,162,626
Debt Service Appropriations	17,696,557	17,696,557	100.0%		17,696,557
HEAF Appropriations	8,662,500	8,662,500	100.0%		8,662,500
Benefits Appropriations	32,226,640	26,397,061	81.9%		31,593,670
Tuition	60,000,000	62,860,198	104.8%	1	62,060,198
Student Financial Aid	38,576,500	34,155,533	88.5%	2	48,135,490
Auxiliary Enterprises	10,278,000	10,134,525	98.6%	3	12,163,161
Fees & Educational Sales	3,450,000	3,502,509	101.5%	3	3,952,509
Industry Relations	4,000,000	4,816,012	120.4%	3	5,842,892
Grants	8,338,539	6,933,583	83.2%		8,683,583
Contracts & Other	9,500,000	6,049,788	63.7%	4	10,547,044
Total Operating Revenues	314,994,976	303,474,506	96.3%		331,603,844
Operating Carryforward / Reserves	3,102,609	-		5	-
Operating Expenditures					
Instruction / Operations	85,954,973	65,664,807	76.4%	6	88,005,087
Student Financial Aid	48,768,078	41,594,175	85.3%	2	59,944,366
Statewide Benefits	36,845,253	27,414,660	74.4%		36,333,801
Marketing	21,857,622	15,529,810	71.0%	6	21,916,345
External Relations	14,928,622	10,535,973	70.6%	3	14,299,605
Auxiliary Enterprises	9,107,190	7,335,951	80.6%	3, 6	10,870,882
Campus Services	5,035,549	3,389,758	67.3%		4,841,576
Physical Plant	20,051,531	14,233,297	71.0%		19,856,443
Campus Expansion/Facilities	2,228,603	4,341,097	194.8%	7	4,903,015
Information Technology	15,946,231	13,226,270	82.9%	8	15,938,848
Finance	8,281,063	5,732,099	69.2%		8,336,167
Human Resources	4,422,719	3,262,840	73.8%		4,104,413
Statewide Administration	3,696,612	2,909,037	78.7%		3,862,472
Debt Service	34,148,539	20,087,364	58.8%		35,520,249
Strategic Pool (to be allocated)	6,825,000	-		9	-
Total Operating Expenditures	318,097,585	235,257,138	74.0%		328,733,269
Operating Budget Margin (Deficit)	-	68,217,368			2,870,575

Texas State Technical College
Operating Budget Performance
as of May 31, 2024

Notes:

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

- 1)** Enrollment for Fall, Spring, and Summer semesters has exceeded initial projections, resulting in a positive impact on tuition revenue. Overall tuition revenue for fiscal year 2024 is 19% higher than the previous year and approximately \$2 million higher than the 2024 budget.
- 2)** The majority of student financial aid revenue is offset by scholarship expenses, excluding the mandatory scholarship set asides from tuition revenue and other local sources. An additional \$6 million in revenue and expense is projected for student financial aid, primarily due to the increased funding allocated to most Texas higher education institutions through the Texas Education Opportunity Grant starting in FY 2024. The remaining \$3.5 million increase is directly associated with enrollment/tuition growth.
- 3)** Secondary revenue sources such as Industry Relations, Auxiliary Enterprises and Fees & Educational Sales follow a growth pattern similar to tuition in FY 2024. Also, Waco housing (Griffith Hall) resumed full operations in Fall 2023, positively impacting Auxiliary revenues. Accordingly, with increased activity in these areas, expenses are expected to be slightly higher than budgeted.
- 4)** Increased interest rates continue to provide a favorable variance from budget in FY 2024. Approximately \$6.4 million of the interest earned on the Series 2022A CCAP bond proceeds will be used to fund the FY 2024 debt service payments on the local (non-state funded), interest only portion of the Series 2022A CCAP bonds. This line item also includes approximately \$1 million in reimbursements received from local government agencies for FAME equipment purchased in FY 2023.
- 5)** TSTC routinely deploys accumulated reserves for various strategic purposes. With enrollment and other revenue sources projected to exceed initial budget estimates for FY 2024, the budgeted \$3.1 million reserve usage in FY 24 is expected to be retained and carried forward. This will supplement revenues in the next fiscal year and offset one-time costs in the FY 2025 budget.
- 6)** Forecasted actual expenditures in the primary operating divisions of the College mostly exceed the original budget, as planned. Expenses in the two primary student-facing divisions of the College, Instruction and Marketing, continue to be at elevated levels as TSTC invests in growth initiatives, including adding additional faculty and staff in these areas. Much of these increases are funded by the "strategic pool," which is utilized throughout the fiscal year, reducing the pool amount and increasing the divisional operating budgets, resulting in a net zero budget impact.
- 7)** Campus Expansion expenditures exceed budget as a result of TSTC receiving a \$3.5 million grant from the Economic Development Administration (EDA) to partially fund the renovation of facilities on the Waco campus. This expenditure is offset by revenue included in the Grants line item.
- 8)** Actual expenses in Information Technology are more front-loaded, as one-time annual expenditures are made at the beginning of the fiscal year for annual software subscriptions and services. Also, ongoing investments in the multi-year *Workday* ERP implementation project are reflected in this line item.
- 9)** All of the Strategic Pool budget has been deployed for FY 2024. \$5 million of the total is allocated to fund TSTC's Pay for Performance merit program, as well as new positions. The remaining amount funded additional operating costs arising from the CCAP projects.

