



*Agenda Items*  
*Meeting*  
*of the*  
*Board of Regents*

**November 12, 2015**



**AGENDA ITEMS**  
**MEETING OF THE BOARD OF REGENTS**  
**THE TEXAS A&M UNIVERSITY SYSTEM**

November 12, 2015  
College Station, Texas

**1. COMMITTEE ON FINANCE**

- 1.1 Approval of FY 2017 Operating Budget Guidelines, Texas A&M University System
- 1.2 Approval of New, Increased, and Decreased Tuition and Fees (Including Proposed Optional and Guaranteed Tuition and Fee Rates) for Fall 2016 and Fall 2017 Semesters, Texas A&M University System
- 1.3 Approval of a Cooperative Research, Education, and Development Agreement with the Center for Solar Energy, A&M-Central Texas

**2. COMMITTEE ON AUDIT**

**3. COMMITTEE ON BUILDINGS AND PHYSICAL PLANT**

- 3.1 Approval of the Project Scope and Budget, Appropriation for Construction Services, and Approval for Construction for the Human Clinical Research Facility Project, Texas A&M University, College Station, Texas (Project No. 02-3170), Texas A&M

**Executive Session Items**

- 3.2 \*Authorization to Consent to Assignment of Phase VI Student Housing Ground Lease, and Amend Facility Use Agreement Covering Phases I-III Student Housing to Include Phase VI Student Housing, PVAMU
- 3.3 \*Authorization to Sell 207.94 Acres of Land, More or Less, in the Wm. B. Stephenson Survey, Abstract No. 450 and the A.R. O'Pry Survey, Abstract No. 534 in Hays County, Texas, AgriLife Extension
- 3.4 \*Authorization to Execute a Lease of Land on the Campus for Construction of a Student Recreation Center, and a Capital Lease of the Student Recreation Center to be Constructed, TAMUT

**Report**

- 3.5 Report of System Construction Projects Authorized by the Board

*\*Certified by the general counsel or other appropriate attorney as confidential or information that may be withheld from public disclosure in accordance with Section 551.1281 and Chapter 552 of the Texas Government Code.*

**4. COMMITTEE ON ACADEMIC AND STUDENT AFFAIRS**

- 4.1 Approval of Freshmen Admissions Standards for the 2016-17 Academic Year, A&M-San Antonio

**5. THE TEXAS A&M UNIVERSITY SYSTEM BOARD OF REGENTS (*not assigned to Committee*)**

- 5.1 Approval of Revisions to System Policy 07.01 (Ethics)
- 5.2 Approval of Revisions to System Policy 07.03 (Conflicts of Interest, Dual Office Holding and Political Activities)
- 5.3 Approval of Revisions to System Policy 22.02 (System Investment)
- 5.4 Approval of Revisions to System Policy 25.07 (Contract Administration)

**Executive Session Items**

- 5.5 Appointment of Provost and Vice President for Academic Affairs, A&M-Corpus Christi
- 5.6 Appointment of Executive Vice President for Finance and Administration, A&M-Corpus Christi
- 5.7 Appointment of Dean of College of Agriculture and Natural Sciences, WTAMU
- 5.8 Appointment of Dean of School of Engineering, Computer Science and Mathematics, WTAMU

**6. CONSENT AGENDA ITEMS****The Texas A&M University System/Board of Regents**

- 6.1 Approval of Minutes, BOR
- 6.2 Approval of Revised Minute Order 130-2015 (*Approval of Revised Texas A&M University System and Texas A&M University Official Seals*)
- 6.3 Designation of the *Regents Professor Awards* and the *Regents Fellow Service Awards* for Exemplary Performance and Professional Service During Fiscal Year 2014-15
- 6.4 Confirmation of New and Amended Field Trip and Study Abroad Fees
- 6.5 Approval of Guaranty Bank & Trust and First Texas Bank Depository Agreements

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- 6.6 Granting of the Title of Emeritus/Emerita, November 2015
- 6.7 Confirmation of Appointment and Commissioning of Peace Officers

Tarleton State University

- 6.8 Approval of a New Bachelor of Science in Geographic Information Systems Degree Program, and Authorization to Request Approval from the THECB

Texas A&M University

- 6.9 Approval of a New Bachelor of Science Degree Program with a Major in Statistics, and Authorization to Request Approval from the THECB
- 6.10 Approval of a New Master of Jurisprudence Degree Program, and Authorization to Request Approval from the THECB
- 6.11 Approval of a New Master of Jurisprudence in Intellectual Property Degree Program, and Authorization to Request Approval from the THECB
- 6.12 Approval of a New Master of Laws Degree Program, and Authorization to Request Approval from the THECB
- 6.13 Approval of a New Master of Laws in Intellectual Property Degree Program, and Authorization to Request Approval from the THECB
- 6.14 Approval of Academic Tenure, November 2015
- 6.15 \*Naming of Rooms in the Avian Health Complex
- 6.16 \*Naming of Exterior and Interior Areas of the Thomas G. Hildebrand, DVM '56 Equine Complex
- 6.17 \*Naming of Academic Rooms and Office in the Rollins Urban and Structural Entomology Facility
- 6.18 Authorization to Establish a Quasi-Endowment Entitled "Janet & Mark H. Ely '83/Center for Executive Development Endowed Professorship Quasi-Endowment"
- 6.19 Authorization to Establish a Quasi-Endowment Entitled "Morris E. Foster/Tidewater Inc./Center for Executive Development Endowed MBA Fellowship Quasi-Endowment"
- 6.20 Authorization to Establish a Quasi-Endowment Entitled the "Magnolia Tea Endowed Scholarship"

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- 6.21 Authorization to Establish a Quasi-Endowment Entitled “Lauren D. Murphy ’85 and Michael J. Baker ’85 Business Honors Scholarship Quasi-Endowment”

Texas A&M University-Kingsville

- 6.22 Approval of Revised Mission Statement, and Authorization to Provide Notification to the THECB

Texas A&M University-San Antonio

- 6.23 Approval of a New Master of Arts Degree Program with a Major in Marriage and Family Therapy, and Authorization to Request Approval from the THECB

- 6.24 Establishment of the Institute for Water Resources Science and Technology

West Texas A&M University

- 6.25 Authorization to Award an Honorary Degree to Mrs. Nell Foust

Texas A&M AgriLife Extension Service

- 6.26 Authorization to Establish a Quasi-Endowment Entitled the “Agricultural and Food Policy Center Excellence Fund”

- 6.27 Approval of 2016 Stiles Farm Foundation Budget, and Delegation of Authority to Manage and Operate the Stiles Farm to the Director of the AgriLife Extension

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A&M System .....	The Texas A&M University System
A&M-Central Texas .....	Texas A&M University-Central Texas
A&M-Commerce .....	Texas A&M University-Commerce
A&M-Corpus Christi.....	Texas A&M University-Corpus Christi
A&M-San Antonio .....	Texas A&M University-San Antonio
A/E .....	Architect/Engineer
AgriLife Extension.....	Texas A&M AgriLife Extension Service
AgriLife Research.....	Texas A&M AgriLife Research
BOR.....	Board of Regents
FP&C .....	Facilities Planning and Construction
NCTM.....	National Center for Therapeutics Manufacturing
POR .....	Program of Requirements
PUF .....	Permanent University Fund
PVAMU .....	Prairie View A&M University
RFS .....	Revenue Financing System
TAMHSC.....	Texas A&M Health Science Center
TAMIU.....	Texas A&M International University
TAMUG .....	Texas A&M University at Galveston
TAMUT.....	Texas A&M University-Texarkana
Tarleton .....	Tarleton State University
TEES .....	Texas A&M Engineering Experiment Station
TEEX .....	Texas A&M Engineering Extension Service
Texas A&M at Qatar .....	Texas A&M University at Qatar
Texas A&M.....	Texas A&M University
Texas A&M-Kingsville .....	Texas A&M University-Kingsville
TFS .....	Texas A&M Forest Service
THECB .....	Texas Higher Education Coordinating Board
TIGM .....	Texas A&M Institute for Genomic Medicine
TIPS.....	Texas A&M Institute for Preclinical Studies
TTI.....	Texas A&M Transportation Institute
TVMDL .....	Texas A&M Veterinary Medical Diagnostic Laboratory
UTIMCO .....	The University of Texas Investment Management Company
WTAMU .....	West Texas A&M University

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Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Billy Hamilton, Executive Vice Chancellor and Chief Financial Officer  
The Texas A&M University System

**Subject:** Approval of FY 2017 Operating Budget Guidelines

**Proposed Board Action:**

Approve FY 2017 operating budget guidelines per System Policy [27.03, Annual Operating Budget Process](#).

**Background Information:**

System Policy 27.03 states that the Board shall approve annually, upon the recommendation of the chancellor, guidelines for the preparation of annual operating budgets for the system.

**A&M System Funding or Other Financial Implications:**

Not applicable.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of the Executive Vice Chancellor and Chief Financial Officer

September 24, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of FY 2017 Operating Budget Guidelines

I recommend adoption of the following minute order:

**“The Texas A&M University System guidelines for the FY 2017  
operating budget, as shown in Exhibit , are hereby adopted.”**

Respectfully submitted,

Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

**Approval Recommended:**

**Approved for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

**The Texas A&M University System**  
***FY 2017 Operating Budget Guidelines***

The Texas A&M University System (A&M System) is committed to serving the citizens of the state of Texas and understands that the valuable, but limited, resources provided to us must be utilized in the most efficient and effective manner and, as always, with the benefit of the state taxpayers foremost on our minds. The A&M System will continue to act as good stewards of the state of Texas' limited resources and will ensure the benefit to the state taxpayer is considered in every academic, research and service activity performed.

The A&M System remains focused on keeping the cost of attending our universities affordable, expanding student access, improving existing programs, developing new programs to meet new demands, expanding research and commercialization capabilities and implementing operational efficiencies through shared services, strategic outsourcing and other opportunities. Careful consideration must be given to maintaining the proper balance between tuition and fee increases and financial aid, and the effects these have on student access. The imperative of excellence in all we do and the reality of resource limitations in the state of Texas increase the difficulty of meeting these challenges and dictate that we devote our collective skills to ensuring that the productivity of all A&M System resources is optimized.

In preparation for the upcoming FY 2017 budget process, we will remain focused on keeping administrative costs low through the continued improvement of operational efficiencies. In addition, budget recommendations shall be prepared within the estimated funds available and reserve balances should only be used in special one-time situations or where a definite plan provides justification of a limited use of such balances. In self-supporting activities, total funds budgeted shall not exceed realistic estimates of income and balances brought forward. It is expected that government and private contracts will finance their proportionate share of increases being recommended. Recommendations for other operating expenses should be based upon careful estimates of actual needs, taking into account every possibility for savings. Every effort should be made to ensure that we are taking advantage of cost savings opportunities and reducing expenditures wherever possible. In addition, all budgetary projections should include provisions to accommodate items subject to possible inflationary increases during the course of this operating year.

Chief Executive Officers are authorized to begin the process of preparing the FY 2017 operating budgets within the limits of available resources. The System Office of Budgets and Accounting will provide detailed instructions to be used in the support of each phase of the review and approval process for the Chancellor and Board of Regents.

## **FY 2017 Budget Calendar**

November	Budget guidelines, budget calendar, and tuition and fee requests presented to the Board for approval
February	FY 2016 budget update provided to the Board
March	Preliminary budgets submitted to the System Office of Budgets and Accounting for review
April	Programmatic Budget Reviews
May	FY 2017 Budget presented to the Board for approval  Request approval of full-time equivalent (FTE) employment levels and service department agenda items

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Billy Hamilton, Executive Vice Chancellor and Chief Financial Officer  
The Texas A&M University System

**Subject:** Approval of New, Increased, and Decreased Tuition and Fees (Including Proposed Optional and Guaranteed Tuition and Fee Rates) for Fall 2016 and Fall 2017 Semesters

### **Proposed Board Action:**

Approve the proposed new, increased and decreased tuition and fees (including proposed optional and guaranteed tuition and fee rates) to be effective with the fall 2016 and fall 2017 semesters.

### **Background Information:**

The Texas Education Code provides guidance on all student tuition, fees and charges allowable for collection by institutions of higher education. Many of the authorized tuition and fees require approval from the Board of Regents (Board) prior to implementation. In addition, increases to designated tuition (and some fees) require that the Board hold a public hearing to receive input from students and the general public prior to the increases taking effect. Also, included in these recommendations are the proposed optional and guaranteed tuition and fee rates.

System Policy 26.01, *Tuition and Fees*, states that tuition and fee recommendations for the ensuing academic year shall be presented annually to the Board for consideration. However, in lieu of an annual review, this agenda item proposes to seek Board approval for the next two academic years. For the fall 2017 semester (FY 2018), the Optional One-Year/Guaranteed Rate will be adjusted at all institutions based on the 2016 Higher Education Price Index or 2.2 percent, whichever is less.

### **A&M System Funding or Other Financial Implications:**

See attached exhibit.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of the Executive Vice Chancellor and Chief Financial Officer

October 30, 2015

Members, Board of Regents

The Texas A&M University System

Subject: Approval of New, Increased, and Decreased Tuition and Fees (Including Proposed Optional and Guaranteed Tuition and Fee Rates) for Fall 2016 and Fall 2017 Semesters

I recommend adoption of the following minute order:

**“All public hearings and referendums required by law for increases in student tuition and fees have been (or will be conducted as noted on the attached exhibit) properly conducted in accordance with the Texas Education Code.**

**System Policy 26.01, *Tuition and Fees*, states that tuition and fee recommendations for the ensuing academic year shall be presented annually to the Board for consideration. However, in lieu of an annual review, the Board approves the following:**

**The request for new, increased, and decreased tuition and fees (including optional and guaranteed tuition and fee rates) recommended by Texas A&M University System institutions, as shown on Exhibit , are approved to be effective with the fall 2016 and fall 2017 semesters. For the fall 2017 semester (FY 2018), the Optional One-Year/Guaranteed Rate will be adjusted at all institutions based on the 2016 Higher Education Price Index or 2.2 percent, whichever is less.”**

Respectfully submitted,

Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

**Approval Recommended:**

**Approved for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel





# THE TEXAS A&M UNIVERSITY SYSTEM

**NEW, INCREASED & DECREASED  
TUITION & FEE REQUESTS**

**BOARD OF REGENTS MEETING  
NOVEMBER 2015**

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**THE TEXAS A&M UNIVERSITY SYSTEM**  
SUMMARY of REQUESTED NEW, INCREASED, AND DECREASED TUITION AND FEES  
Effective Fall 2016

System Member	Type of Fee	Description	Assessed Per	Current Fee	Proposed Fee
<b>Prairie View A&amp;M University</b>	Tuition & Fee Rates	Tuition & Fee Rates	See page 3.2 for specific rates.		
	General Fee	Application Fee	STUDENT	\$25.00	\$40.00
	General Fee	Executive MBA Program Fee	SCH	\$1,007.00	\$1,167.00
	General Fee	International Student Services Fee	SEM	New	\$75.00
	General Fee	International Sponsored Students Fee	SEM	New	\$250.00 - \$500.00
	General Fee	University Services Fee (see pages 3.14 & 3.15) <b>*Includes an overall \$5/SCH increase. Actual rate per SCH will vary depending on the students course load.</b>	SCH	Varies	Varies
	Student Center Complex Fee	Student Center Complex Fee <b>*Pending approval via student referendum.</b>	SEM	\$40.00	\$50.00
<b>Tarleton State University</b>	Tuition & Fee Rates	Tuition & Fee Rates	See page 4.2 for specific rates.		
	General	University Services Fee <b>*Increase includes a \$5.00 increase to the University Services Fee plus the 2.2% inflationary increase and increases due to the collapse of Online Fees.</b>	SCH	\$77.29	\$87.06
	Differential Designated Tuition	Differential Designated Tuition College of Liberal and Fine Arts	SCH	\$1.35	\$2.40
	General Fee	Online Fee Collapse			
		Undergraduate	COURSE	\$300 - \$360	Eliminate
		Graduate	COURSE	\$300 - \$360	Eliminate
	<b>*Online fees for Undergraduates and Graduates will be eliminated and increases made to Differential Designated Tuition and/or University Services Fee (see pages 4.7 &amp; 4.8).</b>				
	General Fee	Application Fee - Undergraduate	APPLICANT	\$30.00	\$45.00
	General Fee	Application Fee - Graduate	APPLICANT	\$30.00	\$45.00
	General Fee	Ed Leadership - NCELP Program Fee	STUDENT	New	\$2,000.00
	General Fee	Ed Leadership - SuperCert Program Fee	STUDENT	New	\$1,500.00
	General Fee	Property Deposit	STUDENT	\$10.00	Eliminate

**THE TEXAS A&M UNIVERSITY SYSTEM**  
SUMMARY of REQUESTED NEW, INCREASED, AND DECREASED TUITION AND FEES  
Effective Fall 2016

System Member	Type of Fee	Description	Assessed Per	Current Fee	Proposed Fee
<b>Texas A&amp;M International University</b>	Tuition & Fee Rates	Tuition & Fee Rates	See page 5.2 for specific rates.		
	Group Hospital & Medical Services Fee	Health Services Fee			
		Fall & Spring	SEM	\$41.90	\$46.05
		Summer	SEM	\$20.95	\$23.03
<b>Texas A&amp;M University</b>	Tuition & Fee Rates	Tuition & Fee Rates	See page 6.2 and 6.3 for specific rates.		
	Differential Designated Tuition	Differential Designated Tuition			
		Agriculture and Life Sciences	SEM	\$227.54	\$550.00
		Dwight Look College of Engineering	SEM	\$824.84	\$1,000.00
		College of Geosciences	SEM	\$107.45	\$244.39
		Mays Business School	SEM	\$516.71	\$654.00
		College of Science	SEM	\$106.40	\$200.00
	General Fee	Advising Fee	SEM	New	\$20.00
	General Fee	Geosciences On-line Petroleum Geoscience Program Fee			
		Resident			
		Master of Geology	SCH	New	\$436.00
		Master of Geophysics	SCH	New	\$436.00
	General Fee	Master of Geosciences	SCH	New	\$436.00
		Non-Resident			
		Master of Geology	SCH	New	\$254.00
		Master of Geophysics	SCH	New	\$254.00
		Master of Geosciences	SCH	New	\$254.00
	General Fee	Mays Master of Financial Management Program Fee			
		Fall and Spring	SEM	New	\$500.00
		Summer	SEM		\$0.00
	General Fee	Mays Master of Science in Business Program Fee (for non-business majors)			
		Fall and Spring	SEM	New	\$6,000.00
		Summer	SEM	New	\$4,000.00
	General Fee	Master of Science in Analytics Program Fee	YEAR	\$25,000.00	\$0.00
			SEM	\$0.00	\$10,000.00
		<b>* Fee was previously charged by year (\$25,000/year). Effective Fall 2016, fee will be charged at a rate of \$10,000/semester (a total of five semesters). No change in total charges to the student.</b>			
	General Fee	Enrollment Deposit - Master of Science in Business	ACCEPTANCE	New	\$500.00

**THE TEXAS A&M UNIVERSITY SYSTEM**  
SUMMARY of REQUESTED NEW, INCREASED, AND DECREASED TUITION AND FEES  
Effective Fall 2016

System Member	Type of Fee	Description	Assessed Per	Current Fee	Proposed Fee
Texas A&M University - Continued	General Fee	Mays MS Program Fee (Master of Science)			
		Fall and Spring	SEM	\$2,000.00	\$2,200.00
		Summer	SEM	\$200.00	\$200.00
	General Fee	Mays Full Time MBA Program Fee			
		Fall and Spring	SEM	\$8,000.00	\$8,000.00
		Summer	SEM	\$0.00	\$0.00
		<b>*Requesting approval for annual flexibility to determine Mays MBA Program Fee based on program costs and demand for the program with any increase limited to no more than 75% of the average current cost of attending Rice, UT Austin, SMU, and TCU MBA programs during that year. No increase is expected for FY 2017 (Fall 2016).</b>			
Texas A&M University at Galveston	Tuition & Fee Rates	Tuition & Fee Rates	See page 7.2 for specific rates.		
	Differential Designated Tuition	Differential Designated Tuition			
		Fall & Spring	SCH	\$25.00	\$45.00
		Summer	SCH	rate not to exceed \$45.00	
	<b>*Designated Tuition is being reduced to align with Texas A&amp;M University and Differential Designated Tuition is being increased so this change will be revenue neutral for Texas A&amp;M University at Galveston.</b>				
	General Fee	Advising Fee	SEM	New	\$20.00
		Graduate Advising Fee	SCH	\$2.00	Eliminate
	General Fee	Graduate Program Fee			
		Fall & Spring	SCH	New	\$60.00
		Summer	SCH	New	\$30.00
	<b>*Graduate Designated Tuition is being reduced to align with Texas A&amp;M University. A portion of the new Graduate Program Fee (\$13.00/SCH) will be used to offset the decrease in Graduate Designated Tuition.</b>				
	General Fee	Vessel Use Fee	SCH	\$13.00	\$15.00
		Fall, Spring & Summer Max (12 SCHs)	SEM	\$156.00	\$180.00
	Group Hospital & Medical Services Fee	Health Services Fee			
		Fall & Spring	SEM	\$40.50	\$44.50
		Summer	SEM	\$20.25	\$22.25
Student Center Facility Fee	Student Center Complex Fee				
	Fall & Spring	SEM	\$40.00	\$100.00	
	Summer	SEM	\$20.00	\$50.00	

**THE TEXAS A&M UNIVERSITY SYSTEM**  
SUMMARY of REQUESTED NEW, INCREASED, AND DECREASED TUITION AND FEES  
Effective Fall 2016

System Member	Type of Fee	Description	Assessed Per	Current Fee	Proposed Fee
Texas A&M University - Central Texas	Tuition & Fee Rates	Tuition & Fee Rates	See page 8.2 for specific rates.		
	General Fee	Graduation Fee	STUDENT	\$40.00	\$50.00
	General Fee	Graduation Fee - Late Payment	PAYMENT	New	\$20.00
	General Fee	Installment Plan Late Fee	PAYMENT	New	\$20.00
	General Fee	Certificate Fee	STUDENT	New	\$25.00 - \$100.00
	General Fee	Certification Fee	COURSE	New	\$25.00 - \$150.00
	General Fee	Internship Fee	STUDENT	New	\$100.00 - \$3,000.00
	General Fee	Transcript Fee	TRANSCRIPT	New	\$3.00
	Student Services Fee	Student Services Fee Fall, Spring & Summer Max (maximum set at 12 SCHs)	SCH	\$18.00	\$19.80
			SEM	\$216.00	\$237.60
	Recreational Sports Fee	Recreational Sports Fee Fall & Spring Summer	SEM	New	\$100.00
SEM			New	\$50.00	
*Pending approval via student referendum.					
Texas A&M University - Commerce	Tuition & Fee Rates	Tuition & Fee Rates	See page 9.2 for specific rates.		
	General Fee	University Services Fee (see pages 9.5 & 9.6)	SCH	Varies	Varies
	*Includes an overall \$5/SCH increase. Actual rate per SCH will vary depending on the students course load.				
Texas A&M University - Corpus Christi	Tuition & Fee Rates	Tuition & Fee Rates	See page 10.2 and 10.6 for specific rates.		
	General Fee	University Services Fee (Not Guaranteed)			
		Undergraduate Non-Resident Students	SCH	\$167.26	\$182.29
		Graduate Resident Students	SCH	\$153.51	\$161.35
		Graduate Non-Resident Students	SCH	\$168.43	\$185.18
	General Fee	Executive MBA Program Fee	COHORT	New	\$45,000.00
*In future years, the EMBA program will be set at a rate not to exceed 10% above the average cost of the Executive MBA programs at the University of Texas at San Antonio, University of Texas at Arlington, and Texas Tech University.					

**THE TEXAS A&M UNIVERSITY SYSTEM**  
SUMMARY of REQUESTED NEW, INCREASED, AND DECREASED TUITION AND FEES  
Effective Fall 2016

System Member	Type of Fee	Description	Assessed Per	Current Fee	Proposed Fee
Texas A&M University - Corpus Christi - Continued	Intercollegiate Athletics Fee	Athletics Fee	SCH	\$24.31	\$25.12
		Fall & Spring Max	SEM	\$315.00	\$326.56
		Summer Max	SEM	\$315.00	\$326.56
Texas A&M University - Kingsville	Tuition & Fee Rates	Tuition & Fee Rates	See page 11.2 for specific rates.		
	General Fee	University Services Fee (see page 11.3) *Includes an overall \$5/SCH increase. Actual rate per SCH will vary depending on the students course load.	SCH	Varies	Varies
	General Fee	Graduate Application Fee	STUDENT	\$50.00	\$60.00
	Recreational Sports Fee	Recreational Sports Fee			
		Fall & Spring	SEM	\$135.00	\$150.00
	Summer	SEM	\$67.50	\$75.00	
		*Pending approval via student referendum.			
Texas A&M University - San Antonio	Tuition & Fee Rates	Tuition & Fee Rates	See page 12.2 for specific rates.		
		*The per SCH cap limit of 14 SCH's is being increased to 15 SCH's only for Designated Tuition. There is no change in the Designated tuition per SCH rate.			
	Designated Tuition	Designated Tuition Cap (Not Guaranteed) Undergraduate Non-Resident, Graduate Resident & Graduate Non-Resident Students	SEM	\$1,302.98	\$1,396.05
		*The per SCH cap limit of 14 SCH's is being increased to 15 SCH's only for Designated Tuition. There is no change in the Designated tuition per SCH rate.			
	General Fee	University Services Fee (Not Guaranteed)			
		Undergraduate Students - Non-Resident	SEM	\$1,348.50	\$1,554.30
Graduate Students - Resident		SEM	\$1,348.50	\$1,442.10	
	Graduate Students - Non-Resident	SEM	\$1,348.50	\$1,570.80	
	General Fee	TK20 One-Time Fee	STUDENT	New	\$100.00
Texas A&M University - Texarkana	Tuition & Fee Rates	Tuition & Fee Rates	See page 13.2 for specific rates.		
	Group Hospital & Medical Services Fee	Student Health Fee			
		Fall & Spring	SEM	\$30.00	\$50.00
	Summer	SEM	\$15.00	\$25.00	
		*Pending approval via student referendum.			

**THE TEXAS A&M UNIVERSITY SYSTEM**  
SUMMARY of REQUESTED NEW, INCREASED, AND DECREASED TUITION AND FEES  
Effective Fall 2016

System Member	Type of Fee	Description	Assessed Per	Current Fee	Proposed Fee
<b>Texas A&amp;M University - Texarkana - Continued</b>	Intercollegiate Athletics Fee	Athletic Fee	SCH	\$9.90	\$10.89
		Fall, Spring & Summer Max (set at 12 SCH's)	SEM	\$118.80	\$130.68
		<b>*Pending approval via student referendum.</b>			
<b>West Texas A&amp;M University</b>	Tuition & Fee Rates	Tuition & Fee Rates	See page 14.2 for specific rates.		
	General Fee	Undergraduate Academic Enhancement Fee	SCH	\$2.25	\$2.38
	General Fee	Education Accreditation/Enhancement Fee			
		Undergraduate Educator Preparation Program			
		Fall & Spring	SEM	\$60.00	\$63.37
		Summer	SEM	\$30.00	\$31.69
		Education Accreditation/Enhancement Fee			
	General Fee	Graduate Program in Education			
		Fall & Spring	SEM	\$35.00	\$35.77
		Summer	SEM	\$20.00	\$20.44
		Program Enhancement Fee			
	General Fee	Music Program	SEM	\$125.00	\$132.03
		Music Voice Program	SEM	\$225.00	\$237.65
	General Fee	Social Work Accreditation/Enhancement Fee			
		Undergraduate Social Work Program			
		Fall & Spring	SEM	\$75.00	\$79.22
		Summer	SEM	\$50.00	\$52.81
		Graduate Social Work Program			
		Fall & Spring	SEM	\$90.00	\$91.98
		Summer	SEM	\$75.00	\$76.65
	Intercollegiate Athletic Fee	Athletic Fee	SCH	\$22.00	\$32.00
		Fall, Spring & Summer Max (13 SCH's)	SEM	\$264.00	\$416.00
		<b>*Pending approval via student referendum.</b>			
<b>Texas A&amp;M Health Science Center</b>	Tuition & Fee Rates	Tuition & Fee Rates	See page 15.2 for specific rates.		
	Graduate Differential Tuition	Graduate Differential Tuition - College of Medicine	YEAR	\$3,120.00	\$4,120.00
	Designated Tuition	Designated Tuition - DDS Program	SCH	\$150.00	\$208.00
		Designated Tuition - DDS Graduate Certificate Progr	SCH	\$75.00	\$133.00



**THE TEXAS A&M UNIVERSITY SYSTEM**  
SUMMARY of REQUESTED NEW, INCREASED, AND DECREASED TUITION AND FEES  
Effective Fall 2016

System Member	Type of Fee	Description	Assessed Per	Current Fee	Proposed Fee	
Texas A&M Health Science Center - Continued	General Fee	University Advancement Fee	See page 15.12 for specific rates.			
		*The following fees will be eliminated and replaced with the University Advancement Fee. The University Advancement Fee will be revenue neutral to the Health Science Center and will, on average, be cost neutral to students.				
		International Education Fee	SEM	\$4.00	Eliminate	
		ID Card Fee (except the Dallas locations)	SEM	Various	Eliminate	
		Academic Support Fee	SCH	\$2.50	Eliminate	
		Student Services Fee	SCH	Various	Eliminate	
		Computer Use Fee	SCH	\$11.47	Eliminate	
		Academic Technology Fee	SCH	\$22.50	Eliminate	
		Library Access Fee	SCH	Various	Eliminate	
	General Fee	Clinical Simulation Fee				
		Medicine and Nursing Programs	SEM	\$225.00	\$300.00	
	General Fee	Equipment Usage Fee - DDS	YEAR	\$5,500.00	\$5,750.00	
	Recreational Sports Fee	Recreation Sports Fee (Kingsville based students only)				
		Fall & Spring	SEM	\$110.00	\$150.00	
		Summer	SEM	\$55.00	\$75.00	
*This fee is being increased to maintain consistency with the fees charged by Texas A&M University-Kingsville and will only be charged to HSC students located on the Kingsville campus.						
ALL INSTITUTIONS - Fall 2017	Optional One-Year/Guaranteed Rate	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.				

**PRAIRIE VIEW A&M UNIVERSITY**

Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
3.2	Tuition & Fee Rates		See page 3.2 for specific rates		
3.6	Application Fee	STUDENT	\$25.00	\$15.00	\$40.00
3.8	Executive MBA Program Fee	SCH	\$1,007.00	\$160.00	\$1,167.00
3.10	International Student Services Fee	SEM	New		\$75.00
3.12	International Sponsored Student Fee	SEM	New	\$250.00 - \$500.00	
3.14	University Services Fee	SCH	Varies	\$5.00	Varies
3.16	Student Center Complex Fee	SEM	\$40.00	\$10.00	\$50.00
	<b>*Pending approval via student referendum.</b>				

SCH - Semester Credit Hour

SEM - Semester

## PRAIRIE VIEW A&M UNIVERSITY

Guaranteed Tuition and Fees

Inflationary Adjustment Only

### FY 2017 (Fall 2016)

<b>FY 2017 New Optional One Year Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 4,822	\$ 4,919
New UG Non-Resident Student <sup>2</sup>	11,086	11,309
New GR Resident Student	3,408	3,477
New GR Non-Resident Student <sup>2</sup>	7,185	7,329

<b>FY 2017 Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 4,822	\$ 4,919
New UG Non-Resident Student <sup>2</sup>	11,086	11,309
New GR Resident Student	3,408	3,477
New GR Non-Resident Student <sup>2</sup>	7,185	7,329

<sup>1</sup> Current authorized rates are based on 15 SCHs.

<sup>2</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

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### FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
Guaranteed Tuition – Designated Tuition/University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The proposed increase will be allocated between both Designated Tuition and University Services Fee and will provide funding for scholarships, instruction, academic support, research, student services and utility costs. In addition, revenue from the increase will be used as an allowance for a faculty/staff merit increase.

II. Public hearing and/or student referendum requirements

The Student Fee Advisory Committee met in September 2015, to discuss the proposed increase and voted to recommend the proposed fee increase to the President. Student hearings will be held in late October 2015, prior to the November Board of Regents meeting.

III. Budget impact if fee request is not approved

If the increase is not approved, resources will not be available to meet the growing demands of the University.

IV. Justification for ending balance

No significant ending balances are anticipated.

V. Additional information

Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
Guaranteed Tuition & Fees - Designated Tuition

**INTERNAL MAXIMUM:**

Current Fee:	<u>Varies</u>	for Fall and Spring
	<u>Varies</u>	for Summer
Proposed Fee:	<u>Varies</u>	for Fall and Spring
	<u>Varies</u>	for Summer
Basis:	<u>SCH (11SCHs or Less)</u>	(sch, sem, student, etc.)
	<u>Flat Rate (12 SCHs or More)</u>	
Number of Students Affected:		<u>2,288</u>
Current Semester Credit Hours:		<u>61,586</u>
Projected Semester Credit Hours:		<u>62,800</u>

12 or more SCH's play flat rate at 15 SCH's.  
1 - 11 SCH's pay per SCH rate.

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual				
Estimated		0		0
Revenues				
Fees	30,415,573	30,215,573	269,000	30,484,573
Remissions & Waivers	2,000,000	2,200,000	100,000	2,300,000
Total Revenues	32,415,573	32,415,573	369,000	32,784,573
Expenses				
Salaries - Faculty/Staff	1,449,792	1,495,000	100,000	1,595,000
Longevity	6,848	7,000	0	7,000
Wages	52,826	55,000	0	55,000
Benefits	400,241	418,600	28,000	446,600
Scholarships	8,571,747	8,871,747	170,000	9,041,747
Operations and Maintenance	13,865,932	13,975,000	68,005	14,043,005
Utilities	3,800,787	3,847,005	2,995	3,850,000
Equipment	31,190	35,000	0	35,000
Athletics	1,737,847	1,737,847	0	1,737,847
Debt Service	1,973,374	1,973,374	0	1,973,374
Total Expenses	31,890,584	32,415,573	369,000	32,784,573
Increase/Decrease in Balance				
Revenues less Expenses	524,989	0	0	0
ENDING BALANCE	524,989	0		0

Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
Guaranteed Tuition & Fees - University Services Fee

**INTERNAL MAXIMUM:**

Current Fee:	<u>Varies</u>	for Fall and Spring	
	<u>Varies</u>	for Summer	12 or more SCH's (15 SCH flat rate) of \$1,292.50.
Proposed Fee:	<u>Varies</u>	for Fall and Spring	based on 15 SCH's.
	<u>Varies</u>	for Summer	1 - 11 SCH's pay \$135.50 for 1st SCH, \$89.50 for
Basis:	<u>sch</u>	(sch, sem, student, etc.)	each additional hour up to 11 SCH's.

Number of Students Affected:	<u>2,288</u>
Current Semester Credit Hours:	<u>61,586</u>
Projected Semester Credit Hours:	<u>62,800</u>

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0			0
Revenues				
Fees	19,377,468	19,377,468	24,500	19,401,968
Remissions & Waivers	1,000,000	1,000,000	40,000	1,040,000
Total Revenues	<u>20,377,468</u>	<u>20,377,468</u>	<u>64,500</u>	<u>20,441,968</u>
Expenses				
Faculty Salaries	343,750	343,750	5,000	348,750
Non Faculty Salaries	3,960,453	3,960,453	6,000	3,966,453
Longevity	72,858	72,858		72,858
Wages	652,775	652,775		652,775
Benefits	1,265,209	1,265,209	1,500	1,266,709
Scholarships	1,437,478	1,437,478	40,000	1,477,478
Utilities	26,928	26,928		26,928
Operations & Maintenance	12,067,781	9,431,981	12,000	9,443,981
Equipment	312,736	312,736		312,736
Debt Service	237,500	2,873,300		2,873,300
Total Expenses	<u>20,377,468</u>	<u>20,377,468</u>	<u>64,500</u>	<u>20,441,968</u>
Increase/Decrease in Balance Revenues less Expenses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
ENDING BALANCE	<u>0</u>	<u>0</u>		<u>0</u>

Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
Application Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

An increase in the application processing fee from \$25.00 to \$40.00 is needed to meet Enrollment Management goals - specifically Undergraduate Admissions. Revenue from the increased fee will provide the funding required to enhance and streamline the entire enrollment process, in particular the operations in data entry and processing areas. Increased staffing and the integration of updated technology will allow for the processing of student documents more effectively and efficiently.

II. Public hearing and/or student referendum requirements

The Student Fee Advisory Committee met during September 2015 to discuss the proposed fee and voted to recommend the proposed fee increase to the President. Student hearings will be held in late October 2015, prior to the November Board of Regents meeting.

III. Budget impact if fee request is not approved

If the proposed increase is not approved, the increase in transfer student enrollment will not meet the University's goal to dramatically increase enrollment at the upper division levels. Undergraduate Admissions' current staffing and level funding will not sustain a 50% increase in upper division applicants. Applicant processing time will be significantly diminished and downsized if adequate funding is not available.

IV. Justification for ending balance

No significant ending balances are predicted.

V. Additional information

Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
 Application Fee

Current Fee:     \$25.00 for Fall and Spring  
                       \$25.00 for Summer  
 Proposed Fee:   \$40.00 for Fall and Spring  
                       \$40.00 for Summer  
 Basis:             student (sch, sem, student, etc.)

Number of Students Affected:             6,100  
 Current Semester Credit Hours:                               
 Projected Semester Credit Hours:                          

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated		21,097		21,097
Revenues				
Fees	154,400	154,400	92,640	247,040
Total Revenues	154,400	154,400	92,640	247,040
Expenses				
Salaries & Wages	0	0	15,000	15,000
Fringe Benefits	0	0	4,200	4,200
Departmental Operations	130,803	131,803	94,094	225,897
Maintenance/Equipment	0	0	0	0
Equipment	2,500	1,000	0	1,000
Total Expenses	133,303	132,803	113,294	246,097
Increase/Decrease in Balance				
Revenues less Expenses	21,097	21,597	(20,654)	943
ENDING BALANCE	21,097	42,694		22,040



Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
Executive MBA Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

- The increased fee will benefit both the program and its graduates; revenue will be used to strategically improve the quality (faculty, travel, student services) and brand image of the EMBA. This will result in improved placement of the EMBA graduates, with a higher return on their investment in the program.
- This is the first ever increase in the program's history. The PVAMU EMBA fees have not increased since Fall 2012 when the program was launched, even though costs have risen across the board (China travel, textbooks, meals, other).
- Since the program is now mature – we have graduated two cohorts, have built a solid reputation, and the market can bear a higher tuition/fee.
- The fee is being increased to bring the cost in line with the value of a Prairie View A&M Executive MBA degree. The fee will impact students who begin the program in the Fall 2016 and later.

II. Public hearing and/or student referendum requirements

The Student Fee Advisory Committee met during September 2015 to discuss the proposed increase and voted to recommend to the increase to the President. Student hearings will be held in late October 2015, prior to the November Board of Regents meeting.

III. Budget impact if fee request is not approved

If the fee increase is not approved, the surplus from the Executive MBA will be reduced and will not be available to use for enhancements in the College of Business.

IV. Justification for ending balance

Any ending balance will be used to fund adjunct faculty positions and other enhancements to the College of Business.

V. Additional information

Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
Executive MBA Program Fee

Current Fee: \$1,007.00 for Fall and Spring  
\$1,007.00 for Summer  
Proposed Fee: \$1,167.00 for Fall and Spring  
\$1,167.00 for Summer  
Basis: sch (sch, sem, student, etc.)

Number of Students Affected: 73  
Current Semester Credit Hours: 73  
Projected Semester Credit Hours: 1,104

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	572,157	741,597		741,597
Revenues				
Fees	756,000	1,111,728	176,640	1,288,368
Total Revenues	756,000	1,111,728	176,640	1,288,368
Expenses				
Salaries & Wages	157,053	218,500	0	218,500
Fringe Benefits	43,907	61,180	0	61,180
Departmental Operations	100,000	326,400	0	326,400
Equipment	10,000	0	0	0
Travel	150,000	193,500	0	193,500
Overhead Assessment	75,600	111,173	17,664	128,837
Scholarships	0	0	104,640	104,640
Debt Repayment	50,000	0	0	0
Total Expenses	586,560	910,753	122,304	1,033,057
Increase/Decrease in Balance Revenues less Expenses	169,440	200,975	54,336	255,311
ENDING BALANCE	741,597	942,572		996,908

Request for New Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
International Student Service Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The \$75 fee is required of all students who are not US citizens or who are not US permanent residents to offset the cost of specialized services that International Affairs provides to the international students such as immigration advising, certificate of eligibility, document issuance (I-20/DS-2019), verification and monitoring of legal status, status changes, extensions of legal status, approve or help with the approval of on and off campus work authorizations, social/academic adjustment, administration of special programs for these students.

II. Public hearing and/or student referendum requirements

An international student meeting to discuss proposed new fees was held on October 20, 2015. The University public hearing was held on October 21<sup>st</sup> & 22<sup>nd</sup>, 2015.

III. Budget impact if fee request is not approved

If the proposed fee is not approved, it will be difficult to adequately support international students which will negatively impact international student recruitment, enrollment, engagement, and retention.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for New Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
International Student Services Fee

Proposed Fee:	<u>\$75.00</u>	for Fall and Spring
	<u>\$75.00</u>	for Summer
Basis:	<u>sem</u>	(sch, sem, student, etc.)

Number of Students Affected:	230
Projected Student Enrollment:	280
Projected Semester Credit Hours:	7,260

	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	63,000
Total Revenues	63,000
Expenses	
Salaries & Wages	30,000
Fringe Benefits	8,400
Departmental Operations	23,000
Equipment	1,600
Total Expenses	63,000
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

Request for New Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
International Sponsored Students Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

An administrative fee not to exceed \$500 per semester or summer session (all or part thereof) will be required to support international sponsored students unless these fees are waived as part of negotiated contractual agreements. The administrative fee assessed will be \$200, \$350, or \$500 depending on the level support provided. Assistance includes, but is not limited to the following:

- Assists the Office of Contracts to develop and administer contracts for sponsors to support their students at PVAMU.
- Admissions assistance with flexible deadlines to accommodate sponsors and their students.
- Liaison for Sponsoring Agencies to communicate with PVAMU.
- Third party billing services, student reimbursements, student and sponsor account monitoring, sponsored student cost analysis and projected budgets.
- Providing information regarding academic programs.
- Coordination of application for Health Insurance.
- Providing academic reports such as end of semester transcripts.
- Ensuring sponsor requirements regarding such matters as employment eligibility, internships, immigration status, reporting, etc., are met.
- Guidance on the potential immigration status for students entering the U.S. in certain types of immigration status.
- Assistance with determining the cost of attendance for students who attend PVAMU.
- Coordination of visits to PVAMU from sponsoring agencies.

II. Public hearing and/or student referendum requirements

An international student meeting to discuss proposed new fees was held on October 20, 2015. The University public hearing was held on October 21<sup>st</sup> & 22<sup>nd</sup>, 2015.

III. Budget impact if fee request is not approved

It will be difficult to adequately support international sponsored students which will impact international student recruitment, enrollment, engagement, and retention.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for New Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
 International Sponsored Student Fee

Proposed Fee:     \$500.00 for Fall and Spring  
                          \$500.00 for Summer  
 Basis:                sem (sch, sem, student, etc.)

Number of Students Affected:     4  
 Projected Student Enrollment:     24  
 Projected Semester Credit Hours: 648

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	25,200
Total Revenues	25,200
Expenses	
Departmental Operations	25,200
Increase/Decrease in Balance (Revenues less Expenses)	25,200
ENDING BALANCE	25,200

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Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The proposed \$5.00 increase will be assessed in addition to the inflationary adjustment and will be utilized for laptops and CAD software for Architecture students, ACI summer kits, travel abroad for international education, and operational support for campus shuttle/transportation services.

II. Public hearing and/or student referendum requirements

Student hearings were held October 20<sup>th</sup> and 21<sup>st</sup>, 2015, to discuss the proposed increase.

III. Budget impact if fee request is not approved

If the increase is not approved, available resources will not keep up with growing University demands.

IV. Justification for ending balance

No significant ending balances are predicted.

V. Additional information

Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
University Services Fee

Current Fee:	<u>Varies</u>	for Fall and Spring	
	<u>Varies</u>	for Summer	*12 or more SCH's (15 SCH flat rate)
Proposed Fee:	<u>Varies</u>	for Fall and Spring	\$140.50 for 1st SCH
	<u>Varies</u>	for Summer	\$94.50 for each additional hour up to 11 SCHs.
Basis:	<u>sch</u>	(sch, sem, student, etc.)	