TEXAS STATE TECHNICAL COLLEGE
 Quarterly Real Estate Lease Report for Minute Order 14-23
 May 31, 2024

Tenant Name	Lease Description	Amount of Lease	Start Date	Term Date
James McGuire	5 Five Notch Rd. Pasture at TSTC in Marshall	\$0	3/15/2024	7/15/2024

The leases above (TSTC is the lessor) are reported to the Board of Regents, per MO 14-23, when (1) the period of the lease, including optional extensions, does not exceed five 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. Amount of lease does not include optional renewals even if not yet exercised.

TEXAS STATE TECHNICAL COLLEGE
Quarterly Report for Contracts > \$1 Million
As of May 31, 2024

Contractor Name	Description	Total Contract Value	Start Date	Term Date
Rogers-O'Brien Construction	Construction Manager at Risk (CMAR) CCAP TSTC in Waco	\$59,655,264	7/21/2023	9/2/2025
New - J.T. Vaughn Construction, LLC	Construction Manager at Risk (CMAR) CCAP TSTC in Harlingen	\$47,315,780	7/21/2023	7/28/2025
J.T. Vaughn Construction, LLC	Construction Manager at Risk (CMAR) CCAP TSTC in Fort Bend	\$42,095,557	7/21/2023	9/9/2025
New - Imperial Construction, Inc.	Construction Manager at Risk (CMAR) CCAP TSTC in Abilene	\$21,313,358	6/26/2023	6/16/2025
Imperial Construction, Inc.	JBC 1st & 2nd Floor Renovations TSTC in Waco	\$12,915,898	10/12/2021	6/15/2024
Incline Alchemy, Inc.	Workday Implementation Partner Services	\$10,520,173	9/30/2020	9/30/2025
Imperial Construction, Inc.	EEC & TSC Renovations TSTC in Waco	\$9,700,000	7/1/2023	4/15/2025
Asher Media, Inc.	Advertising Services	\$9,201,995	9/1/2019	8/31/2024
Bartlett Cocke Gen. Contractors, LLC	Construction Manager at Risk (CMAR) CCAP TSTC in Marshall	\$9,200,720	8/3/2023	10/31/2024
TXU Energy	Electric Utility Services	\$8,500,000	1/1/2024	12/31/2028
Workday, Inc.	Enterprise Resource Planning System	\$7,671,301	10/18/2019	4/17/2025
Piper Aircraft, Inc.	Aircraft Purchases	\$5,958,900	10/19/2022	12/31/2025
Texas General Land Office	Natural Gas Utility Services	\$4,939,695	9/1/2009	8/31/2026
PBK Inc.	A/E Services CCAP TSTC in Waco	\$4,937,020	3/24/2023	12/31/2025
STVT-AAI Education Inc.	CDL License Training	\$4,455,000	1/1/2024	12/31/2024
PBK Inc.	A/E Services for CCAP TSTC in East Williamson County	\$4,155,500	6/13/2023	6/13/2026
PBK Inc.	A/E Services CCAP TSTC in Fort Bend	\$4,038,500	3/29/2023	12/1/2025
Energy Architecture, Inc.	A/E Services for CCAP, Other Buildings TSTC in Harlingen	\$3,889,255	4/11/2023	4/11/2025
City of Waco	Potable Water Purchase TSTC in Waco	\$3,874,341	8/6/2018	8/6/2028