Number of Students Affected:	<u>2,288</u>
Current Semester Credit Hours:	<u>61,586</u>
Projected Semester Credit Hours:	<u>62,800</u>

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			0
Estimated				
Revenues				
Fees	19,377,468	19,377,468	280,000	19,657,468
Remissions & Waivers	1,000,000	1,000,000	35,000	1,035,000
Total Revenues	20,377,468	20,377,468	315,000	20,692,468
Expenses				
Faculty Salaries	343,750	343,750		343,750
Non Faculty Salaries	3,960,453	3,960,453	35,000	3,995,453
Longevity	72,858	72,858		72,858
Wages	652,775	652,775	5,000	657,775
Benefits	1,265,209	1,265,209	9,800	1,275,009
Scholarships	1,437,478	1,437,478	85,000	1,522,478
Utilities	26,928	26,928		26,928
Operations & Maintenance	12,067,781	9,431,981	180,200	9,612,181
Equipment	312,736	312,736		312,736
Debt Service	237,500	2,873,300		2,873,300
Total Expenses	20,377,468	20,377,468	315,000	20,692,468
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0



Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
Student Center Complex Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The proposed increase is necessary to maintain the operations of the Student Center. The facility was built in 2002 and additional revenue is needed to maintain efficient operation of the facility.

II. Public hearing and/or student referendum requirements

Student hearings were held on October 20<sup>th</sup> and 21<sup>st</sup>, 2015, to discuss the proposed increase and a student referendum will be scheduled in the Spring 2016.

III. Budget impact if fee request is not approved

If the proposed increase is not approved, available resources will not keep up with growing University demands.

IV. Justification for ending balance

No significant ending balances are predicted.

V. Additional information

Request for Increased Student Fee  
**PRAIRIE VIEW A&M UNIVERSITY**  
 Student Center Complex Fee

Current Fee:     \$40.00    for Fall and Spring  
                       \$40.00    for Summer  
 Proposed Fee:   \$50.00    for Fall and Spring  
                       \$50.00    for Summer  
 Basis:             sem        (sch, sem, student, etc.)

Number of Students Affected:                     2,288  
 Current Semester Credit Hours:                 61,586  
 Projected Semester Credit Hours:               62,800

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated		0		0
Revenues				
Fees	697,842	697,842	52,000	749,842
Remissions & Waivers	35,000	35,000	3,000	38,000
Total Revenues	<u>732,842</u>	<u>732,842</u>	<u>55,000</u>	<u>787,842</u>
Expenses				
Scholarships	35,000	35,000	3,000	38,000
Operations and Maintenance	169,762	169,762	42,000	211,762
Utilities	439,764	439,764	10,000	449,764
Overhead Assessment	33,316	33,316	0	33,316
Equipment	55,000	55,000	0	55,000
Total Expenses	<u>732,842</u>	<u>732,842</u>	<u>55,000</u>	<u>787,842</u>
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	<u>0</u>	<u>0</u>		<u>0</u>

# TARLETON STATE UNIVERSITY

## Summary of Proposed Fee Changes Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
4.2	Tuition & Fee Rates		See page 4.2 for specific rates.		
4.3	University Services Fee	SCH	\$77.29	\$9.77	\$87.06
	<b>*Increase includes a \$5.00 increase to the University Services Fee plus the 2.2% inflationary increase and increases due to the collapse of Online Fees.</b>				
4.5	Differential Designated Tuition College of Liberal and Fine Arts	SCH	\$1.35	\$1.05	\$2.40
4.6	Online Fee Collapse				
	Undergraduate	COURSE	\$300 - \$360		Eliminate
	Graduate	COURSE	\$300 - \$360		Eliminate
	<b>*Online fees for Undergraduates and Graduates will be eliminated and increases made to Differential Designated Tuition and/or University Services Fee (see pages 4.7 &amp; 4.8).</b>				
4.9	Application Fee - Undergraduate	Applicant	\$30.00	\$15.00	\$45.00
4.11	Application Fee - Graduate	Applicant	\$30.00	\$15.00	\$45.00
4.13	Ed Leadership - NCELP Program Fee	Student	New		\$2,000.00
4.15	Ed Leadership - SuperCert Program Fee	Student	New		\$1,500.00
4.17	Property Deposit	Student	\$10.00	(\$10.00)	Eliminate

SCH - Semester Credit Hour

SEM - Semester

# TARLETON STATE UNIVERSITY

Guaranteed Tuition and Fees  
2.2% annual HEPI Increase

## FY 2017 (Fall 2016)

<b>Undergraduate Resident One Year Rate (VARIABLE)</b>	<b>Current Rates<sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
College of Business Administration	\$ 3,816	\$ 3,893
College of Liberal and Fine Arts	3,489	3,560
College of Agriculture and Environmental Science	3,651	3,725
College of Education	3,509	3,580
College of Science and Technology	3,651	3,725
School of Criminology, Criminal Justice and Strategic Studies	3,469	3,539
Nursing and Health Sciences Programs	4,135	4,219
Engineering Programs	4,135	4,219

<b>Undergraduate Resident Four Year Rate (GUARANTEED)</b>	<b>Current Rates<sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
College of Business Administration	\$ 3,816	\$ 4,031
College of Liberal and Fine Arts	3,489	3,685
College of Agriculture and Environmental Science	3,651	3,856
College of Education	3,509	3,707
College of Science and Technology	3,651	3,856
School of Criminology, Criminal Justice and Strategic Studies	3,469	3,664
Nursing and Health Sciences Programs	4,135	4,367
Engineering Programs	4,135	4,367

<b>Undergraduate Non Resident One Year Rate (VARIABLE)<sup>2</sup></b>	<b>Current Rates<sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
College of Business Administration	\$ 9,666	\$ 9,862
College of Liberal and Fine Arts	9,339	9,528
College of Agriculture and Environmental Science	9,501	9,693
College of Education	9,359	9,549
College of Science and Technology	9,501	9,693
School of Criminology, Criminal Justice and Strategic Studies	9,319	9,507
Nursing and Health Sciences Programs	9,985	10,187
Engineering Programs	9,985	10,187

<b>Graduate Resident One Year Rate (VARIABLE)</b>	<b>Current Rates<sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
College of Business Administration	\$ 4,305	\$ 4,392
College of Liberal and Fine Arts	3,978	4,058
College of Agriculture and Environmental Science	4,140	4,223
College of Education	3,998	4,079
College of Science and Technology	4,140	4,223
School of Criminology, Criminal Justice and Strategic Studies	3,978	4,058
Nursing and Health Sciences Programs	4,624	4,717
Engineering Programs	4,624	4,717

<b>Graduate Non Resident One Year Rate (VARIABLE)<sup>2</sup></b>	<b>Current Rates<sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
College of Business Administration	\$ 10,155	\$ 10,360
College of Liberal and Fine Arts	9,828	10,026
College of Agriculture and Environmental Science	9,990	10,191
College of Education	9,848	10,047
College of Science and Technology	9,990	10,191
School of Criminology, Criminal Justice and Strategic Studies	9,828	10,026
Nursing and Health Sciences Programs	10,474	10,685
Engineering Programs	10,474	10,685

<sup>1</sup> Current rates are based on 15 SCHs. Rates shown do not include Local (Stephenville) fees: Intercollegiate Athletic Fee, Health Fee, Recreational Sports Fee, and Student Center Complex Fee. These fees will be charged in addition to the guaranteed rates above, based on the student's location.

<sup>2</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

## FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Fee  
**TARLETON STATE UNIVERSITY**  
University Services Fee & Tuition Differentials  
(Includes Inflationary Adjustment, \$1/SCH Increase to COLFA Differential & \$5/SCH Increase to USF)  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

An increase to the University Services Fee of \$5.00/SCH (in addition to the proposed inflation adjustment) is being requested for FY 2017. A \$1.00/SCH increase to Differential Designated Tuition for the College of Liberal & Fine Arts is also being requested. These increases will provide additional funding necessary to support initiatives aligned with the University Strategic Plan:

1. Support and expand initiatives related to the strategic and academic plan aligned with increasing Student Success and improved Student Outcomes (retention and graduation rates)
  - a. Implement the Student Success Collaborative and other intrusive advising initiatives
  - b. Expand support for veterans services
  - c. Expand applied learning experiences and other high impact experiences related to student success
  - d. Create scalable high impact experiences for 1st and 2nd year students
  - e. Expand living and learning communities
  - f. Create the Center for Entrepreneurship and activities in this center as an intensive applied learning experience
2. Support the development of the next QEP as required by SACS COC as part of reaccreditation
3. Support and expand initiatives related to the creation of distinctive programs of excellence as outlined in the strategic plan
  - a. School of Criminology, Criminal Justice and Strategic Studies
  - b. Revitalization of Corps of Cadets Leadership Initiative
  - c. Center for Environmental Studies
  - d. Academy for Math Education
  - e. Medical Laboratory Sciences
4. Expand programs in high need areas:
  - a. Health Sciences and Human Services
  - b. Engineering
5. Addition of staff to support new initiatives and continued growth.

II. Public hearing and/or student referendum requirements

No public hearing or student referendum is required for this fee.

III. Budget impact if request is not approved

If the adjustment is not approved, Tarleton State will not be able to move forward with strategic initiatives.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**TARLETON STATE UNIVERSITY**  
 University Services Fee  
 (Includes HEPI Adjustment and \$5/SCH Increase)

Current Fee:     \$77.29     for Fall and Spring  
                       \$77.29     for Summer  
 Proposed Fee:   \$87.06     for Fall and Spring  
                       \$87.06     for Summer  
 Basis:            sch       (sch, sem, student, etc.)

Projected Semester Credit Hours:     55,000   (for FY 2017)

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated				
Revenues				
Current Fee (net)	19,535,581	19,535,581	537,485	20,073,066
Interest	0	0	0	0
Total Revenues	19,535,581	19,535,581	537,485	20,073,066
Expenses				
Salaries & Wages	3,175,916	3,175,916	400,000	3,575,916
Fringe Benefits	101,629	101,629	128,000	229,629
Departmental Operations	13,758,035	13,758,035	9,485	13,767,520
Maintenance/Equipment	0	0	0	0
Equipment	2,500,000	2,500,000	0	2,500,000
Other	0	0	0	0
Total Expenses	19,535,581	19,535,581	537,485	20,073,066
Increase/Decrease in Balance				
Revenues less Expenses	0	0	(0)	0
ENDING BALANCE	0	0	(0)	0

Request for Increased Student Fee  
**TARLETON STATE UNIVERSITY**  
Differential Designated Tuition - College of Liberal and Fine Arts  
(Includes HEPI Adjustment and \$1/SCH Increase)

Current Fee:     \$1.35    

Proposed Fee:     \$2.40    

Basis:     sch     (sch, sem, student, etc.)

Projected Semester Credit Hours:     21,345    

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated				
Revenues				
Current Fee (net)	115,264	115,264	22,413	137,677
Total Revenues	115,264	115,264	22,413	137,677
Expenses				
Salaries & Wages	15,000	15,000	0	15,000
Fringe Benefits	480	480	0	480
Departmental Operations	78,699	78,699	22,413	101,112
Other	21,085	21,085	0	21,085
Total Expenses	115,264	115,264	22,413	137,677
Increase/Decrease in Balance				
Revenues less Expenses	0	0	(0)	(0)
ENDING BALANCE	0	0	(0)	(0)

Request for Increased Student Fee  
**TARLETON STATE UNIVERSITY**  
Online Fee Collapse – Undergraduate & Graduate  
Effective Fall 2016

I. Programmatic justification and proposed use of increased fee

Collapsing the Online Program Fee support for Center for Instructional Innovation and Academic Affairs into the University Services Fee and Differential Tuition for specific Colleges simplifies accounting and represents a more effective management approach to recovering costs associated with online programs. Specialized software for online programming is now used extensively for hybrid and traditional programs. This redistributes fees across all support areas. The University Services Fee will increase along with differential tuition for specific colleges (see attached for specifics), but the increase will actually be revenue neutral for the University.

II. Public hearing and/or student referendum requirements

Public hearings will be conducted in November at a date, time, and location still to be determined.

III. Budget impact if fee is not approved.

If the collapsing of online course fees into the University Services Fee is not approved, we will leave the current existing online program fee in place.

IV. Justification for ending balance

No significant ending balances are expected.

V. Additional information



**TARLETON STATE UNIVERSITY**  
Online Fee Collapse - Undergraduate Courses  
Effective Fall 2016

Undergraduate \$300/course/student

Amounts listed below are amounts transferred based on # of students

College/ Dept	Account	Name	Fall 2013	Spring 2014	Summer 2014	Total	Fall '13 SCH	Spring '14 SCH	Sum '14 SCH	Total SCH	Increase Amount	Notes
MGMT	228200	HRM & MGMT MS Prog Fees UG	\$16,501	\$16,314	\$11,345	<b>\$44,160</b>						
MCIS	227200	MIS Program Fees- Local UG	\$2,344	\$2,063	\$1,125	<b>\$5,532</b>						
AFE	228700	Online Degree Prog - Local UG	\$6,094	\$7,219	\$2,156	<b>\$15,470</b>						
COBA	228260	COBA Online Prog Fees - UG	\$8,313	\$8,532	\$4,875	<b>\$21,720</b>	19,693	20,786	7,483	47,962	<b>\$2.08</b>	SCH Used for entire COBA; increase COBA Tuition Differential
ENTE	228650	ENTE Online Degree Prog UG	\$14,001	\$19,377	\$4,875	<b>\$38,253</b>	1,718	1,959	339	4,016	<b>\$10.95</b>	SCH used for Engineering only; increase Engineering Tuition Differential
CJ	228300	CJ Online Degree Prog Fees UG	\$80,881	\$72,506	\$61,755	<b>\$215,142</b>	3,678	3,994	1,665	9,337	<b>\$26.50</b>	SCH used for Criminal Justice only; create new Tuition Differential
CII	227300	CII Program Support UG	\$102,490	\$100,790	\$68,893	\$272,173						
VPAA	228050	General program support UG	\$76,875	\$75,600	\$51,675	\$204,150	118,530	111,290	26,973	256,793	<b>\$1.85</b>	SCH revenue neutral increase for this portion of online fee collapse to Undergraduate Student Services Fee
			<b>\$307,500</b>	<b>\$302,400</b>	<b>\$206,700</b>	<b>\$816,600</b>						

\*\* Tuition Differential increases include adjustment for set asides.

**TARLETON STATE UNIVERSITY**  
Online Fee Collapse - Graduate Courses  
Effective Fall 2016

Graduate \$360/course/student

College/ Dept.	Account	Name	Fall 2013	Spring 2014	Summer 2014	Total	Fall '13 SCH	Spring '14 SCH	Sum '14 SCH	Total SCH	USF/SCH Increase Amount
AGCS	228930	Ag Ed MS Prog Fee GR	\$0	\$2,850	\$0	<b>\$2,850</b>					
MGMT	228200	HRM & MGMT MS Prog Fees GR	\$38,816	\$54,904	\$35,328	<b>\$129,048</b>					
MCIS	227200	MIS Program Fees- Local GR	\$13,951	\$14,514	\$9,001	<b>\$37,466</b>					
AFE	228700	Online Degree Prog - Local GR	\$20,477	\$13,614	\$7,313	<b>\$41,403</b>					
COBA	228260	COBA Online Prog Fees - GR	\$24,414	\$27,677	\$17,214	<b>\$69,306</b>					
ENTE	228650	ENTE Online Degree Prog GR	\$2,850	\$2,850	\$1,500	<b>\$7,201</b>					
CJ	228300	CJ Online Degree Prog Fees GR	\$28,202	\$25,352	\$16,501	<b>\$70,056</b>					
ENLA	228250	English Online Program Fee GR	\$450	\$0	\$450	<b>\$900</b>					
FNRT	228710	Online Master of Music Prog Fee GR	\$1,950	\$0	\$1,350	<b>\$3,300</b>					
CII	227300	Allocated CII Program Support GR	\$104,870	\$113,389	\$70,913	<b>\$289,171</b>					
VPAA	228000	Allocated Program Support for Online GR	\$78,660	\$85,050	\$53,190	<b>\$216,900</b>					
<b>total online fee revenue for graduate program</b>			<b>\$314,640</b>	<b>\$340,200</b>	<b>\$212,760</b>	<b>\$867,600</b>	<b>8,028</b>	<b>8,513</b>	<b>6,136</b>	<b>22,677</b>	<b>\$ 44.00</b>

\*University Services Fee increase of \$44.00/SCH for Graduates to collapse online will be revenue neutral to the University

\*\*University Services Fee increase includes an adjustment for set asides

**Fall 2013 SCH by Classification**

Classification	SCH
FR	32,089
SO	24,907
JR	27,661
SR	32,594
PB	1,234
GR	7,583
DR	445

**TOTAL**

**126,513**

IRE - Certified CBM Data  
09/27/2015

**Spring 2014 SCH by Classification**

Classification	SCH
FR	21,307
SO	23,939
JR	29,265
SR	35,210
PB	1,480
GR	8,061
DR	452

**TOTAL**

**119,714**

IRE - Certified CBM Data  
09/27/2015

**Summer 2014 SCH by Classification**

Classification	SCH
FR	2,220
SO	2,875
JR	6,844
SR	13,822
PB	685
GR	5,558
DR	578

**TOTAL**

**32,582**

IRE - Certified CBM Data  
09/27/2015

Request for Increased Fee  
**TARLETON STATE UNIVERSITY**  
Undergraduate Application Fee (Freshmen, Transfers, Readmits, and Transients)  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Tarleton's application fee has been \$30 since Spring 2008. Since Spring 2008, Tarleton has experienced nearly 60% growth in enrollment, and applications have increased from 5,853 in Fall 2008 to 12,423 in Fall 2015 (a 112% increase). In recent years, the number of applications that universities receive has increased substantially due to students applying to multiple universities. Tarleton's staffing in the admissions area has not kept pace with enrollment growth. Additionally, the College Board announced that it will be doubling (from 2 to 4) the number of fee waivers provided to test takers. Shortly after the 2008 fee increase, Tarleton approved the acceptance of fee waivers in March 2010 and began granting waivers in Summer 2010. From Fall 2014 through Summer 2015, undergraduate admissions granted over \$90,000 in fee waivers. An increase in the application fee is necessary to provide for sufficient staffing and operating funds to effectively and efficiently process the increased number of applications moving forward to 2020.

The University proposes an increase in the undergraduate application fee to \$45. This will bring Tarleton closer to the median application fee for public 4-year universities in Texas. The proposed increase would allow Tarleton admissions to add key staff positions and student worker assistance to better serve students and process applications, in keeping with the university's vision of becoming the premier student-focused university in the state of Texas, and is in line with our strategic goal of providing exemplary service to our students.

Tarleton's strategic enrollment plan calls for an increase in enrollment of 25% by 2020 (15,000 students). This target, along with conversion rates from application to enrollment that are decreasing at Tarleton as well as across the state and country, suggests that Tarleton must be prepared to process a significantly increased application pool over the next 5 years.

II. Public hearing and/or student referendum requirements

No student hearing or referendum is required for this fee.

III. Budget impact if request is not approved

Tarleton is challenged to process the more than 15,000 applications that we receive at the undergraduate level with current staffing and operating funds. As the University grows, we project that we will process an additional 50% more applications in the future. The admissions staff will be unable to sustain the level of service to meet the increasing demand with the current funding level.

IV. Justification for ending balance

No significant ending balance anticipated.

V. Additional information

Request for Increased Student Fee  
**TARLETON STATE UNIVERSITY**  
 Undergraduate Application Fee

Current Fee:       \$30.00   for Fall and Spring  
                         \$30.00   for Summer  
 Proposed Fee:     \$45.00   for Fall and Spring  
                         \$45.00   for Summer  
 Basis:             applicant (sch, sem, student, etc.)

Number of Students Affected:                  10,428          (Fall 2014, Spring 2015, Summer 2015 )

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Current Fee	312,865	312,865	156,432	469,297
Total Revenues	312,865	312,865	156,432	469,297
Expenses				
Salaries & Wages	157,185	157,185	78,592	235,777
Fringe Benefits	57,149	57,149	28,574	85,723
Departmental Operations	78,985	98,531	49,266	147,797
Total Expenses	293,319	312,865	156,432	469,297
Increase/Decrease in Balance				
Revenues less Expenses	19,546	0	0	0
ENDING BALANCE	19,546	0	0	0

Request for Increased Fee  
**TARLETON STATE UNIVERSITY**  
Graduate Application Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Tarleton's application fee has been \$30 since Spring 2008. During that time, Tarleton has experienced nearly 36% growth in graduate enrollment (enrollment numbers corrected to account for Tarleton Central Texas students). In recent years, the number of applications that universities receive has increased substantially due to students applying to multiple universities. Tarleton's staffing in the graduate admissions area has not kept pace with enrollment growth. Graduate admissions is managed by the College of Graduate Studies and is completely separate from undergraduate admissions. An increase in the application fee will provide for sufficient staffing and operations to effectively and efficiently process the increased number of applications moving forward to 2020.

The University proposes an increase in the application fee to \$45. This increase will bring Tarleton closer to the median application fee for public 4-year universities in Texas. The proposed increase will allow Tarleton graduate admissions to add key staff positions to better serve students and process applications, in keeping with the university's vision of becoming the premier student-focused university in the state of Texas, and is in line with our strategic goal of providing exemplary service to our students.

Tarleton's strategic enrollment plan calls for an increase in enrollment of 25% by 2020 (15,000 students). This target, along with conversion rates from application to enrollment that are decreasing at Tarleton, as they are across the state and country, suggests that Tarleton must be prepared to process a significantly increasing application pool over the next 5 years.

II. Public hearing and/or student referendum requirements

No public hearing or student referendum is required for this fee increase.

III. Budget impact if request is not approved

Tarleton's College of Graduate Studies is challenged to process more than 1,500 graduate applications annually with current staffing and operating funds. As the University grows, we project that we will process an additional 50% more applications in the coming years. The admissions staff will be unable to sustain the level of service to meet the increasing demand with the current funding level.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**TARLETON STATE UNIVERSITY**  
 Graduate Application Fee

Current Fee:    \$30.00    for Fall and Spring  
                      \$30.00    for Summer  
 Proposed Fee:   \$45.00    for Fall and Spring  
                      \$45.00    for Summer  
 Basis:            applicant    (sch, sem, student, etc.)

Number of Students Affected:            1,664    (Fall 2014, Spring 2015, Summer 2015 )

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated				
Revenues				
Current Fee	49,920	49,920	24,960	74,880
Total Revenues	49,920	49,920	24,960	74,880
Expenses				
Salaries & Wages	14,400	14,400	14,400	28,800
Fringe Benefits	4,500	4,500	4,500	9,000
Departmental Operations	30,000	30,000	5,000	35,000
Other Operating	1,020	1,020	1,060	2,080
Total Expenses	49,920	49,920	24,960	74,880
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0	0	0

Request for New Student Fee  
**TARLETON STATE UNIVERSITY**  
NCELP Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

Tarleton State University's College of Education began the New Century Educational Leadership Program (NCELP): An Alternative Principal Certification Program, in 1995, as a means to accelerate student progress towards earning a master's degree with principal certification. While students in this program complete identical coursework to those enrolled in our traditional master's program, with principal certification, students in NCELP are provided focused workshops, trainings, guest lectures, certification test preparation, books and manuals as well as registration for conferences related to instructional leadership. Students in this program complete these activities as a cohort in a mandatory 18 month program, and the proposed fee provides for all student costs related to the items and activities listed above.

II. Public hearing and/or student referendum requirements

Public hearings will be conducted in November at a date, time, and location to be determined.

III. Budget impact if fee request is not approved

The \$2,000 fee for NCELP is integral to its operation as an accelerated cohort principal certification program. As fees are used to prearrange workshops, trainings, and conferences, there is no foreseeable way to guarantee student participation in these activities short of collecting the fee and subsequently using these funds to provide the opportunity. Likewise, to ensure that the accelerated students are successful on the principal certification exam, the fee provides for study and remedial workshops for enrolled students. Without these sessions, our scores would likely suffer, resulting in alerts from TEA.

IV. Justification for ending balance

No significant ending balances are anticipated.

V. Additional information

The \$2,000 fee for NCELP is collected in three installments to allow students to manage the expense. These installments also allow the funds to be budgeted and allocated to each program offering in a strategic manner:

<b>Payment #</b>	<b>Month Collected</b>	<b>Fee amount</b>
1	November 1	\$750
2	April 1	\$750
3	September 30	\$500

Request for New Student Fee  
**TARLETON STATE UNIVERSITY**  
 NCELP Program Fee

Proposed Fee:     \$2,000.00 for Fall and Spring  
                           \$2,000.00 for Summer  
 Basis:               student (sch, sem, student, etc.)

Number of Students Affected:     12  
 Projected Student Enrollment:     12  
 Projected Semester Credit Hours:             

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	24,000
Total Revenues	24,000
Expenses	
Departmental Operations	24,000
Total Expenses	24,000
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for New Student Fee  
**TARLETON STATE UNIVERSITY**  
Superintendent Certification Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

Tarleton State University's College of Education offers the Superintendent Certification Program to provide specialized instruction for students in Educational Leadership & Policy Studies who wish to be district level administrators

Initially the program was established as a single payment of \$5,000 per student, to cover their tuition and fees for all five of the required courses. However, beginning in spring of 2015, the program began charging students their usual tuition and fees for each course through Texan Bill Pay with an additional one-time program fee of \$1,500 to the EDLPS department to fund the presenters, meeting rooms, materials, honorariums, travel, etc. related to the program and its operation which are not covered by the usual tuition and fees.

Program presenters are paid \$2,500 per course; hotel meeting room fees vary, and the students in this program regularly travel to Dallas or Austin for each trip, resulting in a cost of approximately \$500 - \$600 per student per course. Additionally, students in this program are evaluated using the D.I.S.C. in the Leadership and HR courses; student fees provide for the use of this instrument.

II. Public hearing and/or student referendum requirements

Public hearings will be conducted in November at a date, time, and location to be determined.

III. Budget impact if fee request is not approved

The \$1,500 fee for superintendent certification program is integral to its operation as an administrator certification program. As fees are used to prearrange workshops, trainings, and conferences, there is no foreseeable way to guarantee student participation in these activities short of collecting the fee and subsequently using these funds to provide the opportunity. Likewise, to ensure that these students, who are also typically enrolled in our doctoral program, are successful on the superintendent certification exam, the fee provides for study and remedial workshops for enrolled students. Without these sessions, our scores would likely suffer, resulting in alerts from TEA.

IV. Justification for ending balance

No significant ending balances are anticipated.

V. Additional information

The \$1,500 fee for the Superintendent Certification Program is collected once upon admission to the program.

Request for New Student Fee  
**TARLETON STATE UNIVERSITY**  
 Superintendent Certification Program Fee

Proposed Fee: \$1,500.00 for Fall and Spring  
\$1,500.00 for Summer  
 Basis: student (sch, sem, student, etc.)

Number of Students Affected: 20  
 Projected Student Enrollment: 20  
 Projected Semester Credit Hours:           

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	30,000
Total Revenues	30,000
Expenses	
Departmental Operations	30,000
Total Expenses	30,000
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for Elimination of Student Fee  
**TARLETON STATE UNIVERSITY**  
Property Deposit  
Effective Fall 2016

I. Programmatic justification for elimination of deposit:

All Tarleton students pay a \$10 property deposit prior to their first semester. Upon graduation, students choose to have the deposit refunded to them, transferred to a department on campus, or transferred to the Tarleton Alumni Association as their first year dues. The process for dealing with deposits when students graduate is manual and utilizes a significant number of man hours. In addition, unclaimed deposits remain on the university's books and are processed through the State of Texas unclaimed property process after five years, which is also time-consuming. Because this process is inefficient, we are recommending elimination of the property deposit. An arrangement to assist the Alumni Association connect with graduates is currently being negotiated. No negative impact to students is anticipated.

II. Public hearing and/or student referendum requirements

No student hearing or referendum is required for this fee.

III. Budget impact if request is not approved

If the fee is not eliminated, there will be no significant budget impact, but the processing of this fee could ultimately result in the need for additional support staff in the Office of Business Services.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for Elimination of Student Fee  
**TARLETON STATE UNIVERSITY**  
Property Deposit

Current Fee: \$10.00 First semester of enrollment  
Proposed Fee: Eliminate First semester of enrollment  
Basis: student (sch, sem, student, etc.)

Number of Students Affected: 2,500

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated				
Revenues				
Current Fee (net)	10,000	10,000	(10,000)	0
Total Revenues	10,000	10,000	(10,000)	0
Expenses				
Other	10,000	10,000	(10,000)	0
Total Expenses	10,000	10,000	(10,000)	0
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0	0	0

**TEXAS A&M INTERNATIONAL UNIVERSITY**

Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
5.2	Tuition & Fee Rates		See page 5.2 for specific rates.		
5.6	Health Services Fee				
	Fall & Spring	SEM	\$41.90	\$4.15	\$46.05
	Summer	SEM	\$20.95	\$2.08	\$23.03

SCH - Semester Credit Hour

SEM - Semester

## TEXAS A&M INTERNATIONAL UNIVERSITY

Guaranteed Tuition and Fees

2.2% annual HEPI increase

### FY 2017 (Fall 2016)

<b>FY 2017 New Optional One Year Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
UG Resident Student (optional)	\$ 3,994	\$ 4,082
UG Non-Resident Student <sup>2</sup>	9,946	10,165
Graduate Resident Student	4,294	4,389
Graduate Non-Resident Student <sup>2</sup>	10,368	10,596

<b>FY 2017 Four Year Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
UG Resident Student	\$ 3,994	\$ 4,219

<sup>1</sup> Current authorized rates are based on 15 SCHs.

<sup>2</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

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### FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M INTERNATIONAL UNIVERSITY**  
Guaranteed Tuition & Fees - Designated Tuition/University Service Fee  
Effective Fall 2016

I. Programmatic Justification and proposed use of the increased fee

The proposed increase will be allocated between both Designated Tuition and University Services Fee and will cover scholarships and operational expenses for instruction, academic support, research, student services, facilities, and institutional support services including merit increases, if applicable.

II. Public hearing and/or student referendum requirements

The Student Fee Advisory Committee met during the fall semester to discuss the proposed fee increase. The committee supported the fee increase. Student hearings to review all tuition and fees will be held on October 22, 2015.

III. Budget impact if fee request not approved

Without this increase, the University will not be able to meet the growing demands for technology, library resources, scholarships and departmental operations necessary to support enrollment growth.

IV. Justification for Ending Balances

Any fund balance would be used for future operational needs.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M INTERNATIONAL UNIVERSITY**  
 Guaranteed Tuition & Fees - Designated Tuition

Current Fee:	<u>Varies</u>	for Fall and Spring
	<u>Varies</u>	for Summer
Proposed Fee:	<u>Varies</u>	for Fall and Spring
	<u>Varies</u>	for Summer
Basis:	<u>sch</u>	(sch, sem, student, etc.)

Number of Students Affected:	_____
Current Semester Credit Hours:	_____
Projected Semester Credit Hours:	63,198

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	16,718,247	16,718,247	10,000	16,728,247
Total Revenues	16,718,247	16,718,247	10,000	16,728,247
Expenses				
Salaries & Wages	5,903,635	5,903,635	0	5,903,635
Fringe Benefits	1,476,638	1,476,638	0	1,476,638
Student Support Services	317,530	317,530	0	317,530
Departmental Operations	3,912,361	3,912,361	0	3,912,361
Travel	432,233	432,233	0	432,233
Custodial Services	588,050	588,050	0	588,050
Computer Support	184,289	184,289	0	184,289
System Operations	436,298	436,298	0	436,298
Faculty Research	191,610	191,610	0	191,610
Student Scholarships	1,559,000	1,559,000	10,000	1,569,000
Student Res.-Undergrad. Assist	1,416,603	1,416,603	0	1,416,603
Physical Plant - Sinking Fund	300,000	300,000	0	300,000
Total Expenses	16,718,247	16,718,247	10,000	16,728,247
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0



Request for Increased Student Fee  
**TEXAS A&M INTERNATIONAL UNIVERSITY**  
Guaranteed Tuition & Fees - University Service Fee (USF)

Current Fee:     Varies for Fall and Spring  
                       Varies for Summer  
Proposed Fee:   Varies for Fall and Spring  
                       Varies for Summer  
Basis:             sch (sch, sem, student, etc.)

Number of Students Affected: \_\_\_\_\_  
Current Semester Credit Hours: \_\_\_\_\_  
Projected Semester Credit Hours: 63,198

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	7,851,959	7,851,959	398,269	8,250,228
Total Revenues	7,851,959	7,851,959	398,269	8,250,228
Expenses				
Salaries & Wages	2,923,329	2,923,329	51,000	2,974,329
Fringe Benefits	516,683	516,683	5,269	521,952
Departmental Operations	2,176,636	2,176,636	0	2,176,636
Equipment	1,100,142	1,100,142	0	1,100,142
Travel	65,169	65,169	0	65,169
Utilities	866,000	866,000	300,000	1,166,000
Scholarships	204,000	204,000	42,000	246,000
Total Expenses	7,851,959	7,851,959	398,269	8,250,228
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**TEXAS A&M INTERNATIONAL UNIVERSITY**  
Health Services Fee  
Effective Fall 2016

I. Programmatic Justification and proposed use of the increased fee

Texas A&M International University is requesting an increase in the Health Services Fee to cover the rising costs of providing medical services to students.

II. Public hearing and/or student referendum requirements

The Student Fee Advisory Committee met during the fall semester to discuss the proposed fee increase. The committee voiced support for the fee increase. Student hearings to review all tuition and fees changes are scheduled for October 22, 2015.

III. Budget impact if fee request not approved

If the requested increase is not approved, as the costs of providing medical services to students continue to rise, services will need to be reduced in order to remain fiscally solvent, and the increasing demand for health and counseling services will not be met.

IV. Justification for Ending Balances

No significant ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M INTERNATIONAL UNIVERSITY**  
 Health Services Fee

Current Fee:     \$41.90 for Fall and Spring  
                       \$20.95 for Summer  
 Proposed Fee:   \$46.05 for Fall and Spring  
                       \$23.03 for Summer  
 Basis:             sem (sch, sem, student, etc.)

Number of Students Affected:             6,759  
 Current Semester Credit Hours:                       
 Projected Semester Credit Hours:                   

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	498,862	498,862	21,480	520,342
Total Revenues	498,862	498,862	21,480	520,342
Expenses				
Salaries & Wages	303,645	303,645	10,000	313,645
Fringe Benefits	85,421	85,421	3,000	88,421
Departmental Operations	103,493	103,493	8,480	111,973
Travel	6,303	6,303	0	6,303
Total Expenses	498,862	498,862	21,480	520,342
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

# TEXAS A&M UNIVERSITY

## Summary of Proposed Fee Changes Effective Fall 2016

PAGE	FEE DESCRIPTION	BASIS	CURRENT	INCREASE	PROPOSED
6.2	Tuition & Fee Rates	See pages 6.2 & 6.3 for specific rates by College/Program.			
	Differential Designated Tuition				
6.6	Agriculture and Life Sciences	SEM	\$227.54	\$322.46	\$550.00
6.10	Dwight Look College of Engineering	SEM	\$824.84	\$175.16	\$1,000.00
6.13	College of Geosciences	SEM	\$107.45	\$136.94	\$244.39
6.17	Mays Business School	SEM	\$516.71	\$137.29	\$654.00
6.21	College of Science	SEM	\$106.40	\$93.60	\$200.00
6.23	Advising Fee	SEM	New		\$20.00
6.25	Geosciences On-line Petroleum Geoscience Program Fee				
	Resident				
	Master of Geology	SCH	New		\$436.00
	Master of Geophysics	SCH	New		\$436.00
	Master of Geosciences	SCH	New		\$436.00
	Non-Resident				
	Master of Geology	SCH	New		\$254.00
	Master of Geophysics	SCH	New		\$254.00
	Master of Geosciences	SCH	New		\$254.00
6.31	Mays Master of Financial Management Program Fee				
	Fall and Spring	SEM	New		\$500.00
	Summer	SEM	\$0.00		\$0.00
6.34	Mays Master of Science in Business Program Fee (for non-business majors)				
	Fall and Spring	SEM	New		\$6,000.00
	Summer	SEM	New		\$4,000.00
6.39	Master of Science in Analytics Program Fee	YEAR	\$25,000.00	(\$25,000.00)	\$0.00
		SEM	New		\$10,000.00
	<b>* Fee was previously charged by year (\$25,000/year). Effective Fall 2016, fee will be charged at a rate of \$10,000/semester (a total of five semesters). No change in total charges to the student.</b>				
6.40	Enrollment Deposit - Master of Science in Business	ACCEPTANCE	New		\$500.00
6.42	Mays MS Program Fee (Master of Science)				
	Fall and Spring	SEM	\$2,000.00	\$200.00	\$2,200.00
	Summer	SEM	\$200.00	\$0.00	\$200.00
6.45	Mays Full Time MBA Program Fee				
	Fall and Spring	SEM	\$8,000.00	\$0.00	\$8,000.00
	Summer	SEM	\$0.00	\$0.00	\$0.00
	<b>*Requesting approval for annual flexibility to determine Mays MBA Program Fee based on program costs and demand for the program with any increase limited to no more than 75% of the average current cost of attending Rice, Texas, SMU, and TCU MBA programs during that year. No increase is expected for FY 2017 (Fall 2016).</b>				

SCH - Semester Credit Hour

SEM - Semester

**TEXAS A&M UNIVERSITY**  
Undergraduate Resident & Non-Resident Tuition and Fees  
2.2% Annual HEPI Increase

**FY 2017 (Fall 2016)**

<b>FY 2017 New Optional One Year Rate by College/Program - Resident Freshmen Cohort</b>	<b>Current Rates<sup>2</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
Agriculture	\$ 4,941	\$ 5,368
Architecture	5,472	5,593
Business	5,231	5,472
Education	5,054	5,165
Engineering <sup>3</sup>	5,539	5,818
General Studies	4,714	4,818
Geosciences	4,821	5,062
Liberal Arts	4,803	4,909
Science	4,820	5,018
Vet Med	4,833	4,939

<b>FY 2017 Guaranteed Tuition &amp; Fee Rate by College/Program - Resident Freshmen Cohort</b>	<b>Current Rates<sup>2</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
Agriculture	\$ 4,941	\$ 5,529
Architecture	5,472	5,780
Business	5,231	5,633
Education	5,054	5,338
Engineering <sup>3</sup>	5,539	5,979
General Studies	4,714	4,979
Geosciences	4,821	5,223
Liberal Arts	4,803	5,073
Science	4,820	5,179
Vet Med	4,833	5,105

<b>FY 2017 New Optional One Year Rate by College/Program - Non-Resident Freshmen Cohort<sup>4</sup></b>	<b>Current Rates<sup>2</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
Agriculture	\$ 14,238	\$ 14,868
Architecture	14,769	15,094
Business	14,527	14,972
Education	14,350	14,666
Engineering <sup>3</sup>	14,835	15,318
General Studies	14,010	14,318
Geosciences	14,118	14,563
Liberal Arts	14,100	14,410
Science	14,117	14,518
Vet Med	14,129	14,440

<b>FY 2017 Guaranteed Tuition &amp; Fee Rate by College/Program - Non-Resident Freshmen Cohort<sup>4</sup></b>	<b>Current Rates<sup>2</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
Agriculture	\$ 14,238	\$ 15,348
Architecture	14,769	15,599
Business	14,527	15,452
Education	14,350	15,157
Engineering <sup>3</sup>	14,835	15,798
General Studies	14,010	14,798
Geosciences	14,118	15,042
Liberal Arts	14,100	14,892
Science	14,117	14,998
Vet Med	14,129	14,924

<sup>1</sup> Proposed adjusted rates for Ag, Business, Engineering, Geosciences, & Science include the proposed increase in differential designated tuition.

<sup>2</sup> Current authorized rates are based on 12+ SCHs. Note: Student enrolled less than full-time may pay a lower rate.

<sup>3</sup> BAEN, AGSM majors are charged the same rate as Engineering students.

<sup>4</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

Note: Students enrolled less than full-time may pay a lower rate.

**FY 2018 (Fall 2017)**

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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**TEXAS A&M UNIVERSITY**  
Graduate Resident & Non-Resident Tuition and Fees  
2.2% Annual HEPI Increase

**FY 2017 (Fall 2016)**

<b>Resident Graduate Students by College/Professional Program</b>	<b>Current Rate<sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
Agriculture	\$ 3,363	\$ 3,437
Architecture	4,726	4,830
Business	3,382	3,456
Education	3,556	3,634
Engineering	3,415	3,490
George Bush School	4,568	4,669
Geosciences	3,322	3,395
Liberal Arts	3,325	3,398
Science	3,312	3,385
Vet Med	3,367	3,441
Vet Med - DVM Year 1-3	9,085	9,244
Vet Med - DVM Year 4 <sup>2</sup>	24,290	24,735

<sup>1</sup> Current and proposed rates are based on 9 SCHs. Students taking more or less than 9 SCH will pay different rates than shown.

<sup>2</sup> DVM 4th year students enroll in a standard 46 hour annual program. The annual cost is charged to the students in two equal payments.

<b>Non-Resident Graduate Students Colleges/Professional Programs<sup>3</sup></b>	<b>Current Rate<sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate<sup>1</sup></b>
Agriculture	\$ 6,936	\$ 7,089
Architecture	8,299	8,482
Business	6,955	7,108
Education	7,129	7,286
Engineering	6,988	7,142
George Bush School	8,141	8,320
Geosciences	6,894	7,046
Liberal Arts	6,897	7,049
Science	6,885	7,037
Vet Med	6,940	7,093
Vet Med - DVM Year 1-3	14,548	14,786
Vet Med - DVM Year 4 <sup>2</sup>	35,412	36,258

<sup>1</sup> Current and proposed rates are based on 9 SCHs. Students taking more or less than 9 SCH will pay different rates than shown.

<sup>2</sup> DVM 4th year students enroll in a standard 46 hour annual program. The annual cost is charged to the students in two equal payments.

<sup>3</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

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**FY 2018 (Fall 2017)**

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Tuition & Fee Plans - Designated Tuition  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M proposes an increase of 2.2%. Different colleges have different costs; the increase will vary depending upon the student's major field of study. This increase only impacts new undergraduate students either transferring or enrolling for the first time, any undergraduate students not completing their program within the specified timeframe and all graduate students. This proposal does not impact any currently enrolled undergraduate students who have not exceeded the specified timeframe of the degree program.

The increased revenue will be used to continue to improve our ability to graduate students on a timely basis, provide students with more intimate learning opportunities through smaller classes, and provide students with the opportunity for transformational learning experiences during their studies. Some examples of investments that are contemplated under this increase include:

- Hiring additional faculty
- Hiring additional academic and career advisors
- Providing increased opportunities for internship, study abroad, and other transformational learning experiences
- Enhancing classrooms and classroom technology
- Addressing inflationary costs associated with library subscriptions
- Providing increased financial assistance as required by state statute

II. Public hearing and/or student referendum requirements

Public hearings will be held October 26 and 27 at Texas A&M College Station.

III. Budget impact if fee request is not approved

If the proposed fee request is not approved, inflationary costs will be addressed through reduction in services or internal funding reallocations.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Per section 54.051(d) of the Texas Education code, non-resident rates are contingent on state-mandated statutory tuition rates calculated by the Texas Higher Education Coordinating Board (THECB) for non-resident students enrolled in Texas public universities.

Request for Decreased Student Fee  
**TEXAS A&M UNIVERSITY**  
Tuition & Fee Plans - Designated Tuition

Current Fee: varies for Fall and Spring  
           for Summer  
Proposed Fee: varies for Fall and Spring  
           for Summer  
Basis:            (sch, sem, student, etc.)

Number of Students Affected: 22,076  
Current Semester Credit Hours:             
Projected Semester Credit Hours: 501,514

	FY 2016 Budget	FY 2017 Budget without Increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	(0)		(0)
Revenues				
Fees	229,753,882	229,753,882	4,251,610	234,005,492
Exemptions and Waivers	(15,517,482)	(15,517,482)	(425,161)	(15,942,643)
Total Revenues	214,236,400	214,236,400	3,826,449	218,062,849
Expenses				
Salaries & Wages	44,839,679	44,839,679	2,000,000	46,839,679
Fringe Benefits	10,519,007	10,519,007	500,000	11,019,007
Departmental Operations	50,693,235	50,693,235	906,449	51,599,684
Equipment	14,246,721	14,246,721	0	14,246,721
Scholarships	71,083,638	71,083,638	420,000	71,503,638
Retirement of debt	13,712,473	13,712,473	0	13,712,473
Capital	9,141,648	9,141,648	0	9,141,648
Total Expenses	214,236,400	214,236,400	3,826,449	218,062,849
Increase/Decrease in Balance Revenues less Expenses	(0)	(0)	0	(0)
ENDING BALANCE	(0)	(1)		(1)



Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Differential Designated Tuition - College of Agriculture and Life Sciences  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The College of Agriculture and Life Sciences is the largest agriculture and natural resource based college in the country. Our College is serving the state and the nation by educating future leaders in agriculture, natural resources, tourism and biomedical sciences. These industries are major economic drivers in the state. The Department of Agriculture reports that food and fiber systems of agriculture have a \$100 billion impact on Texas. Tourism in Texas is a \$57 billion industry. One only needs to consider the importance of access to - and impact on - water and land for activities like petroleum production or real estate development to estimate the tremendous economic impact of our natural resources.