TEXAS STATE TECHNICAL COLLEGE
Quarterly Report for Contracts > \$1 Million
As of May 31, 2024

Contractor Name	Description	Total Contract Value	Start Date	Term Date
Enterprise Fleet Management	Fleet Vehicle Leasing Services	\$3,839,862	10/10/2022	10/9/2027
Hyland LLC	Perceptive Content Software Support Services	\$2,798,088	9/1/2020	8/31/2024
Lewis Land Management LLC	Landscaping Services TSTC in Waco	\$2,600,000	10/1/2021	9/30/2024
Ellucian Company LP	Colleague Enterprise Resource Planning System	\$2,127,429	9/1/2022	8/31/2025
New - AllTex Welding Supply	Welding Equipment and Services	\$2,000,000	6/4/2022	6/24/2027
Texas Department of Transportation	Revenue - Commercial Driver's License (CDL) Training Services	\$1,911,615	10/28/2022	8/31/2025
MediaMonks Inc.	Interactive Digital Installation Services TSTC in Waco	\$1,835,641	12/1/2023	11/30/2024
Parkhill Smith & Cooper, Inc.	A/E Services CCAP Projects TSTC in Abilene	\$1,752,105	1/19/2024	6/16/2025
D&M Leasing	Fleet Vehicle Leasing Services	\$1,594,953	11/9/2018	5/1/2026
Kitchell CEM, Inc.	Construction Management Services CCAP TSTC in Waco	\$1,439,905	5/7/2023	1/7/2026
Salesforce, Inc.	Cloud Customer Relationship Management Platform	\$1,409,436	3/1/2021	8/31/2024
Kitchell CEM, Inc.	Construction Management Services CCAP TSTC in Harlingen	\$1,389,075	5/24/2023	11/30/2025
PBK Inc.	A/E Services JBC 1st and 2nd Floor Renovations TSTC in Waco	\$1,328,525	10/11/2021	6/30/2024
Prolego Consulting Solutions, LLC	Construction Management Services CCAP TSTC in Fort Bend	\$1,258,711	4/20/2023	4/20/2026
New - BrightView Landscape Services, Inc.	Landscaping Services TSTC in Waco	\$1,250,000	6/1/2024	5/31/2026
Aggregate Spend				
Imperial Construction, Inc.		\$43,929,256		
PBK Inc.		\$14,459,545		
Kitchell CEM, Inc.		\$2,828,980		

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



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Committee for Facilities

Keith Honey, Chair

Committee Chair Comments

Minute Orders:

Proposed MO#

FAC 05-24(c)	Accept the project, budget, and contracts greater than \$1M to abate and raze five structures at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco	43
		<i>Rick Herrera</i>
FAC 06-24(c)	Approve the Amended Budget to Construct the Capital Construction Assistance Project at Texas State Technical College in Marshall	48
		<i>Rick Herrera</i>
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		<i>Rick Herrera</i>
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		<i>Rick Herrera</i>

Reports:

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2.	Major Facility Projects Status Update	52
		<i>Rick Herrera</i>



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** FAC 05-24(c)

Proposed By: Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer

Subject: **Authorize the Chancellor to Accept the Project for the Abatement and Razing of Five Structures at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco.**

Background: By FAC 16-23(c), the Texas State Technical College Board of Regents approved the project and budget to abate and raze five structures located at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco.

Justification: As of May 2024, the project is complete per the contract documents.

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): Before and after photos.

Recommended Minute Order: "The Texas State Technical College Board of Regents authorizes the Chancellor, or designee, to Accept the Project for the abatement and razing of five structures located at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco."

Recommended By: [ORIGINAL SIGNED BY]
Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer

6315 North IH 35 254 Storage (Before)



6315 North IH 35 254 Storage (During)



6315 North IH 35 254 Storage (After)



2233 Air Base Road Mosque (Before)



2233 Air Base Road Mosque (During)



2233 Air Base Road Mosque (After)



2220 Air Base Road Victory Church



2220 Air Base Road Victory Church



2220 Air Base Road Victory Church (After)



2200 Air Base Road Freewill Church



2200 Air Base Road Freewill Church (During)



2200 Air Base Road Freewill Church (After)





Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** FAC 06-24(c)

Proposed By: Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer

Subject: **Approve the Amended Budget to Construct the Capital Construction Assistance Project at Texas State Technical College in Marshall**

Background: By Senate Bill 52, passed during the third special session of the 87th Texas Legislature, the Board of Regents of the Texas State Technical College System is authorized 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 referred to as Capital Construction Assistance Projects (CCAP).

By MO 46-21(c) the TSTC Board of Regents approved the concept to construct the legislatively authorized Capital Construction Assistance Projects. By MO FAC 03-22(c) the TSTC Board of Regents authorized the Chancellor to enter into contracts for construction management services for the Capital Construction Assistance Projects. By MO FAC 11-22(c) the TSTC Board of Regents approved the project and budget to construct the Capital Construction Assistance Project at TSTC in Marshall. And by MO FAC 07-23(c) the TSTC Board of Regents approved to amend the project budget to construct the Capital Construction Assistance Project at TSTC in Marshall by \$3,090,133 for a total Amended Budget of \$13,191,633.

Justification: Due to the cost of instructional equipment, the current budget is requested to be increased.

Additional Information: The additional instructional equipment will increase the budget by \$1,267,574 for a total Amended Budget of \$14,459,207.

Fiscal Implications: CCAP and Revenue Financing System bonds 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 Construct the Capital Construction Assistance Project at Texas State Technical College in Marshall.”

Recommended By:

[ORIGINAL SIGNED BY]

Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** FAC 07-24(c)

Proposed By: Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer

Subject: **Approve the Amended Budget to Construct and Furnish the Capital Construction Assistance Project at Texas State Technical College in Ft. Bend County**

Background: By Senate Bill 52, passed during the third special session of the 87th Texas Legislature, the Board of Regents of the Texas State Technical College System is authorized 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 referred to as Capital Construction Assistance Projects (CCAP).

By MO 46-21(c) the TSTC Board of Regents approved the concept to construct the legislatively authorized Capital Construction Assistance Projects. By MO FAC 14-22(c) the TSTC Board of Regents approved the project and budget of \$54,257,500 to construct the CCAP building at TSTC in Ft. Bend County.

Justification: Due to the cost of instructional equipment, the current budget is requested to be increased.

Additional Information: The additional instructional equipment will increase the budget by \$4,887,577 for a total Amended Budget of \$59,145,077.

Fiscal Implications: CCAP and Revenue Financing System Bonds 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 Construct the Capital Construction Assistance Project at Texas State Technical College in Ft. Bend County."

Recommended By: **[ORIGINAL SIGNED BY]**
Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer



Board Meeting Date: August 8, 2024 **Proposed Minute Order #:** FAC 08-24(c)

Proposed By: Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer

Subject: **Approve the Amended Budget to Construct and Furnish the Capital Assistance Construction Assistance Project at Texas State Technical College in Abilene**

Background: By Senate Bill 52, passed during the third special session of the 87th Texas Legislature, the Board of Regents of the Texas State Technical College System are authorized 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.