The population of the world is increasing rapidly and is expected to grow from 7 to 9 billion people by the year 2050. This increase in people, coupled with a simultaneous increase in the purchasing power of the developing economies of the world, will translate into a 70% increase in the demand for food over the next 35 years. This will need to be accomplished with no additional land or water. It has been suggested that food and water may become one of our civilizations most limiting resources. It is clear to see that our College has an increasingly pivotal role in the future of Texas and the world.

USDA and the US Department of Labor Statistics project that we will need 58,000 additional graduates to fill the needs of these industries in the next five years. The College of Agriculture and Life Sciences is providing more graduates for these positions than any other college in the US but the sustainability of our ability to do so is in jeopardy. Our College has about 8,000 students, of which 6,500 are undergraduates, and we produce about 1,800 bachelor's degree recipients each year. These Aggies are highly recruited by industry and frequently rise to the highest level of corporate management. We have 300 tenured/tenure-track faculty members and an additional 100 non-tenure track faculty. While the College has made tremendous strides in advancing its reputation, it is imperative that we obtain resource parity with our peers in order to maintain and sustain academic quality levels.

We consider our College's peers to be the land grant members of the AAU. A survey of their tuition (both base tuition and differential charged to students in their colleges of agriculture) shows that the Texas A&M College of Agriculture and Life Sciences is third from the lowest. The highest is Cornell at \$32,976 and the lowest is the University of Florida at \$6,310. The proposed increase will position us at the average of these institutions.

The College of Agriculture and Life Sciences Strategic Plan reinforces the central theme of Vision 2020 to create a culture of excellence. Our College and this proposal are aligned with four specific imperatives: Imperative #1, Elevate of Faculty; Imperative #3, Enhance the Undergraduate Academic Experience; Imperative #11, Attain Resource Parity with the Best Public Universities; and Imperative #12 Meet Our Commitment to Texas.

## Challenges:

Since 2010, the College of Agriculture and Life Sciences has increased its undergraduate enrollment by 22%, almost 1,200 students, as it strives to serve the employment needs of its industries. This growth, combined with the increasingly technical nature of our curricula, has created a lack of sufficient resources and poses a serious challenge to our ability to provide a high-quality education. Our College is 12<sup>th</sup> among peer colleges of agriculture at land grant universities in the US News and World Report ranking and 9<sup>th</sup> among US schools in the QS ranking. The US News ranking is new but shows us below potential. The QS ranking is actually down from #4 in 2014. While our College is still highly ranked, this recent evidence suggests that our growth and the need to keep pace with advancing technology may be limiting the quality of education we can provide students.

Our College has the second most number of STEM students and degrees awarded of all the colleges on the TAMU campus according to NSF classifications. STEM curricula are inherently expensive due to the equipment, supplies and chemicals needed for these subjects. Furthermore, our College has a highly experiential curriculum with laboratories, field studies, and capstone projects being required throughout our courses. Our students completed 2,183 study abroad, undergraduate research or internship experiences last year alone, more than the 1,800 degrees awarded last year and 51% more than in 2011. All of our students are expected to participate in such a high impact experience. The College must have sufficient resources to provide adequate laboratory facilities to our students, maintain state of the art technology, achieve a reasonable student to faculty ratio for effective education, and retain the best of our faculty.

Some of the specific challenges are:

- The increasing enrollment in many of our classes is contrary to providing the best education with faculty interaction. The size of these classes is also exceeding the capacity and availability of many of our classrooms, particularly laboratory classes. In particular, the larger classrooms where these courses are taught are in limited scheduling supply. We propose to hire more faculty and teaching assistants to increase the availability of these courses in smaller sections, which will have more faculty contact and more scheduling flexibility in smaller rooms.
- Technologies are changing at unprecedented levels. To provide a relevant education and prepare students for entry into the workforce, it is imperative that our equipment and laboratories keep pace with these advancing technologies.
- Our curriculum is heavily based in the use of animals and plants. The facilities and supplies needed to maintain these living systems are extremely expensive to do on the scale needed to service our large student body and expansive curricula. Animal and plant housing, feed, plant potting materials, utilities, medical care and labor are among the many needs. These plant and animal technologies are increasing in their expense as the industries advance and our curricula incorporate the latest facilities, equipment, concepts and practices.
- The hiring of new faculty, growth in student enrollment, advancing technologies and increased undergraduate student research activities have made the need for quality space essential. It is imperative that the College have the resources to maintain and upgrade classroom and laboratory infrastructure in order to provide a quality educational experience for our students.

- Recruitment of underrepresented minority students is a challenge. Our undergraduate underrepresented minority enrollment has increased from 17% in fall 2010 to 23% in fall 2015. While we lead our national peers in this measure, we are well behind the population demographic of Texas and need to do more to meet the need for future leaders of society. In order to attract these students, we must be able to compete with other schools with regard to financial aid packages, facilities and equipment.

In order to provide and maintain a quality educational experience for our undergraduate students, the College of Agriculture and Life Sciences proposes to increase its differential tuition to its undergraduate students. Differential tuition will not only allow us to enhance the quality, success and reputation of our graduates, it will also be an important step in achieving resource parity with our peers.

Revenue from differential tuition in the College of Agriculture and Life Sciences will be utilized in the following manner:

- Per university requirement, 20% of the revenue generated through differential tuition will be used for scholarships. We propose to use these funds for need-based financial aid and scholarships for targeted students including underrepresented minority students, National Merit, National Hispanic, and National Achievement scholars;
- Upgrade and enrich undergraduate teaching laboratories, including plant and animal facilities, studio facilities and teaching field laboratory locations;
- Increase access to and enrich targeted undergraduate programs (honors, certificate programs, study abroad, and research experiences for undergraduate students);
- Hire additional instructors to increase course access, reduce time to degree and reduce student:faculty ratios;
- Faculty retention and professional development to make sure our students are educated by the best faculty possible.

## II. Public hearing and/or student referendum requirements

Dean Hussey will be convening several meetings with students. The College of Agriculture and Life Sciences (COALS) Council is the main college-wide student organization with representation from all departments. An open forum hosted by this Council is advertised and open to all students. There are also student organizations in many of our fourteen departments who are being engaged for input. All meetings are being held prior to the Dean's meeting with Tuition Policy Advisory Council (TPAC). The COALS Council has been asked to gather the input and submit to the Dean.

## III. Budget impact if fee request is not approved

The proposed differential tuition is revenue and cost neutral (costs equal revenues). If differential tuition is not approved, the College of Agriculture and Life Sciences will not be able to sustain a quality undergraduate program to meet the needs of our State.

## IV. Justification for ending balance

No significant ending balance is anticipated.

## V. Additional information

## Differential Designated Tuition - College of Agriculture and Life Sciences

Number of Students Affected:	<u>1,000</u>
Current Semester Credit Hours:	<u>24,000</u>
Projected Semester Credit Hours:	24,960

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees (net of set-asides)	1,980,548	1,980,548	548,182	2,528,730
Total Revenues	1,980,548	1,980,548	548,182	2,528,730
Expenses				
Salaries & Wages	1,305,307	1,305,307	0	1,305,307
Fringe Benefits	115,596	115,596	0	115,596
Departmental Operations	493,594	493,594	0	493,594
Equipment	66,051	66,051	0	66,051
Teaching facilities upgrades	0	0	201,500	201,500
Enrich targeted programs	0	0	46,500	46,500
Additional instructors-salaries	0	0	195,969	195,969
Additional instructors-fringe	0	0	42,213	42,213
Faculty retention-salaries	0	0	25,482	25,482
Faculty retention-fringe	0	0	5,518	5,518
Faculty development	0	0	31,000	31,000
Total Expenses	1,980,548	1,980,548	548,182	2,528,730
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Differential Designated Tuition – Dwight Look College of Engineering  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The increase in differential tuition revenues will be used to fund 20 additional professors of practice (PoP); to establish an Engineering Career Center in the Engineering Education Complex (EEC); and to provide innovative technologies for the student learning centers, design studios, and common undergraduate laboratories in the EEC. The proposed plan will use 55% of the increased revenue toward hiring highly experienced PoPs; 25% of the increased revenues toward supporting innovative educational technology for laboratories, learning centers, and design studios; and the remaining 20% to support the planned Engineering Career Center. The proposed increase in differential tuition will directly benefit undergraduate students. The addition of 20 PoPs will allow the college to recruit individuals who not only teach, but bring their vast industrial or government experience into the classroom to inspire students, positively impacting retention, time to graduation, and career placement. The additional resources will help the college to recruit senior individuals from industry and government with competitive compensation packages. The college has been successful in recruiting former chief engineers of NASA, vice presidents of companies, technologists and astronauts. The funds set aside for technology support of learning and laboratory facilities within the EEC will enable the college to procure and maintain state of the art hardware (e.g. interactive monitors, 3-D printers, video walls, numerically controlled milling and turning machines, and scene lighting) and software (e.g. laboratory virtualization, video capturing and storage, scheduling, licenses for the Bring Your Own Device Program, and laboratory specific licenses). The college plans to support a minimum of two full time technicians to manage the technology in the EEC. One critical concern of students is job placement. In addition, it is clear that an internship greatly enhances a student's prospects of securing a permanent job. The dedicated career center for engineering students will focus on assisting students in finding internships and jobs after graduation. The initial plan is to have five professionals in the career center and to fully coordinate with the Texas A&M Career Center.

II. Public hearing and/or student referendum requirements

A student hearing will be held on October 19 to discuss the proposed increase.

III. Budget impact if fee request is not approved.

Growth in the college will be supported through “growth funds” distributed by the provost's office. However, in addition to growth funds, the college needs additional differential tuition funds to provide transformational educational experience for the students. Such transformational experiences include classes taught by highly experienced industry and government personnel, state of the art hardware and software, and digital based assistance for advising. Failure to secure an increase in differential tuition funds will adversely impact the quality of educational experience of our students.

IV. Justification for ending balance.

Engineering has been using all of the differential tuition dollars each year. Any small ending balance is due to a year end true up processed by the University on the last day of August.

V. Additional information.

Below is a peer comparison.

<b>Differential Tuition Comparison - Engineering</b>		
<b>Peer Institutions</b>		
<b>Institution</b>	<b>Rate</b>	<b>Notes</b>
Purdue University	\$1,025	per semester
Georgia Tech	\$1,407*	per semester - upper level only
Pennsylvania State University	\$1,503	per semester -upper level only
University of Illinois, Urbana-Champaign	\$1,038	per semester -upper level only
<b>Texas A&amp;M University - Proposed</b>	<b>\$1,000</b>	<b>per semester for fall and spring only</b>
		*based of 15 credit hours

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**

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for Summer

for Summer

Basis: sem (sch, sem, student, etc.)

Current Semester Credit Hours: 79,378

Current Semester Credit Hours: 79,378

Projected Semester Credit Hours:	97,266
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	FY 2016 Budget	FY 2017 Budget without Increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	13,603,659	14,568,392	1,113,965	15,682,357
Total Revenues	13,603,659	14,568,392	1,113,965	15,682,357
Expenses				
Salaries & Wages	6,897,055	7,386,174	477,890	7,864,064
Fringe Benefits	1,945,323	2,083,280	134,791	2,218,071
Maintenance/Equipment	4,761,281	5,098,938	0	5,098,938
Design Studios/Learning Ctrs	0	0	278,491	278,491
EN Career Center	0	0	222,793	222,793
Total Expenses	13,603,659	14,568,392	1,113,965	15,682,357
Increase/Decrease in Balance				
Revenues less Expenses	0	(0)	(0)	(0)
ENDING BALANCE	0	0		(0)

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Differential Designated Tuition – College of Geosciences (Undergraduate)  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

We propose to increase the current rate of \$107.45/term to \$244.39/term for students taking 12 or more SCH beginning with academic year 2016-2017. Differential tuition is charged only in the fall and spring terms, and is prorated for students taking less than 12 hours. The annual net revenue increase of \$72,556 in 2016-2017 will be invested as shown in Table 1 below. A comparison to other Geoscience schools is shown in Table 2.

A. Justification:

Field experiences for undergraduate majors in the College of Geosciences, whether they take place in Texas, the western United States, abroad or at sea, are an essential element of a high quality education in the Geosciences. In the field, students reinforce their classroom learning and emulate the activities of professional geoscientists by conducting all aspects of a project. These include planning, collecting, analyzing and interpreting data, incorporating background and supplemental data, and producing oral and written reports of results. The projects also stimulate deeper interest in the subject matter as well as complex reasoning skills, and are structured to develop strong teamwork and communication skills among students. Prospective employers expect Texas A&M Geosciences students to graduate with these skills and knowledge.

Since 2012, the College of Geosciences has seen significant growth in both undergraduate enrollment and in student demand for and participation in high impact field experiences, including study abroad. For example, the college's enrollment in study abroad experiences has increased 76% over the last 3 academic years and in 2015 the college posted the largest increase (38%) in study abroad at Texas A&M University. Further, the number of undergraduate majors has increased by 49% in the same time period, while faculty numbers have remained flat.

To support this growth and a high quality education, faculty have proactively taken steps to permanently integrate more field experiences into both lower- and upper-division coursework for all undergraduate majors. Examples of field experiences include shipboard measurements in the Gulf of Mexico, hydrologic measurements in the rainforests of Costa Rica, launching of tethered sondes to forecast storm activity and mapping the geology of the western United States.

Field experiences are fundamental to the intellectual development of geoscientists with marketable skills, but they require smaller class sizes (and therefore greater faculty staffing) as well as significant travel and equipment expenses. The increase in differential tuition proposed here will ensure that the college can overcome the instructional challenges that the combination of rapid growth in the number of majors and increasing demand for study abroad and field experiences present and ensure that all students majoring in the college have an opportunity to participate in transformational field experiences that are safe and effective.



## B. Proposed Use

Table 1 - Additional Annual Needs (Based on net revenue after 15% set-aside)

1. Field experiences (Faculty support)	\$ 40,134
2. Field experiences (Graduate Teaching Assistants)	\$ 23,450
3. Operational Costs (Expendables and Ship Time)	\$ 8,972
Total	\$ 72,556

### Details:

1. Salary support for faculty leading field and study abroad programs for majors to allow:
  - a. GEOG and GIST majors participating in a common field experience in the first year at Texas A&M University along the Texas Coast, mountains of Colorado and Costa Rica
  - b. ATMO majors participating in the Student Operational Aggie Doppler Radar Project (SOAP) program each year
  - c. Students completing an OCNG minor to gain scientific cruise experience in the Gulf of Mexico throughout their time in College Station
  - d. GEOL/GEOP students to participate in field experiences in each of year of the program
  - e. ENGS and ENST students will be able to participate in any of the field and study abroad programs listed above
2. Salary support for Graduate Teaching Assistants to support faculty in leading the above field and study experiences for majors as well as increasing the instructor to student ratio to ensure program effectiveness and safety. Additional Graduate Teaching Support is also required to help cover the common freshman and capstone courses.
3. Operational costs to support the field and study abroad programs listed above including:
  - a. Travel costs for faculty and graduate students to lead the field and study abroad programs in GEOG at no additional cost to the students
  - b. Expendable field supplies for the SOAP program including weather balloons and helium
  - c. Professionalization course for ENST and ENGS students involving former students who would provide advice on careers, networking, in addition to professionalization experiences for ENGS and ENST students in their capstone experience
  - d. Ship time for the OCNG students to gain scientific cruise experience

## II. Public hearing and/or student referendum requirements

At the appropriate time, the College of Geosciences will make presentations to the college's student councils. An email will then be sent to all Geosciences students providing summary information about the change proposal and announcing a general student hearing. A website reference will be included in the email to provide more detailed information about the proposed changes to the assessment model and associated justifications. Additionally, the proposal will be shared with the Executive Committee of the college's student council. Announcements about the student hearing will be made throughout the Geosciences academic buildings on display monitors and bulletins in advance of the hearing date.

### III. Budget impact if fee request is not approved

Without an increase, the College of Geosciences will not be able to offer as many high impact field and study abroad experiences and will lag behind other geoscience programs in the State of Texas and nationally with respect to field experiences for our students that industry has come to expect and require of graduates.

In order to stay competitive Geosciences must provide additional high-impact programs demanded by high-achieving students and offered in other top geosciences schools. Geosciences programs nation-wide are changing and improving at a rapid pace. Without additional revenues Geosciences will be unable to innovate and generate premier graduates with the field experiences required for industry careers.

### IV. Justification for ending balance

Current balances are set aside for salary increase for faculty and staff funded on DT. Any new salaries funded by an increase will also require a reasonable reserve. There will also be a reserve created for facility enhancements and equipment purchases since the timing of these expenditures cannot be easily predicted and several terms may be required to accumulate funding to purchase costly field and laboratory equipment. Otherwise, no ending balances are expected.

### V. Additional information

Table 2 compares Geosciences proposed total fees and tuition to other public top-tier geosciences school costs as of 2015-2016 academic year. Some of these schools may have additional college specific fees unavailable on their websites. Even with an increase in tuition, Geosciences is still the lowest cost geosciences or earth sciences school in the sample.

Table 2 – Annual Differential and Total Tuition and Fee Comparison

University	TAMU Geosciences DT	Total Tuition and Fee Cost
Oregon State		10,008
Penn State		17,514
Oklahoma		11,158
South Carolina		11,482
Arizona State		10,478
UT Austin		10,884
Geosciences - Proposed	489	9,675
Average w/o Geosciences		11,921
Median w/o Geosciences		11,021

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
College of Geosciences Differential Tuition (Undergraduate)

Current Fee: \$107.45 for Fall and Spring

for Summer

Proposed Fee: \$244.39 for Fall and Spring

for Summer

Basis: sem (sch, sem, student, etc.)

Number of Students Affected: 327

Current Semester Credit Hours: 3,920

Projected Semester Credit Hours: 3,920

	Estimated FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Fees	156,615	195,554	72,556	268,110
Total Revenues	156,615	195,554	72,556	268,110
Expenses				
Salaries & Wages	46,985	58,666	51,993	110,659
Fringe Benefits	12,686	15,840	11,591	27,431
Departmental Operations	54,815	68,444	0	68,444
Maintenance/Equipment	42,129	52,604	0	52,604
Field Expendables	0	0	6,611	6,611
Shiptime and Travel Costs	0	0	2,361	2,361
Total Expenses	156,615	195,554	72,556	268,110
Increase/Decrease in Balance				
Revenues less Expenses	0	(0)	0	(0)
ENDING BALANCE	0	0	0	0

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School Differential Tuition (Undergraduate)  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

We propose to increase the current rate of \$516.50/term to \$654.00/term for students taking 12 or more SCH. Differential tuition is charged only in the fall and spring terms, and is prorated for students taking less than 12 hours. The annual net revenue increase of \$1,051,875 will be invested as shown in Table 1. A comparison to other top-tier public business schools is shown in Table 2.

Since 2013, Mays class sizes have stabilized at an average of about 34 for the upper division electives, but there are large variations across departments. Our two most popular majors, accounting and finance, are at 40 and 53, respectively, far above our target of 33. Their combined section enrollment accounts for almost half the total upper-division majors' courses.

The average size of our required business core courses is near an all-time high of 124; in contrast, our peer/aspirant benchmark group is 59. Mays currently has the largest student/faculty ratio (49.8) of any college in the university; the university average is 36.9. The average student/faculty ratio of our benchmark group is 22, UT Austin is 19. We also have the largest SCH/FTE in the university at 587 (Source: STAR Report Fall 2014).

*These metrics negatively affect our rankings with other business schools as well as our recruiting efforts with high-achieving students.*

Since 2011, undergraduate headcount has increased by 10% because of the university's goal of increasing enrollment. The number of graduate students has grown by 28% in the past five years, putting even more pressure on all resources. Unfortunately, faculty FTE dropped by about 9% during this period.

*The cost of our DT-funded programs has increased more than the additional DT and incentive funding resulting from enrollment growth. Furthermore, at our current undergraduate headcount, which is now about 10% above our enrollment management target, we are over capacity and cannot increase the number of undergraduate students as a way of producing additional revenues from either DT or the Provost's incentive program.*

Table 1 - Additional Annual Needs (Based on net revenue after 15% set-aside)

1. Additional sections - faculty cost	\$ 400,000
2. Expansion of Communications Lab	\$ 50,000
3. Create Consultancy Lab	\$ 100,000
4. Technology enhancements	\$ 50,000
5. Freshman learning community	\$ 25,000
6. Enhance study abroad programs	\$ 100,000
7. Additional high-impact opportunities	\$ 10,000
8. Breakout sections for MKTG 321	\$ 30,000
9. Entrepreneurship	\$ 120,000
10. Facility enhancement and maintenance	\$ 105,000
11. Additional freshman scholarships (need-based)	\$ 61,875
Total	\$ 1,051,875

Details:

1. Additional faculty for new sections will reduce the larger classes in business majors' courses.
2. The Communication Lab is now serving twice as many students as it did in 2012. We need to add a full-time position to continue providing high quality services to students.
3. Recently the management department created a consulting track. We propose to create a Consultancy Lab to provide students with real-world hands-on experience in solving business problems for local businesses or start-ups working with our Entrepreneurship Center.
4. Additional technology for the Communications and Consultancy Labs will be necessary.
5. The freshman learning community has increased in size proportional to the increase in the student body. In addition, we need to raise the stipend for student peer leaders which has not increased since the program's inception in 1999.
6. Currently about 367 of our students take advantage of Mays international trips each year (approximately a 30% participation rate). We would like for that rate to be at least 50%. We need to provide more support for low-income students to increase their participation. The cost of travel and accommodations has increased dramatically. In addition, the federal funding for our international program center (CIBER) has declined substantially and will be further reduced in the future.
7. We will provide additional high-impact activities such as student travel to case competitions and career coaching.
8. We need to fund small breakout sections in Marketing 321 (a "C" course), taught by graduate assistants, to give students a laboratory environment to practice skills.
9. Because we have increased interdisciplinary access in Entrepreneurship, we are seeing a need to hire an additional faculty member to expand course availability for students from other colleges.
10. Finally, our available classroom space is no longer sufficient for our enrollment and target class sizes. We propose the establishment of a fund to expand classroom space and gathering areas for all students.
11. The scholarship set-aside of 20% has been reduced to 15%, and we will dedicate the resulting funds to scholarships for low-income freshmen.