By MO 46-21(c), the Texas State Technical College Board of Regents approved constructing multiple Capital Construction Assistance Projects on multiple TSTC Campuses.

By MO FAC 09-22(c), the Texas State Technical College Board of Regents approved the Project and Budget for the Capital Construction Assistance Project at Texas State Technical College in Abilene \$24,090,395.

By MO FAC 20-23(c), the Texas State Technical College Board of Regents approved the Project and Budget for the Capital Construction Assistance Projects at Texas State Technical College in Abilene to increase to \$26,090,395 due to enhanced design.

Justification: Due to the cost of Instructional equipment, the current budget needs to be increased by \$4,335,516.

Additional Information: The additional Instructional Equipment cost of \$4,335,516 brings the Total Project Cost of \$30,425,911.

Fiscal Implications: CCAP and Revenue Financing System Bonds 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 Construct the Capital Construction Assistance Project at the Texas State Technical College in Abilene."

Recommended By: **[ORIGINAL SIGNED BY]**
Rick Herrera, Sr. Vice Chancellor & Chief Campus Expansion Officer

Major Projects Report August 2024

	A	B	C	D	E	F	G	H	I	J	K
	#	Project Name	Campus	Delivery Method	Fund Source		Cost Allocation		Required Approvals		% Complete
1	1	Campus Wide Drainage Project	Waco		Unfunded	\$ 2,074,290	Engineering Design	\$ 305,000	Project and Budget	MO 47-20	
2							Construction Contract	\$ 1,726,290			
3							Owner's Cost	\$ 43,000			0%
4					Total Funds	\$ 2,074,290	Total Budget	\$ 2,074,290			
5	2	EEC & TSC Building Renovations	Waco	A/E-CMaR	RFS LB 22 CCAP Bond Funds	\$ 6,000,000	Architectural Services	\$ 916,734	Pursuit of EDA Grant	EA 26-20	
6					EDA Grant	\$ 3,500,000	Construction Contract	\$ 9,700,253	Project and Budget	MO 13-21	
7					TSTC Matching Local Funds	\$ 2,585,000	Abatement Costs	\$ 61,697	Contracts > \$1M	MO 11-22	60%
8					HEF Funds	\$ 250,000	Construction Cost (Other)	\$ 38,984			
9							Owner's Cost	\$ 282,515			
10							Owner's Reserve (Balance)	\$ 1,334,817	Approve Amended Budget	FAC MO 08-22	
11					Total	\$ 12,325,000	Total Budget	\$ 12,325,000	Complete Project	Jan 2025	
12	3	JBC Renovation Multipurpose Event Center	Waco	A/E-CMaR	RFS LB 20 Bonds	\$ 5,200,000	Architectural Services	\$ 1,384,775	Concept	EA 20-21	
13					RFS LB 20 Bonds	\$ (37,400)	Construction Contract	\$ 12,915,898	Project and Budget	MO 43-21	