II. Public hearing and/or student referendum requirements

At the appropriate time Mays will make presentations to the Tuition and Policy Advisory Council. Then an email will be sent to all Mays students providing summary information about the change proposal and announcing a general student hearing. A website reference will be included in the email to provide more detailed information about the proposed changes to the assessment model and associated justifications. Additionally, the proposal will be shared with the Executive Committee of the Business Student Council. Announcements about the student hearing will be made throughout the Wehner building on display monitors as the date of the hearing nears.

III. Budget impact if fee request is not approved

Without an increase, Mays will continue to lag behind competitors with respect to class sizes and student/faculty ratios. There is no possibility of either undergraduate or graduate enrollment growth because we are at capacity for faculty and near capacity for classroom space. As a result we will have no future additional revenues from enrollment-based DT growth or incentives.

In order to stay competitive Mays must provide additional high-impact programs demanded by high-achieving students and offered in other top business schools. Business schools nation-wide are changing and improving at a rapid pace. Without additional revenues Mays will be unable to innovate.

#### IV. Justification for ending balance

There are currently balances that have been set aside as a reserve for salary increases for faculty funded by DT. Any new salaries funded by an increase (Item 1) will also require a reasonable reserve. There will also be a reserve created for facility enhancements (Item 10) since the timing of these expenditures cannot be easily predicted. Otherwise, no ending balances are expected.

#### V. Additional information

Table 2 compares Mays proposed differential and total tuition to other public top-tier business school costs as of 2015. Even with an increase in tuition, Mays is still the lowest cost business school in the sample.

Table 2 – Annual Differential and Base Tuition Comparison

University	Business DT	Base Tuition	Total Cost
Illinois	5,004	12,036	17,040
Iowa	2,463	8,104	10,567
Michigan State	2,302	13,612	15,914
Arizona	1,800	11,000	12,800
Ohio State	1,669	10,037	11,706
Penn State	1,662	17,502	19,164
Houston	1,160	10,000	11,160
Purdue	1,436	10,002	11,438
Maryland	1,400	9,996	11,396
Oklahoma	1,392	10,090	11,482
South Carolina	1,320	11,158	12,478
UT Dallas	1,200	11,806	13,006
Indiana	1,200	10,388	11,588
Minnesota	1,160	12,240	13,400
Auburn	1,120	10,200	11,320
Arizona State	1,050	10,478	11,528
Wisconsin	1,000	10,416	11,416
UT Austin	922	9,816	10,738
Mays - Proposed	1,033	9,606	10,639
Average w/o Mays	1,677	11,289	12,965
Median w/o Mays	1,392	10,416	11,588

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Differential Designated Tuition - Mays Business School (Undergraduate)

Current Fee:	<u>\$516.71</u>	for Fall and Spring
	<u>\$0.00</u>	for Summer
Proposed Fee:	<u>\$654.00</u>	for Fall and Spring
		for Summer
Basis:	<u>sem</u>	(sch, sem, student, etc.)

Number of Students Affected:	<u>1,200</u>
Current Semester Credit Hours:	<u>          </u>
Projected Semester Credit Hours:	<u>          </u>

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	820,704	611,229		611,229
Revenues				
Fees	4,023,586	3,820,412	270,689	4,091,101
Total Revenues	4,023,586	3,820,412	270,689	4,091,101
Expenses				
Salaries & Wages	2,807,941	2,892,179	123,240	3,015,419
Fringe Benefits	617,747	636,279	27,109	663,388
Departmental Operations	417,921	417,921	11,690	429,611
Equipment	0	0	23,000	23,000
Future Merit-based Salary Plans	102,770	105,854	4,510	110,364
New Scholarship Support	236,682	232,520	28,840	261,360
Travel - Study Abroad	50,000	50,000	27,300	77,300
Building Expansion Fund	0	0	25,000	25,000
Total Expenses	4,233,061	4,334,754	270,689	4,605,443
Increase/Decrease in Balance Revenues less Expenses	(209,475)	(514,342)	0	(514,341)
ENDING BALANCE	611,229	96,887		96,888

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Differential Designated Tuition - College of Science  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The current Tuition and Fees are \$4,820 per resident. The average of 13 of our Vision 2020 peers (UT, Berkeley, UNC, UC San Diego, Wisconsin, Florida, Illinois, Minnesota, Ohio State, Penn State, Purdue and UC Davis) is \$6,248.79. Five of the 15 have differential tuition.

Fees would be used to offset the costs of offering honors experiences in Biology by hiring an additional TA, more TA's in Chemistry to deal with growing enrollment (particularly ENGR), and expanding online instruction materials in Mathematics, as well as hiring Visiting Assistant Professor(s) and increasing support for students in writing courses and participating in undergraduate research. Physics will use the increase to purchase equipment to enhance laboratory equipment and instruction, enabling graduates to function at a higher level in their careers and graduate school experiences. Statistics will use money to offset hiring non-tenure track faculty and increase lab times to assist launch of new degree program and retention of their majors.

Currently, Science has the second lowest Differential Tuition Rate in the University. Only Liberal Arts is lower. When compared with other lab-based Colleges, we are well below their Differential Tuition rates. We believe the laboratory experiences to be paramount to student learning and understanding of the disciplines. The increase would move the College of Science to the fourth lowest College Differential Tuition Rate based on 15-16 rates. Furthermore, the Differential Tuition increase would represent less than 1.7% of the total tuition and fees for resident College of Science majors.

II. Public hearing and/or student referendum requirements

A public hearing will be scheduled with our students to discuss the need for raising tuition and seek their input and support.

III. Budget impact if fee request is not approved

If the requested increase is not approved, Teaching Assistant positions will remain at status quo, limiting our ability to recruit at the graduate and undergraduate level and providing service to our University clients. Classroom and laboratories will lack the richness afforded by new materials, equipment and faculty. Honors programs may be shelved or put on hold. Efforts toward retention will be limited due to lack of needed resources.

IV. Justification for ending balance

This is not applicable, since there is no ending balance projected.

V. Additional information

We take very seriously our lab-based focus. We are interested in continuous improvement and update of the experiences and technologies we can provide our students to help them become more competitive in their careers and graduate/professional programs. Steeped in experimentation, we realize we must change our instructional practices, even in the laboratory, to keep track of new innovations and research on learning. Assessment requires us to be mindful of student learning and improving it where possible. Increased funding will allow us to advance our teaching practices and curriculum at a faster pace than can occur without the much needed resources.



## Differential Designated Tuition - College of Science

Number of Students Affected:	<u>800</u>
Current Semester Credit Hours:	<u>0</u>
Projected Semester Credit Hours:	30,300

	Estimated FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	69,155	8,984		8,984
Revenues				
Fees	497,327	497,327	149,760	647,087
Interest	0	0	0	0
less Set aside	(72,450)	(72,450)	(22,254)	(94,704)
Total Revenues	424,877	424,877	127,506	552,383
Expenses				
Salaries & Wages	215,415	215,415	105,000	320,415
Fringe Benefits	17,233	17,233	8,400	25,633
Departmental Operations	220,400	191,213	6,606	197,819
Equipment	12,000	10,000	5,000	15,000
Computing	0	0	2,500	2,500
Scholarship	20,000	0	0	0
Total Expenses	485,048	433,861	127,506	561,367
Increase/Decrease in Balance				
Revenues less Expenses	(60,171)	(8,984)	(0)	(8,984)
ENDING BALANCE	8,984	0		(0)

Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
Advising Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The University continues to pursue improvements in both time to degree through advising and assisting students with managing debt load through timely completion. In a recent review of student to advisor ratios for each college, undergraduate time to degree, average course load, and debt levels, for the main campus colleges, we have identified a need for additional advisors, tools, and training. In addition, we know that access to advisors is critical for enabling students to take advantage of transformational learning experiences, such as study abroad and internships. We have made some strides in recent years at improving advising through the Aggies Commit investments, the Undergraduate Degree Planner, an automated Undergraduate Adjustment System, and enhancements to our training efforts. Most recently, we began a project to bring predictive analytics using tools from Civitas as an additional benefit. However, the student to advisor ratio is currently 368:1 for this fall, which is still well above the NACADA recommendation of 300:1. In fact, seven of the eleven main campus colleges that will be supported by this fee are above the recommended ratio with four of those near or above 450:1. It is clear that an additional investment in advising is needed and will benefit the students having to pay this fee.

Deans will be asked to report on strategies and tactics to improve time to graduation, unless the average time for undergraduates is already below 4 years, improve student participation and results in high impact learning experiences, and lower graduating students' level of student debt and proportion of students with debt.

II. Public hearing and/or student referendum requirements

No public hearing or student referendum is required for this fee.

III. Budget impact if fee request is not approved

If the new fee is not approved, additional advisors will not be hired which will have a detrimental impact on efforts to improve time to degree, transformational learning experiences, and timely access to advisors.

IV. Justification for ending balance

No ending balance is expected.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
 Advising Fee

Proposed Fee:      \$20.00  for Fall and Spring  
    for Summer  
 Basis:                  sem   (sch, sem, student, etc.)

Number of Students Affected:      10,000   
 Projected Student Enrollment:      10,000   
 Projected Semester Credit Hours:                     

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	400,000
Total Revenues	400,000
Expenses	
Salaries & Wages	320,000
Fringe Benefits	80,000
Total Expenses	400,000
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
Geosciences Online Petroleum Geoscience Program Fee  
Master of Geology, Master of Geophysics, Master of Geoscience  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The College of Geosciences currently has professionally oriented, technical non-thesis MS degree options available for on-campus students with a focus on Petroleum Geoscience. These span the departments of Geology & Geophysics and Geography, and are based in the current Master of Geology or Geophysics – options with a shared core curriculum – and the Master of Geoscience with an emphasis on petroleum-related Geographic Information Science and Technology (GIST). In order to address overwhelming demand from industry and clear student interest, as well as reach new groups of students and working professionals domestically and internationally, we are taking three allied programs online together as a group, and are seeking approval of a program fee that will support the online versions of these programs only. These programs will be run as a coordinated set and we are seeking approval for a program fee that enables the expanded teaching operations in an online format and related course improvements, and new program features including a capstone course that will include a short term on-campus residency. The proposed fee will not apply to the wholly on-campus versions of these programs. Other expenses covered partially by this proposed fee include expanded technical software which will be served at scale for these online programs and which requires site licenses and server use at a scale unique to this environment. The fee also partially pays for expanded services in student recruitment and retention, marketing, ongoing work in custom instructional design and media development for the online programs.

Texas A&M will benefit from tuition and fees revenue from all of these programs combined of an estimated \$7 million by year three after launch. The program fee will ensure Texas A&M University's petroleum geosciences online programs are high quality and leading-edge. This is critical as key employers are looking for us to innovate in the delivery mode and pedagogical approaches to set a new level of rigor for technical professional programs in this area. The MS in Geology or Geophysics (different options of the same core curriculum) will be a first-in-class offering in these fields as a primarily online degree. Launch of these programs will establish TAMU Geosciences as a world-wide leader in this area. As a result, costs associated with excellence in instructional design and technology will be substantial, but the benefits will be also be significant. The GIST program, with many online competitors in the general topic area, will be the only one in the nation to focus specifically on the energy industry and be explicitly linked through curriculum to petroleum geology and geophysics.

We have also designed all online programs to share a unique, on-campus residency that will allow for direct faculty and student cohort interactions, and will allow for faculty-led, work-based capstone projects that simulate the cross-functional team dynamics common in the petroleum industry. These experiences will distinguish our programs from those offered by competitors. The program fee will allow maintenance of leading technology in the field, pay graduate stipends, and support teaching faculty in support of the online programs. As can be seen from the table below, the programs are a good value, consistent with our strategy of providing high return on investment by offering a program of equal or better quality than our competitors, with a reasonable cost and the flexibility of an online and part-time program for working professionals at a level of rigor equivalent to our on-campus programs.

Comparison of similar, professionally-oriented, petroleum geoscience programs:

***MS in Geology or Geophysics***

<b>Competitor</b>	<b>Concentration</b>	<b>Method</b>	<b>Total Units</b>	<b>Cost Resident</b>	<b>Cost Non-Resident</b>
<b>Texas A&amp;M University</b>	<b>Petroleum Geology and Geophysics*</b>	<b>Online with on-campus capstone, with proposed fee</b>	<b>36</b>	<b>\$ 28,800</b>	<b>\$ 36,288</b>
		<b>(Existing) On campus</b>		<b>\$ 13,104</b>	<b>\$ 27,144</b>
University of Texas - Austin	MA in Petroleum Geology	On campus	33	\$ 18,018	\$ 32,868
University of Houston	MS in Geology	On campus	36	\$ 12,600	\$ 29,232
Rice University	Professional MS in Subsurface Geoscience	On campus	40	\$ 43,500	\$ 43,500
Colorado School of Mines	MS in Geology	On campus	30	\$ 24,660	\$ 54,400
University of Colorado - Boulder	MS in Geological Sciences	On campus	30	\$ 17,040	\$ 45,870
University of Arkansas	MS in Geology	On campus	12	\$ 11,640	\$ 27,570
South Dakota School of Mines & Tech	MS in Geology and Geological Engineering	On campus	32	\$ 6,720	\$ 15,040
University of Southern California	MS in Petroleum Engineering	Online	27	\$ 46,062	\$ 46,062
University of Nevada -Las Vegas	MS in Geoscience	On campus	30	\$ 7,920	\$ 16,650
Average				\$ 21,910	\$ 34,514

\* There are currently no directly comparable online programs in petroleum geology and geophysics

***Master of Geoscience – emphasis on Petroleum GIST (MGsc – GIST)***

<b>Competitor</b>	<b>Concentration</b>	<b>Method</b>	<b>Total Units</b>	<b>Cost Resident</b>	<b>Cost Non-Resident</b>
<b>Texas A&amp;M University</b>	<b>MGsc in GIST with Petroleum emphasis</b>	<b>Online with on-campus capstone, with proposed fee</b>	<b>36</b>	<b>\$ 28,800</b>	<b>\$ 36,288</b>
		<b>(Existing) On campus</b>		<b>\$ 13,104</b>	<b>\$ 27,144</b>
Johns Hopkins University	MS in GIS	Online	30	\$ 34,950	\$ 34,950
North Carolina State	MS of GIST	Online	30	\$ 11,160	\$ 21,720
Northeastern University	MS of Professional Studies in GIT	Online	45	\$ 26,730	\$ 26,730
Penn State Online	MS in GIS	Online	35	\$ 26,635	\$ 26,635
University of Arizona	MS in GIST	Online	30	\$ 13,050	\$ 28,860
University of Denver	MS in GIS	Online	48	\$ 26,784	\$ 26,784
University of Florida	MS in Geomatics	Online	30	\$ 16,950	\$ 16,950
University of Southern California	MS in GIST	Online	28	\$ 43,008	\$ 43,008
University of Washington	Professional MS in GIS	Online	45	\$ 27,945	\$ 27,945
Average				\$ 25,601	\$ 28,987

The rationale for offering these programs in a part-time, online format is to capitalize on re-training current professionals that are currently working in the petroleum industry or related businesses and wish

to gain stronger credentials for advancement, and individuals with other technical degrees seeking entry into the industry. The master's degree is increasingly the expected working degree in these fields, so there is a substantial unmet need in this area. Our intent is also to reach a significant out-of-state and international audience, so the asynchronous delivery modes possible in online learning are attractive. The part-time model allows them to continue working while earning a master's degree in an area highly applicable to their current work. Additionally the work-based, team based capstone project is instrumental in applying what is learned through the curriculum in real-world scenarios, which also benefits their current and future employers.

The total program cost outlined in the tables above includes all tuition and fees, software licensing and technology access, and costs associated with the academic portion of the capstone residency. Students will have to find their own way to College Station for this portion of the program and will have to pay for their own room and board while on campus.

As will be noted in the budget template, we propose a fee of \$436/SCH for in-state students and a fee of \$254/SCH for out-of-state students. Given the differential in tuition charged for these groups of students, the total cost charged to students for tuition and fees is calculated at \$800/SCH for in-state students and \$1,008/SCH for out-of-state students. This arrangement preserves and balances the finances of the program such that in-state students still receive a discounted rate for the program, in keeping with the philosophy of a State institution, and also provides an attractive market rate for the program to out-of-state students. In addition, this approach distributes the tuition revenue from this program to both the University and the program itself to ensure the optimum distribution of resources to provide both central and local services to all students in the online program. We are planning for an optimum 50%/50% mix of in- and out-of-state students, which will provide the best balance of student value and student support while also providing the best balance of programmatic and central University services to maximize student success.

The College of Geosciences requests approval for annual flexibility to determine the program cost for this suite of online MS degrees. This flexibility is required because of the highly competitive nature of the professional technical education market and because we must quote a program cost over a year in advance of the students entering the program. Especially because much of our program fee justification is based in providing access to top-notch, production-grade, state-of-the art software and an in-depth residential capstone workshop, we need to have the ability to adjust costs in response to market pricing for these critical assets. We request, therefore, approval for the following process for setting and announcing the program costs as follows:

1. The College of Geosciences will annually survey the program cost of several competing programs, including those listed on the tables on the preceding pages.
2. The College of Geosciences sets the program cost for the next academic year based on the costs of delivering the program and demand for the program, but any annual increase in the quoted program cost will be limited to 10 percent above the average current cost of the competitive petroleum geosciences programs. The actual quoted program cost, however, will be based on delivery cost and demand and will be consistent with our value-oriented strategy. As such we anticipate annual quoted cost increases will be much less than the 10 percent limit.
3. Program costs will be posted on our website concurrent with opening the application process for the next year's entering class.

### **Use of Revenues**

- **Online Program Operations.** The cost of operating the three interrelated online MS programs in Petroleum Geosciences (Geology, Geophysics and GIST) are supported in part by the program fee

but also substantially from tuition and teaching fees already in place at TAMU. Program fees will provide part of the revenue stream that will support the program director and staff support.

- **Additional Departmental Operations.** Program expenses will also include substantial course and custom media development, as we transition the content of three related graduate programs into online modality. Instructional design, media development and related professional development of faculty are large expenses. Programs of this nature and at this scale also have substantial marketing and recruiting costs, and we have allocated a substantial budget to these front-end costs. These Petroleum Geoscience online programs will be a national first-in-class offering and as such will require a sophisticated and broad reaching marketing effort. As we are expanding our online presence substantially as College, we are also budgeting for substantially expanded student services related to student success, enrichment activities and oversight of progress.

Related to these operations is planning and design work for a signature aspect of this newly renovated program, the Capstone Residency. While no students will be in this final course in FY2017, design work for this integrated, industry-related teamwork experience needs to be underway. This experience will be a signature aspect of our curricula, replicating the highly collaborative and often high-intensity experience of working in cross-functional teams in the petroleum industry. Online students will come to College Station to engage with faculty and each other in this experience, as well as with other industry professionals.

- **Teaching Faculty & Graduate Assistants.** To be on the leading edge we must continually evaluate and adjust course offerings to meet the needs of technical professionals working in this dynamic and high-tech industry. We also anticipate the delivery of this program at scale will require the addition of APT faculty with professional experience in the petroleum industry. These individuals will be supported entirely by the program revenues. Existing on-campus faculty will be instrumental in developing the online versions of current courses, and will need ongoing course development funds and professional development/training. Graduate assistants will be needed for a variety of tasks as the program grows.
- **Online Student Recruiting and Admissions.** In order to reach our projected enrollment targets, we must dedicate resources devoted to recruiting the best students. While recruiting top graduate students in all programs is a challenge, recruiting the right technical professionals to this online program with the requisite skills and experience to succeed is a particular challenge. This requires substantial vetting and interaction prior to admissions and after the generation of marketing leads. The fee covers a specialized admissions staff using specialized customer relationship management (CRM) software, delivery of information sessions, and other extensive marketing and promotion activities online and in-person to recruit quality students.
- **Technology.** Program revenues (this requested program fee in addition to tuition) will be used to provide cutting-edge, industry standard software for geophysical and geological analysis and interpretation, and for geographic information system database management and analysis. The software licensing is negotiated at academic rates but server use, rental, and management is still costly. To achieve excellence and scale in this online program, we will need to deliver software and IT services to students at levels beyond those we currently support. The FY 2017 budget, being in the heavy growth phase of this program, captures a front-loaded investment that we anticipate will decrease to a maintenance level through time, allowing College startup support to decline as the revenues become self-sustaining.

- **State Authorizations/Compliance.** As this online program will have a national and international reach, we anticipate a steady set of costs related to maintaining our state authorizations to teach in other states around the nation and requiring time of professionals who can help us meet all export control and other relevant compliance issues. The petroleum industry is an area of research with substantial specialized software use and compliance is a major concern.

## II. Public hearing and/or student referendum requirements

This program does not yet exist in its online form, therefore there are no graduate students to approach for a hearing. The primary targeted audiences are professionals currently working in or around the petroleum industry looking to upgrade their skills, and technical professionals seeking to retrain to enter this field. These people are located nationwide and internationally and are not currently on campus. In some cases costs will not be completely born by the student. It is anticipated that many employers will sponsor the cost of this degree, much like is done for employees in MBA programs or other specialized work-specific higher degrees.

## III. Budget impact if program fee request is not approved

This request is for FY 2017 and future years, but we request that if approved, this fee may be implemented in the Summer 2016 term if we are able to launch this program in time.

The budget impact (either for Summer 2016 or Fall 2016 – within FY 2017) of this fee is substantial. In our budget outline provided with this narrative, we illustrate the entire financial picture of this program so that the impact of the fee requested here is clear.

If this program fee is not approved, this online program will not be able to compete effectively and will not be financially sustainable. Our market analysis and existing application pressure for on-campus programs indicates there is substantial demand for these programs, despite the current industry downturn. Many professionals are actively retraining now, and by the time they graduate from this program all projections are that the global energy industry should have recovered. It is also well documented that all of these fields are currently facing long-term labor shortages, so launching at this scale makes good academic and programmatic sense. The program fee is critical to being able to deliver this program successfully, at a quality level expected by the industry and by TAMU Geosciences.

In reality, the online program could not operate on basic graduate tuition and fee funding. This would leave unmet demand for the curriculum, as this is a high demand area expected to be needed for years to come.

## IV. Justification for ending balance

With an initial investment of approximately \$230,000 from the College of Geosciences in FY 2017, eventual revenues will be sufficient to recoup the funds and invest in other strategic priorities and other online MS programs in the College. There is no anticipated ending balance in the long-term, other than a moderate operating reserve.

## V. Additional information



Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
 Geosciences Online Petroleum Geoscience Program Fee  
 Master of Geology, Master of Geophysics, Master of Geosciences

Proposed Fee:

Resident:	\$436.00	for Fall and Spring
	\$436.00	for Summer
Non-Resident	\$254.00	for Fall and Spring
	\$254.00	for Summer

Basis: sch (sch, sem, student, etc.)

Number of Students Affected:	<u>213</u>
Projected Student Enrollment:	<u>449</u>
Projected Semester Credit Hours:	<u>2,425</u>

	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Program Fees	836,625
Tuition (in state) and Teaching fees (out of state)	1,355,213
College Support	230,162
Total Revenues	2,422,000
Expenses	
Salaries & Wages	645,000
Fringe Benefits	174,000
Departmental Operations for online programs	1,118,000
State Authorizations/Compliance	39,000
Capstone Residency, preparations and planning	20,000
Technology	426,000
Total Expenses	2,422,000
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
Master of Financial Management Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

**A. Executive Overview**

Mays Business School proposes a program fee for the new *Master of Financial Management* (MFM) program. The MFM is a spinoff of the legacy MS-Finance degree, which is now being split into two programs: a new Master of Science in Finance (MSF) program, and the Master of Financial Management program discussed here. The split is expected to take effect in fall 2015. The amount of the proposed fee, to be assessed on a semester basis, is as follows:

	Fall	Spring	Summer
MFM Program Fee	\$500*	\$500*	\$500*

\* Note: The fee will not be charged during semesters when students (i) are pursuing a full-time internship approved by the Director of the MFM program, and (ii) are enrolled in no more than three credit hours at Texas A&M University. Therefore, no student will be billed for the program fee more than twice over the fall, spring, and summer terms.

We propose that this fee increase be assessed on all students who are matriculating into the MFM Program in fall 2016 and thereafter. Students who have been admitted to the legacy MS-Finance Program prior to fall 2016 are grandfathered and will not be paying this fee.

B. Background on Mays MFM Program

The MFM program is a spinoff of the current MS-Finance program. The Department of Finance is seeking separate approval to divide the current MS-Finance Degree into two separate degrees for the purpose of better aligning our degree offering with the requirements of the marketplace and with the career objectives of our students. To this end, the Department intends to create the degree of *Master of Financial Management* (MFM). This new degree is accessible only to current undergraduate students at Texas A&M University who have been admitted to a high-impact learning program at Mays Business School. The designation of high impact program is made periodically by the Dean of Mays Business School. Currently, the Professional Program in Accounting (PPA) and the Trading, Risk & Investment Program (TRIP) meet this criteria, and only students admitted to these programs will be eligible for admission to the MFM.

The spinoff of the MFM program is justified by the fact that the background of graduate students in PPA and TRIP is different from those in the rest of the MS-Finance program. Currently, all graduate students in PPA and TRIP come from the ranks of Mays undergraduate students. By contrast, the new MS-Finance program (after the proposed separation) will be targeted to students with non-business undergraduate education, primarily from the STEM disciplines, and would be open to world-wide applicants. Thus, the proposed MFM spinoff allows the department to use two distinct degrees to target two different student segments with different pedagogical needs, different degree plans, and different career opportunities.

### C. Rationale

As is the case with the new Master of Science in Finance (MSF) program, in order for the MFM to provide the best possible educational experience for our students, the Department would like to hire a dedicated faculty member to serve as Program Director. This person will be expected to teach in that program, serve as mentor for the MFM students, and promote partnerships between the MFM program and the financial industry.

With the addition of a new faculty member we will also be able to increase enrollment into the MFM program. The Financial Management track of the legacy MS-Finance program is very popular and the enrollment in that track is currently capped at 100 students due to resource constraints. Our goal is to increase enrollment to 125 students by fall 2016.

At \$500 per semester, the fee is expected to enhance the quality of the MFM program while ensuring that the program remains accessible to students, taking into account that all MFM students come from the ranks of undergraduate students at Texas A&M University.

### D. Proposed Use of the MFM Fees

The MFM fees will be used to cover expenses associated with the MFM program. These expenses include the following:

- Additional faculty. A dedicated faculty member is needed for student advising, curriculum development, mentoring, industry partnerships, and enrichment experience. This person will serve as program director, and will also teach courses in that program. The additional courses will allow us to increase the menu and choice of courses we make available to MFM students.

## II. Public hearing and/or student referendum requirements

We propose that the fee increase be effective fall 2016 and be applied only to students joining the new MFM program in fall 2016 and after. Current students enrolled in the legacy MS-Finance Program would be exempt from the fee. An open forum to get student feedback on the proposal occurred on October 9, 2014. All current MSF students were notified via email about the proposed change and about the open forum.

## III. Budget impact if fee request is not approved

The Department of Finance will not be able to hire a dedicated program director without the MFM fee. To provide our students with the best educational experience, a program director is needed to teach in the program and serve as mentor to the MFM students.

## IV. Justification for ending balance

We do not anticipate an ending balance.

## V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
Master of Financial Management Program Fee

Proposed Fee:       \$500   for Fall and Spring  
                            \$0.00   for Summer

Number of Students Affected:         110      
Current Semester Credit Hours:         n/a      
Projected Semester Credit Hours:       n/a   

	FY 2017 Budget
BEGINNING BALANCE - Actual	0
Estimated	
Revenues	
Fees	110,000
Total Revenues	110,000
Expenses	
Salaries & Wages	81,000
Fringe Benefits	17,010
Departmental Operations	11,990
Total Expenses	110,000
Increase/Decrease in Balance	
Revenues less Expenses	0
ENDING BALANCE	0

Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
Master of Science in Business Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

Mays Business School proposes a new program fee for the Master of Science in Business (MSB) program. The proposed fee amount is \$16,000. The MSB program is a 10-month program. Students enroll during August and graduate the following May. The proposed fee will be assessed on a semester basis as follows:

	Summer	Fall	Spring
MSB Program Fee	\$4,000	\$6,000	\$6,000

We propose that the fee be assessed on all students who matriculate in the MSB program in Summer 2016 and thereafter. This will be the first group of students to enter the MSB program. Therefore, no current students will be impacted by the proposed fee.

*Fee Justification #1: MSB is in high demand by employers and students*

The MSB degree program will prepare graduate students with non-business undergraduate degrees and less than 18 months of work experience for careers that combine the knowledge and skills acquired from their undergraduate degree programs with core business knowledge and skills acquired during the MSB program.

During the last few years, a number of other universities in the U.S. have launched master's programs comparable to the MSB (see Table 1). Job-market outcomes for graduates from these programs include consulting and marketing as the two largest employment sectors for their graduates. Our MSB students will compete in these same labor markets.

The U.S. Bureau of Labor Statistics projects an annual job growth rate of 19% for management consultants from 2012-2022, faster than the average for all occupations.<sup>1</sup> Demand for the services of these workers will grow as organizations continue to seek ways to improve efficiency and control costs.

The U.S. Bureau of Labor Statistics projects an annual job growth rate of 32% for marketing analysts from 2012-2022, nearly twice the average for all occupations.<sup>2</sup> Employment growth in this sector will be driven by an increased use of big data in market research. This expansion will cover all industries that seek to 1) understand the needs and wants of customers and 2) measure the effectiveness of marketing and business strategies.

Student demand for programs similar to the MSB is strong nationwide. Table 1 shows several nationally-recognized universities that have recently launched degree programs similar to MSB. These early adopters have created national recognition for the one-year master's in business degrees and employers and students alike are increasingly familiar with such programs.

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<sup>1</sup> Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2014-15 Edition, Management Analysts, on the Internet at <http://www.bls.gov/ooh/business-and-financial/management-analysts.htm> (visited February 23, 2015).

<sup>2</sup> Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2014-15 Edition, Market Research Analysts, on the Internet at <http://www.bls.gov/ooh/business-and-financial/market-research-analysts.htm> (visited February 23, 2015).

*Table 1 - Existing Masters Programs Similar to the MSB at U.S. Universities*

University (Business School)	Cost per Credit Hour*	Total Program Cost**	Launch Date
Duke (Fuqua)	\$1,630	\$48,900	2009
Southern Methodist University (Cox)	\$1,522	\$45,656	2012
Northwestern (Kellogg)	\$1,333	\$48,000	2013
University of Michigan (Ross)	\$1,447	\$44,510	2013
Notre Dame (Mendoza)	\$1,205	\$45,810	2013
Arizona State (Carey)	\$683	\$24,600	2014

\* Cost per credit hour is total program cost divided by the total credit hours in the program.

\*\* Total program cost includes tuition and fees for the program.

In 2014, the Graduate Management Admissions Council (GMAC) reported that Master of Science in Business programs showed a sixth straight year of application volume gains globally (2009 to 2013). Undergraduates are the fastest growing GMAT test-taking segment and the most interested group when it comes to specialized master's degree.

*Fee Justification #2: The proposed fee is in-line with other Mays graduate programs as well as our regional and national competitors*

Without this proposed fee, the estimated total program cost (i.e., tuition + fees) for the MSB program is \$16,638<sup>3</sup> and the cost per credit hour is \$462. As shown in Table 1, without the proposed program fee, the estimated cost for the MSB program is significantly lower than the competing program at other universities.

With the proposed MSB program fee, the estimated total program cost (i.e., tuition + fees) is \$32,638 or \$906 per credit hour.

With the proposed fee, the total program cost for the MSB program is similar to the total program costs for the Mays full-time MBA (\$39,652) and the Mays MS Finance (\$31,500) degree programs. In addition, as shown in Table 1, with the proposed fee the MSB program cost is lower than all competitor programs except Arizona State University.

*Fee Justification #3: The MSB requires dedicated staff to coordinate and organize the program*

With such a highly concentrated and time-compressed program, staff dedicated to the core functions of a program must be retained. We have identified the core functions as: recruiting, admissions, academics, career services, funding, and operations.

<sup>3</sup> Based on tuition and fee schedule for Summer 2015, Fall 2015, and Spring 2016, we calculated the tuition and fees estimate for 36 credit hours (4 hours summer; 16 hours fall; and 16 hours spring) using the Tuition Estimator available from TAMU Student Business Services (<http://sbs.tamu.edu/accounts-billing/tuition-fees/estimator>) as \$12,437.95. Students enrolled in Mays MS programs pay a Mays Master's Program fee of \$200 in summer and \$2,000 in fall/spring. Thus, total estimated tuition and fees is \$16,637.95.

The proposed MSB program fee provides the needed resources to A) recruit the best and brightest students; B) hire the best faculty to teach the courses; and C) provide necessary educational enhancement opportunities like company visits, case competitions, guest speakers, etc.

The MSB fee will be used to cover expenses associated with the MSB Program. These expenses include the following:

- Administration Staff. Dedicated staff is required to support student recruiting, the admissions process, student advising, curriculum development, student placement, and enrichment experience. These activities require a full-time academic director as well as at least one full-time staff member.
  - Full-time Academic Director: The Academic Director will spend time developing strategy for the program, attracting high quality students, developing business partnerships, and leading the faculty through curriculum revision and development activities.
  - Program Coordinator: The Program Coordinator is responsible for day-to-day program operations. In addition, the Program Coordinator works with students, the industry constituency, and with staff in Mays Business School's Career Management Center (CMC) to assist with permanent job placements for MSB students.
- Faculty. Faculty to teach the courses in the MSB program will be recruited from the existing Mays Business School graduate faculty. We will pay these faculty for out-of-load teaching to teach in the MSB program.
- Marketing and Advertising Costs. To attract students and to compete with other universities, we will invest in new collateral, including the design, printing, and distribution of marketing. We will also hire an ad firm to design and implement a targeted advertising strategy. To establish strong rankings, we will need to be competitive in attracting the best and brightest students. With thoughtful investment made possible by the MSB fees, we believe we can grow enrollment and increase student quality.
- Scholarships: To compete for highly qualified students and to support professional development initiatives for all students we will use a portion of the fees to fund scholarships for students admitted to the MSB Program.
- General Administrative Costs and Program Enhancement Costs. These costs include, but are not limited to, computer equipment, supplies, student travel, and faculty development that is directly related to the program.

## II. Public hearing and/or student referendum requirement

The MSB program is a new degree program. The first class of students will matriculate into the program during Summer 2016. We do not have current students from whom we can solicit input. We conducted two information sessions about the proposed MSB program in spring 2015.

We invited current TAMU students enrolled as undergraduate students in one of the engineering disciplines to an information session on April 8, 2015. We invited current TAMU students enrolled in any undergraduate major except one of the business disciplines to an information session on April 17, 2015. Academic advisors from the various colleges sent email invitations on our behalf informing undergraduate students about the information session. We distributed flyers on campus and posted messages on the Mays social media accounts with details about the information session. At the

information session, we provided information and solicited feedback about the proposed program fee to the students.

### III. Budget Impact If Fee Request Is Not Approved

The MSB program cannot sustain itself without a new and separate program fee. We must be able to recruit high-quality students, hire outstanding faculty, and provide staff support to assist the faculty and students. We see no alternative other than a fee to cover these operating costs.

### IV. Justification for ending balance

We do not anticipate an ending balance.

### V. Additional Information

The proposed fee will apply to the MSB students matriculating in summer 2015 or later. Based on our three year recruitment targets, the estimated total revenue generated from the proposed fee is \$1,920,000 over the three-year period.

Academic Year	Anticipated Enrollment	MSB Fee per Academic Year per Student	Additional Revenue
2016-2017	30	\$16,000	\$480,000
2017-2018	40	\$16,000	\$640,000
2018-2019	50	\$16,000	\$800,000



Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
Master of Science in Business Program Fee

Proposed Fee:         \$6,000    for Fall and Spring  
                              \$4,000    for Summer

Number of Students Affected:                              30                       
Current Semester Credit Hours:                            n/a                       
Projected Semester Credit Hours:                         n/a                     

	FY 2017 Budget
BEGINNING BALANCE - Actual	0
Estimated	
Revenues	
Fees	480,000
Endowment	
Total Revenues	480,000
Expenses	
Salaries & Wages	143,585
Fringe Benefits	31,917
Faculty Payments (Teaching)	144,000
Student Scholarships	60,000
Departmental Operations	15,748
Equipment	1,250
Marketing	40,000
Student Enrichment Training	25,000
Student Conferences	10,000
Industry Speakers	8,500
Total Expenses	480,000
Increase/Decrease in Balance	
Revenues less Expenses	0
ENDING BALANCE	0

Request for Revised Student Fee  
**TEXAS A&M UNIVERSITY**  
Master of Science Analytics Program Fee

I. Programmatic justification and proposed use of the revised fee

We are requesting a modification for university billing purposes from \$25,000 per year to \$10,000 per semester. We request this be effective for Spring 2016. There is no change to net revenue. To clarify there are a total of five semesters for this degree: Fall, spring, summer, fall, spring. There is only one summer. The total program cost is \$50,000 for all five semesters.

Use of Revenues

- Program operations. Consistent with previously approved.
- Student services. Consistent with previously approved.
- Student recruiting and admissions. Consistent with previously approved.
- Teaching Faculty & Graduate Assistants. Consistent with previously approved.

II. Public hearing and/or student referendum requirements

This is not applicable as there is no change to the dollar amount being charged to student.

III. Budget impact if fee request is not approved

If not approved it would create confusion for students as it would not be consistent with cost of the program.

IV. Justification for ending balance

There is no anticipated ending balance in the long-term, other than a moderate operating reserve.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
Master of Science in Business – Enrollment Deposit  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

Mays Business School proposes a new enrollment deposit of \$500 for the Master of Science in Business (MSB) program. The deposit will be 100% credited to the first semester tuition of all matriculating students so we expect no significant revenues from this deposit. The deposit will be charged to all students who accept our offer of admission for the MSB program and plan to matriculate beginning in Summer 2016.

The deposit will provide incentives to students who have been admitted to the MSB program to decline our offer if they have no intention of enrolling in our program. The deposit will be charged after the admission decision is made. Admitted applicants will be required to pay the deposit by a deadline to guarantee space in the program. Since the MSB program is a new MS program in the Mays Business School and does not have significant historical data on students who fail to enroll after having previously confirmed attendance. More established MS programs in Mays saw as many as 50% of admitted students not matriculating. These no-shows create lost productivity for the admissions staff and planning uncertainty for the programs overall.

Because the enrollment deposit will be applied to matriculating students' tuition for the fall semester, we do not anticipate significant revenues from this enrollment deposit. Any forfeited deposits will be used to defray marketing expenses for recruiting the next class of students into the MSB program. We anticipate that 5% (or less) of those who accept our admission will forfeit the enrollment deposit.

II. Public hearing and/or student referendum requirements

The MSB program is a new degree program. The first class of students will matriculate into the program during Summer 2016. Input from students enrolled in other MS programs in Mays Business School was obtained prior to implementing the enrollment deposit for the respective programs. Because the enrollment deposit is credited to the first semester tuition, students agreed that the enrollment deposit would not significantly discourage legitimately interested applicants.

III. Budget Impact If Fee Request Is Not Approved

If the new fee is not approved, we estimate a loss of approximately ten hours of staff productivity per student that accepts but does not matriculate. The cost of planning uncertainty is not quantifiable but significant. For example, faculty teaching assignments and other resources are negatively impacted by uncertain enrollment estimates.

IV. Justification for Ending Balance

We do not anticipate an ending balance.

V. Additional Information



Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
MS Program Fee (Master of Science)  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

**Executive Overview**

Mays Business School proposes an increase in the Mays MS Program Fee (Master of Science). The primary goal is to increase enrollments in the MS Program and provide commensurate advising and career services support to MS students. To that end, the incremental fees will be used to, 1) increase staff in the Career Management Center, and 2) improve advising support to MS students, and 3) support marketing and advertising of the MS Program.

The amount of the proposed fee increase, to be assessed on a semester basis, is as follows:

	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
MS Program Fee	\$200	\$200	\$0

Because of internships, more than half of our MS students do not enroll in summer. Therefore, we charge a very small fee (\$200) during summer term and do not seek to increase it.

We propose that the fee increase be assessed only on new students entering the MS programs beginning in Fall 2016 and thereafter. There will be no increase in fees for any current MS students.

**Rationale for increased MS fees**

***Rationale #1: The number of Mays' MS students has increased.***

Mays Business School has MS programs in six functional business areas. In the past two years, the number of students has increased significantly. Our recruiting, admissions and career services must expand to meet the increase in headcount. Our current career coaches handle a significant number of students thereby impairing their ability to deliver top-notch career services. We need to expand our staff and reconfigure our existing Career office space to accommodate additional staff.

***Rationale #2: Mays' MS programs are below market cost.***

Our MS degree is significantly below the cost of equivalent degrees at competitor schools. Recent research indicates that Mays is the least costly of the five major business schools in Texas that offer MS programs (A&M, UT Austin, UT Dallas, TCU, and SMU). Moreover, our proposed fee increase would continue to keep us as the least costly of these five schools. Compared to other public and private schools with which we compete for students, our tuition and fees are significantly lower. We cannot stress enough that our underpriced MS degrees inhibit the growth of our graduate programs and this has long-term consequences for Mays Business School.

***Rationale #3: Mays' MS students enjoy excellent employment opportunities after graduation.***

Mays MS students enjoy excellent job prospects upon graduation. For the class of 2015, 94% had full-time positions within 90 days of graduating. The starting salaries for the Mays MS class of 2015 were very healthy, averaging \$73,217. In addition, graduates received, on average, a starting bonus and other compensation of \$14,000. By comparison, a per semester fee increase of \$200 fairly modest.

### ***Conclusion***

Unlike undergraduates who are typically more price sensitive, business master's students are sophisticated consumers of higher education and will continue to seek out a Mays degree even with the proposed fee increase. The additional funds will allow Mays Business School to grow, innovate, expand our reach, and stay competitive in the coming years.

### **Use of Additional Revenues**

- **New career services staff.** We would hire one new career coach to deal exclusively with the MS students.
- **New office facilities.** We would reconfigure existing office space to accommodate additional career services staff.
- **New operating costs to support new staff.** With one new career coach, we will incur additional support costs such as computer equipment, books, professional development costs, etc.
- **Marketing and advertising costs.** In order to attract even better students we will invest in additional digital marketing campaigns and will need to pay for design, printing, and distribution of marketing print pieces.

#### II. Public hearing and/or student referendum requirements

The fee increase will be communicated to all current MS students. We will present the proposal to them and solicit their input. We propose that the fee increase be effective Fall 2016 and be applied only to new students joining the program in Fall 2016 and after. Current MS students would be exempt from the fee increase. The total cost of the program (tuition and fees) is communicated to prospective students through the MS program's website and the Texas A&M University website.

#### III. Budget impact if fee request is not approved

The MS program will not be able to continue to provide the level of support and services that are required by MS students.

#### IV. Justification for ending balance

We do not anticipate an ending balance in the long term, other than a moderate operating reserve. Our year-end GL balance (#021910) has historically been low when compared to our operating budget. We had a moderate operating reserve in FY 2015 which we will use up during the coming fiscal year.