14					RFS LB 22 CCAP Bond Funds	\$ 7,800,000	Construction Documentation	\$ 14,183			
15					RFS LB 22 CCAP Bond Funds	\$ 1,700,000	Construction Cost (Other)	\$ 325	Amended Budget	MO 14-22	95%
16					HEF Funds	\$ 850,000	Owner's Cost	\$ 1,050,661			
17							Owner's Reserve (Balance)	\$ 146,758	Amended Budget	FAC MO 07-22	
18					Total	\$ 15,512,600	Total Budget	\$ 15,512,600	Amended Budget	FAC MO 17-23	
19									Complete Project	May 2024	
20	4	TSTC Portion of North Interceptor	Waco	TBD	Local Bonds 2020	\$ 650,000			Concept	MO 31-21	
21					Unfunded	\$ 850,000					0%
22					Total	\$ 1,500,000	Total Budget	\$ 1,500,000	Complete Project	Dec 2025	
23	5	20ME Renovation Student Enrollment	Harlingen	A/E-CMaR	Bond Funds	\$ 2,100,000	Architectural Services	\$ 59,100	Concept	MO FAC 04-22	
24							Construction Contract				3%
25							Owner's Reserve (Balance)	\$ 2,040,900			
26					Total	\$ 2,100,000	Total Budget	\$ 2,100,000	Complete Project	TBD	
27	6	Capital Construction Assistance Project	Abilene	RFQ	CCAP Appropriations	\$ 13,500,000	Architectural Pre Design	\$ 42,297	Concept & Contracts	MO 46-21	
28					RFQ	\$ 1,808,367	Architectural Services	\$ 1,835,968	Contracts > \$1M	MO FAC 03-22	
29					A/E-CMaR	\$ 10,590,395	Construction Management	\$ 599,910	Project, Budget, Cont. > \$1M	MO FAC 09-22	15%
30					RFS LB 22 CCAP Bond Funds	\$ 149,336	Construction Contract	\$ 21,313,358	Amended Project	MO FAC 20-23	
31					HEF Funds	\$ 21,149	Construction Documentation	\$ 36,005	Approve Amended Budget	MO FAC 08-24	
32					Local Funds	\$ 21,149	Construction Cost (Other)	\$ 81,045			
33					TBD	\$ 4,335,516	Owner's Reserve (Balance)	\$ 6,517,329			
34					Total	\$ 30,425,914	Total Budget	\$ 30,425,914	Complete Project	Aug 2025	
35	7	Capital Construction Assistance Project	EWCHEC	RFQ	CCAP Appropriations	\$ 33,300,000	Architectural Pre Design	\$ 236,421	Concept & Contracts	MO 46-21	
36					RFQ	\$ 31,940,000	Architectural Services	\$ 4,155,500	Contracts > \$1M	MO FAC 03-22	
37					A/E-CMaR	\$ (8,404,800)	Construction Management	\$ -	Project, Budget, Cont. > \$1M	MO FAC 10-22	1%
38							Construction Contract	\$ -			
39							Construction Documentation	\$ -			
40							Construction Cost (Other)	\$ -			
41							Owner's Reserve (Balance)	\$ 52,443,279			
42					Total	\$ 56,835,200	Total Budget	\$ 56,835,200	Complete Project	TBD	
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Major Projects Report August 2024

	A	B	C	D	E	F	G	H	I	J	K
44	8	Capital Construction Assistance Projects	Fort Bend	RFQ	CCAP Appropriations	\$ 41,800,000	Architectural Pre Design	\$ 250,150	Concept & Contracts	MO 46-21	
45				RFQ	RFS LB 22 CCAP Bond Funds	\$ 12,308,164	Architectural Services	\$ 4,038,500	Contracts > \$1M	MO FAC 03-22	
46				A/E-CMaR	HEF Funds	\$ 250,150	Construction Management	\$ -	Project, Budget, Cont. > \$1M	MO FAC 14-22	42%
47				TBD		\$ 4,786,763	Construction Contract	\$ 42,095,557	Approve Amended Budget	MO FAC 07-24	
48							Construction Documentation	\$ 47,744			
49							Owner's Reserve (Balance)	\$ 12,713,126			
50					Total	\$ 59,145,077	Total Budget	\$ 59,145,077	Complete Project	Aug 2025	
51	9	Capital Construction Assistance Projects	Harlingen	RFQ	CCAP Appropriations	\$ 37,800,000	Architectural Pre Design	\$ 284,363	Concept & Contracts	MO 46-21	
52				RFQ	RFS LB 22 CCAP Bond Funds	\$ 26,595,000	Architectural/Eng. Services	\$ 4,191,926	Contracts > \$1M	MO FAC 03-22	
53				A/E-CMaR	RFS LB 22 CCAP Bond Funds	\$ (6,595,000)	Construction Management	\$ 1,389,075	Project, Budget, Cont. > \$1M	MO FAC 13-22	13%
54					HEF Funds	\$ 284,363	Construction Contract	\$ 47,315,780			
55							Construction Documentation	\$ 67,200			
56							Construction Cost (Other)	\$ 210,515			
57							Owner's Reserve (Balance)	\$ 4,625,504			
58					Total	\$ 58,084,363	Total Budget	\$ 58,084,363	Complete Project	Aug 2025	
59	10	Capital Construction Assistance Project	Marshall	RFQ	CCAP Appropriations	\$ 10,101,500	Architectural Pre Design	\$ 99,113	Concept & Contracts	MO 46-21	
60				RFQ	CCAP Appropriations	\$ 3,090,133	Architectural Services	\$ 959,719	Contracts > \$1M	MO FAC 03-22	
61				A/E-CMaR	TBD	\$ 1,267,574	Construction Management	\$ -	Project, Budget, Cont. > \$1M	MO FAC 11-22	45%
62							Construction Contract	\$ 9,200,720	Amended Budget	MO FAC 07-23	
63							Construction Documentation	\$ 428,857	Approve Amended Budget	MO FAC 06-24	
64							Owner's Cost	\$ 106,774			
65							Construction Cost (Other)	\$ -			
66							Owner's Reserve (Balance)	\$ 3,664,024			
67					Total	\$ 14,459,207	Total Budget	\$ 14,459,207	Complete Project	Nov 2024	
68	11	Capital Construction Assistance Project	Waco	RFQ	CCAP Appropriations	\$ 53,600,000	Architectural Pre Design	\$ 336,392	Concept & Contracts	MO 46-21	
69				RFQ	RFS LB 22 CCAP Bond Funds	\$ 18,805,000	Architectural/Eng. Services	\$ 4,996,270	Contracts > \$1M	MO FAC 03-22	
70				A/E-CMaR	HEF Funds	\$ 336,392	Construction Management	\$ 1,439,905	Project, Budget, Cont. > \$1M	MO FAC 12-22	25%
71							Construction Contract	\$ 59,655,264			
72							Construction Documentation	\$ 53,918			
73							Construction Cost (Other)	\$ 1,953			
74							Owner's Reserve (Balance)	\$ 6,257,689			
75					Total	\$ 72,741,392	Total Budget	\$ 72,741,392	Complete Project	Nov 2025	
76	12	Waco Annex	Waco	A/E-CMaR	TSTC Foundation	\$ 17,000,000	Architectural Services	\$ 1,125,887			
77							Construction Management	\$ 294,000			
78							Construction Contract	\$ 12,359,860			35%
79							Construction Documentation	\$ 26,003			
80							Construction Cost (Other)	\$ 89,708			
81							Owners Cost (Equip.)	\$ -			
82							Owner's Reserve (Balance)	\$ 3,104,542			
83					Total	\$ 17,000,000	Total Budget	\$ 17,000,000	Complete Project	Dec 2024	
84	13	Air Base Road Abate & Demo Multiple Structures	Waco	RFQ	Bond Funds	\$ 1,179,309	Abatement Consultant	\$ 61,846	Project, Budget, and Contracts > \$1M	MO FAC 16-23	
85				RFP		\$ (138,000)	Abatement Contract	\$ 63,200	Project Acceptance	MO FAC 05-24	
86				RFP			Demolition Contract	\$ 162,951			100%
87							Owners Cost	\$ 14,512			
88							Owner's Reserve (Balance)	\$ 738,800			
89					Total	\$ 1,041,309	Total Budget	\$ 1,041,309		Apr 2024	
90					Total Fund Source	\$ 343,254,349	Total Cost Allocation	\$ 343,254,349			

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Committee for General Administration

Robb Misso, Chair

Committee Chair Comments

Minute Orders: Proposed MO#

None.

Reports:

Oral Report: "Culture of Caring" - Student Support Fundraising in the TSTC
Foundation"

Cledia Hernandez