#### V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
MS Program Fee (Master of Science)

Current Fee:     \$2,000.00 for Fall and Spring  
                      \$200.00 for Summer  
Proposed Fee:    \$2,200.00 for Fall and Spring  
                      \$200.00 for Summer

Number of Students Affected:                     350  
Current Semester Credit Hours:                             
Projected Semester Credit Hours:                          

	FY 2016 Budget	FY 2017 Budget Without Fee Increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	50,000	47,252		47,252
Revenues				
Fees	2,640,000	2,640,000	140,000	2,780,000
Total Revenues	2,640,000	2,640,000	140,000	2,780,000
Expenses				
Salaries & Wages	1,420,116	1,462,719	75,000	1,537,719
Fringe Benefits	397,632	409,561	21,000	430,561
Departmental Operations	550,000	550,000		550,000
Maintenance/Equipment	25,000	25,000	0	25,000
Equipment	0	2,500	4,000	6,500
Marketing	150,000	150,000		150,000
Scholarships	100,000	100,000	20,000	120,000
Total Expenses	2,642,748	2,699,781	120,000	2,819,781
Increase/Decrease in Balance Revenues less Expenses	(2,748)	(59,781)	20,000	(39,781)
ENDING BALANCE	47,252	(12,529)	0	7,471

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY**  
Mays Business School  
Full-Time MBA Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

**Executive Overview**

Mays Business School requests approval for annual flexibility to determine Mays MBA Program Fee. This flexibility is required because of the highly competitive nature of the market and because we must quote a program cost over a year in advance of the students entering the program. The cost of our programs relative to the competition is an important dimension of our success. We request, therefore, approval for the following process for setting and announcing the Mays Program Fee:

1. Mays Business School surveys the program cost of attending the Rice, Texas, SMU, and TCU MBA programs in given academic year.
2. Mays Business School sets the MBA Program Fee for the next academic year based on the costs of delivering the program and demand for the program, but the MBA Program Fee is set so that any increase in the quoted program cost will be limited to no more than 75% of the average current cost of attending Rice, Texas, SMU, and TCU MBA programs during that year. The actual quoted program cost will be based on delivery cost and demand and will be consistent with our value-oriented strategy.
3. Program costs will be posted on relevant websites for the Mays Full-Time MBA program concurrent with opening the application process for the next year's entering class.
4. Other than increases in Texas A&M University tuition and fees beyond the control of Mays Business School, currently enrolled students are "grandfathered" and their cost will not increase as a result of this flexible process.
5. The quoted program cost assumes Texas residency. Non-residents enrolling in the Full-Time MBA Program will pay an amount higher than the quoted cost to cover any non-resident tuition and fees.

**Rationale**

***Rationale #1: Mays' Full-Time MBA program is very highly ranked and additional funds are required to maintain this position.***

Our rankings reflect both the high quality of our program as well as its sterling reputation among academics, corporate recruiters, program graduates, and current students. The most recent rankings are shown below:

- 9<sup>th</sup> U.S. public (27<sup>th</sup> overall), U. S. News & World Report (2016)
- 9<sup>th</sup> U.S. public (24<sup>th</sup> overall), Forbes (2015)
- 18<sup>th</sup> U.S. public (38<sup>th</sup> in world), *Financial Times* (2014)
- 17<sup>th</sup> U.S. public (42<sup>nd</sup> overall), Bloomberg Business Week (2014)
- 8<sup>th</sup> U.S. public (48<sup>th</sup> in world), *Best Global MBAs for Mexicans, Expansión* (2014)
- 12<sup>th</sup> U.S. public (32<sup>nd</sup> overall), *U.S. News & World Report* (2013)
- 10<sup>th</sup> U.S. public (26<sup>th</sup> overall), Bloomberg Business Week (2012)
- 1<sup>st</sup> U.S. public (6<sup>th</sup> overall), *Aims Achieved, Financial Times* (2012)
- 9<sup>th</sup> U.S. public (24<sup>th</sup> overall), *Forbes* (2011)



While Mays Business School's MBA program has achieved national recognition for its excellence, it is critical that we build on our current momentum and continue to strengthen the program. No top school is willing to concede its place so that Mays can climb in the rankings. The MBA market is intensely competitive and we must continue to match or better the program offerings of other schools or risk a drop in our national and international rankings. Currently, our fees are well below the fees our peer schools and have increased in smaller increments and at a slower pace.

***Rationale #2: Mays' Full-Time MBA program is below market cost and this could send an unintended signal about our quality.***

Mays Business School's current rankings are truly impressive in light of the low cost of our program. Five Texas MBA schools (including Mays) made the US News and World Report top 50 list reported in March 2015. The table below summarizes data on the relative cost of these major Texas competitors.

US News & World Report Latest Rank	Texas Universities (School)	Type	AY 2015-16 Program Cost	Class of 2015 Average Starting Salary
17	UT Austin (McCombs)	Public	\$67,896	\$126,160
<b>27</b>	<b>Texas A&amp;M (Mays)</b>	<b>Public</b>	<b>\$39,652</b>	<b>\$110,219</b>
33	Rice (Jones)	Private	\$106,800	\$117,074
47	SMU (Cox)	Private	\$115,575	\$112,071
62	TCU (Neeley)	Private	\$97,700	\$90,117
<i>Average of Ranked Texas Programs (excluding A&amp;M)</i>			<i>\$96,993</i>	<i>\$111,356</i>

Note that Mays is the lowest priced of the five ranked Texas programs. In fact, we are almost half the cost of UT-Austin and almost third of the cost of Rice.

We also compete nationally and internationally for our MBA students. It is routine for students to use the latest rankings to guide their school search. The next list shows the costs for select public schools that are peer and aspirants to Mays Business School.

US News & World Report Latest Rank	University (School)	Type	AY 2015-16 Program Cost	Class of 2015 Average Starting Salary
7	UC Berkeley (Haas)	Public	\$115,320	\$140,935
10	Virginia (Darden)	Public	\$116,300	\$136,474
11	Michigan (Ross)	Public	\$113,180	\$140,497
15	UCLA (Anderson)	Public	\$109,286	\$127,535
18	UNC (Kenan-Flagler)	Public	\$81,820	\$124,641
21	IU Bloomington (Kelley)	Public	\$55,202	\$119,581
<b>27</b>	<b>Texas A&amp;M (Mays)</b>	<b>Public</b>	<b>\$39,652</b>	<b>\$110,219</b>
30	Georgia Tech (Scheller)	Public	\$62,176	\$115,279
40	Maryland (Smith)	Public	\$90,998	\$102,936

*Select Public Programs that are peers and aspirants*

Again, Texas A&M comes in as the low-cost provider: the national average of \$93,035 is nearly three times the cost of a Mays MBA. While this would strike many as a bargain, it could strike others as a sign that the quality of a Mays' MBA is lower than a degree from other top-ranked schools. While we know that nothing could be further from the truth, prospective students associate a premium price with a premium product. Mays' recruiting and admissions staff routinely face the question, "Why is A&M so cheap?" This misperception will only be reinforced if we fall further behind other top-ranked business schools.

***Rationale #3: Mays' Full-Time MBA students easily recoup their investment.***

Another fact to consider is that most MBA students have the financial wherewithal to handle the program costs – the typical student leaves a well-paying, professional position to come to Mays. The most recently admitted class (Class of 2016), for example, had an average of five years of work experience.

In addition, Mays students earn very high salaries after graduation. The two tables above summarize the starting salaries for the most recent graduates at our Texas competitors and among the set of highly ranked public schools. The average Mays 2015 MBA graduate landed a salary of \$110,219. At that rate, the student's investment is quickly recouped.

The incredible return on investment of a Mays MBA is a fact not lost on the rankings agencies. Here are some recent accolades:

1<sup>st</sup> U.S. public (3<sup>rd</sup> overall), Placement after Three Months, U.S. News and World Report (2016)

1<sup>st</sup> U.S. overall, Value for Money, *Financial Times* (2014)

12<sup>th</sup> U.S. overall, Salary Percentage Increase, *Financial Times* (2014)

4<sup>th</sup> U.S. public (11<sup>th</sup> overall), Placement after Three Months, *U.S. News & World Report* (2013)

13<sup>th</sup> U.S. overall Best MBA Job Placement, *Bloomberg Businessweek* (2012)

28<sup>th</sup> U.S. overall Top B-Schools with the Highest-Paid MBAs, *Bloomberg Businessweek* (2012)

MBA students are sophisticated consumers of higher education and recognizing the return on investment, they are willing to pay for our program given its high rankings, strong career services, and outstanding placement record. Even with the proposed fee increase, and assuming our competitors do not raise their tuition and fees at all, we will remain the most affordable highly ranked MBA program in the country.

**Use of Additional Revenues**

- **Experiential learning.** The incremental fee revenue will be used to pay for a critical experiential learning event. Each year, our students use the Disaster City facility operated by TEEX, to learn about leadership in crisis situations. We augment the learning with a class on crisis communication. The training is invaluable and frequently named "most impactful event" by alumni. In the past, the program costs were defrayed with a barter arrangement with TEEX. That arrangement has ended and will not be renewed and we will now have to pay the full cost of this event.
- **New career preparation for students.** Historically, Mays A&M students have competed for jobs primarily in the Texas market. Most of the positions are in general business and management. As we strive to increase our reputation and ranking, we must place students in consulting and investment banking positions. Currently, we do not fully prepare students for the more rigorous case-based interview process. We will use additional fee revenue to develop and deliver needed career preparation courses. Additionally, we will hire a number of career coaches to work one on one with high potential students. This will improve the visibility of our students and the average salary, both of which will improve our rankings. Lastly, we will buy the latest career search software that all of our competitors use.

- **Leadership curriculum improvements.** The incremental fee revenue will be used to pay curricular costs for leadership content. In the past year, we have significantly increased the leadership content in our curriculum. We now offer an Individual Leadership Development course that is mandatory for all students. To create low-cost electives, we will hire content experts who will offer short courses on a variety of topics. We will pay honorariums to these experts in lieu of hiring additional faculty.
- **Inflationary increases.** The incremental fees will be used to defray increased costs of marketing and brand promotion that will support more aggressive recruiting efforts.

## II. Public hearing and/or student referendum requirements

The fee increase will be communicated to all current MBA students. We will present the proposal to them and solicit their input.

We propose that any fee increases be applied only to new students. Current students would be exempt from the fee increase. The total cost of the program (tuition and fees) is communicated to prospective students through the MBA program's website and the Texas A&M University website. MBA program costs for the Mays MBA and other nationally competitive programs are widely publicized in national and international outlets that rank MBA programs and related websites.

## III. Budget impact if fee request is not approved

The MBA program will not be able to compete effectively with leading programs and improve its national prominence without the fee increase.

## IV. Justification for ending balance

We do not anticipate an ending balance in the long term, other than a moderate operating reserve. Our year-end GL balance has historically been low when compared to our operating budget. We had a moderate operating reserve in FY 2015.

# TEXAS A&M UNIVERSITY AT GALVESTON

## Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
7.2	Tuition & Fee Rates		See page 7.2 for specific rates.		
7.5	Differential Designated Tuition				
	Fall & Spring	SCH	\$25.00	\$20.00	\$45.00
	Summer	SCH		rate not to exceed \$45.00	
	<b>*Designated Tuition is being reduced to align with Texas A&amp;M University and Differential Designated Tuition is being increased so this change will be revenue neutral for Texas A&amp;M University at Galveston.</b>				
7.6	Advising Fee	SEM	New		\$20.00
	Graduate Advising Fee	SCH	\$2.00	(\$2.00)	Eliminated
7.10	Graduate Program Fee				
	Fall & Spring	SCH	New		\$60.00
	Summer	SCH	New		\$30.00
	<b>*Graduate Designated Tuition is being reduced to align with Texas A&amp;M University. A portion of the new Graduate Program Fee (\$13.00/SCH) will be used to offset the decrease in Graduate Designated Tuition.</b>				
7.12	Vessel Use Fee	SCH	\$13.00	\$2.00	\$15.00
	Fall, Spring & Summer Max (maximum at 12 SCH's)	SEM	\$156.00	\$24.00	\$180.00
7.14	Health Services Fee				
	Fall & Spring	SEM	\$40.50	\$4.00	\$44.50
	Summer	SEM	\$20.25	\$2.00	\$22.25
7.16	Student Center Complex Fee				
	Fall & Spring	SEM	\$40.00	\$60.00	\$100.00
	Summer	SEM	\$20.00	\$30.00	\$50.00

SCH - Semester Credit Hour

SEM - Semester

# TEXAS A&M UNIVERSITY AT GALVESTON

Tuition & Fees  
2.2% Annual HEPI Increase

## FY 2017 (Fall 2016)

<b>FY 2017 New Optional One Year Rate Undergraduate Entering Cohort</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Resident	\$ 4,994	\$ 5,095
Non-Resident <sup>2</sup>	11,130	11,596

<b>FY 2017 Guaranteed Tuition &amp; Fee Rate Undergraduate Entering Cohort</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Resident	\$ 4,994	\$ 5,256
Non-Resident <sup>2</sup>	11,130	12,075

<b>FY 2017 Graduate Tuition and Fees</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Resident	\$ 2,901	\$ 3,398
Non-Resident <sup>2</sup>	6,474	7,050

<sup>1</sup> Current authorized rates are based on 15 SCHs for undergraduate students and 9 SCHs for graduate students.

<sup>2</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

Note: Undergraduate students enrolled less than full-time may pay a lower rate.

Graduate students taking more or less than 9 SCH will pay different rates than shown.

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## FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Guaranteed Tuition & Fee Rates – Designated Tuition  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University at Galveston (TAMUG) proposes an increase of 2.2%. This increase impacts new undergraduate students transferring or enrolling for the first time, undergraduate students not completing their program within the specified timeframe, and all graduate students. The proposal does not impact any currently enrolled undergraduate students who have not exceeded the specified timeframe of the degree program.

The increased revenue will be used to continue to improve our ability to graduate students on a timely basis, provide students with more intimate learning opportunities through smaller classes, and provide students with the opportunity for transformational learning experiences during their studies. Some examples of investments that are contemplated under this increase include:

- Hiring additional faculty to address anticipated growth with an emphasis on recruiting niche researchers
- Additional investments in recruiting toward our goal of 3000 students and
- Investments in academic enhancement programs to address retention and graduation rates.

II. Public hearing and/or student referendum requirements

A public hearing to present this fee request will be held at Texas A&M University at Galveston Campus on October 26, 2015.

III. Budget impact if fee request is not approved

If the proposed fee request is not approved, TAMUG's strategic plans to focus on an increasing and more meaningful student enrollment (students truly committed to the degrees offered at TAMUG) and enhance research at the Galveston Campus will be delayed.

IV. Justification for ending balance

Tuition and fee reserves are relatively small when compared to the need for such reserves. Designated Tuition reserves are not adequate to cover the minimum 3 months of working capital for this campus. Overall reserve balances increase those reserves to between 5 and 6 months which is the level the Galveston Campus aspires to achieve in order to protect the campus from natural disaster risk.

V. Additional information

Per section 54.051(d) of the Texas Education code, non-resident rates are contingent on state-mandated statutory tuition rates calculated by the Texas Higher Education Coordinating Board (THECB) for non-resident students enrolled in Texas public universities.

Request for Inflation Rate Increase on Guaranteed Tuition Plan  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
 Guaranteed Tuition & Fees - Designated Tuition

Current Guaranteed

Plan: Various

Proposed

Guaranteed Plan: Various

Basis: sem (sch, sem, student, etc.)

Number UG Freshmen Students Affected:	600
# UG Students Billed Annually	1,140
Number G Students Affected:	170
# G Students Billed Annually	323

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual				
Estimated	1,827,502	1,827,420		1,827,420
Revenues				
Fees	12,261,918	12,261,918	275,121	12,537,039
Total Revenues	12,261,918	12,261,918	275,121	12,537,039
Expenses				
Salaries & Wages	1,900,000	1,957,000	140,000	2,097,000
Fringe Benefits	570,000	587,100	75,000	662,100
Departmental Operations	5,300,000	5,500,000	0	5,500,000
Utilities	2,040,000	2,190,000	0	2,190,000
Set Asides	2,452,000	2,452,000	54,140	2,506,140
Total Expenses	12,262,000	12,686,100	269,140	12,955,240
Increase/Decrease in Balance				
Revenues less Expenses	(82)	(424,182)	5,981	(418,201)
ENDING BALANCE	1,827,420	1,403,238		1,409,219

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Designated Tuition & Differential Designated Tuition  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The following changes are being requested by the Texas A&M University at Galveston (TAMUG) Campus in order to align our designated tuition rates and structure with the main campus. In the future any request for changes to Designated Tuition will be brought to the Board of Regents as one University and will apply to all Texas A&M University Colleges including the Galveston branch campus. The following changes are being requested:

1. A reduction in TAMUG Designated Tuition rate and a corresponding increase in TAMUG Differential Tuition rate that will result in a Designated Tuition rate that is equivalent to the main campus. Minimal impact on revenue is expected since the reduction in the designated rate is offset by an increase in the Differential Tuition Rate.
2. Conversion to a Designated Tuition flat rate for undergraduate students taking 8-11 semester credit hours. This change will motivate students to take more semester credit hours resulting in shorter time to graduation.
3. Conversion to a Designated Tuition flat rate for undergraduate students taking 12 or more semester credit hours. This change will incentivize students to take more semester credit hours resulting in shorter time to graduation.

An overall analysis of the impact on Galveston revenue has been completed and the analysis indicates minimal overall impact of these changes for a student taking 15 semester credit hours. These changes, if approved will be applied to incoming FY 2017 freshmen and not to any previous cohorts.

II. Public hearing and/or student referendum requirements

A student forum will be held on October 26, 2015, to inform students of these changes.

III. Budget impact if fee request is not approved

Very little budget impact would occur if these changes were not approved. The overarching purpose of these changes is to align the Galveston Campus with the Designated Tuition rate structures of the main campus.

IV. Justification for ending balance

Designated Tuition reserve balances are small and no significant change is expected as a result of this realignment other than moving some revenue production to the Differential Fund.

V. Additional information



Request for New Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Advising Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The Galveston Campus is implementing a new centralized advising program in the Fall 2015 for all students with less than 30 hours on degree plan and all General Academics (GACD) students.

The population directly affected by the new centralized advising program includes:

GACD:	116
New Freshmen:	539
New transfer:	142
U1 holdovers:	90
Total	887 (approx. 900 headcount)

Our current Advising and Academic Service Staff include:

Staff Member (Functions)	% time dedicated to advising
Kate Normandin (Director functions, TSI, Math placement, NSC coordination, etc.)	20%
Laurissa Noack (SI, Tutoring, testing, deficiency)	20%
Mayen Udoetuk (SAIL, provisional admits, CAEN courses, Learning communities)	20%
Caroline White (UGRS, LSAMP, High impact practices, QEP)	20%
Erin Coker (NEW person- starts week of Oct. 19 – General Advising)	100%
Amanda Yanas (General Advising)	100%
Barbara Dover (Honors program coordinator)	50%
Total FTE Advising	3.2FTE

Current ratio under this model is approximately ~280/1. There are approximately 1,261 students outside the centralized advising area that are advised by the faculty fellows, faculty, Asst. Dept. Heads, and several staff positions. Advisors from Academic Enhancement (ACEN) now serve as resources for these departmental advisors and support continued advising throughout the curriculum. As we anticipate hosting 150-170 engineers in residence next year, the advising ratio, without any staffing changes, would reach approximately 325/1.

With the goal of helping our students graduate faster and with lower debt, Texas A&M University at Galveston is committed to providing a modern and efficient student learning experience founded on academic excellence. We pledge to uphold the Aggie tradition and standards and contribute to a dynamic student learning community. To that effect, we recognize the need to improve our student performance outcomes and as such have identified specific targets in our 2015-2020 Strategic Plan (see Goal 1 and associated strategies below) that seek to accelerate changes in our student performance measures. For example, our average time to degree in Galveston (4.6 years) and average student credits hours to a bachelor's degree is 147. These values do not compare favorably to those of main campus (4.1 years and 130 SCHs, respectively). Although gains have been noted in some programs (e.g. Marine Sciences with a time to degree moving from 4.9 years in 2008-2009 to 4.2 years in 2014-2015; Maritime Administration from 5.1 in

2009-2010 to 4.3 in 2014-2015), we need to consistently move all programs towards a 4 years completion mark and reduce the average SCHs to 120-130.

**GOAL 1. Student Learning and Success.** An alumni survey by Hanover Research reinforces Texas A&M University at Galveston's effectiveness at producing successful graduates. A large majority of Texas A&M University at Galveston alumni (83%) agree that their education helped them prepare effectively for continued personal and professional growth. Seventy-five percent of alumni agree that they gained insight into real-world experiences through projects and simulations. Almost all Texas A&M University at Galveston alumni surveyed were either employed (87%) or attending graduate school (8%), with 78% of working alumni employed in a related field. With a goal of helping our students graduate faster and with lower debt, Texas A&M University at Galveston is committed to providing a modern and efficient student learning experience founded on academic excellence. We pledge to uphold the Aggie tradition and standards and contribute to a dynamic student learning community.

**Strategy 2: A Stellar First Year Experience.** We will enhance the first-year experience to better prepare students for success in their careers at Texas A&M University at Galveston and beyond.

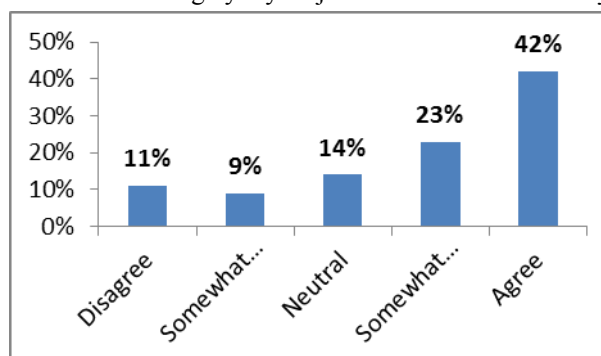
**Measure:** Texas A&M University at Galveston 1st year retention, in Galveston programs, will be at least 70%, and reach 90% or better when programs on the entire campus are included.

**Strategy 3: Efficient Curriculum.** Departments will revise their curricula to ensure efficiencies in scheduling and prevent scheduling roadblocks to a timely graduation (e.g. Foundation courses offered irregularly or in odd years).

**Measure:** Time to degree at Texas A&M University at Galveston will decrease from its overall average of  $4.5 \pm 0.2$  years down to 4.0-4.2 years for all undergraduate programs in order to better serve our student population by helping them graduate faster and with lower debt.

**Strategy 4: Centralized Advising, Recruiting and Mentoring.** The recent survey of alumni who graduated from 2010-2014 found that over one-third did not find their academic advising satisfactory, suggesting that this can be an area of improvement for Texas A&M University at Galveston. We will strengthen the advising and mentoring relationship between professional, centralized advisors and faculty advisors in academic departments to keep pace with the growing student population and diversity. We will recruit students for success, both for Texas A&M University at Galveston and Texas A&M University degrees.

"Academic advising by my major advisor was satisfactory"



Survey of TAMUG alumni graduating between 2010 and 2014, conducted in 2015 by Hanover Research (n=297-303 representing 25% of total 2010-2014 cohort)

**Measure:** We will achieve a student satisfaction rating of 75% or more.

II. Public hearing and/or student referendum requirements

A public hearing (forum) will be held on October 26, 2015, to inform students of these changes.

III. Budget impact if fee request is not approved

Based on growth projections including our Engineering initiative over the next year, TAMUG will need additional advising to reach the goals stated above.

IV. Justification for ending balance

All ending balance revenue is moved into fund balance. A small reserve will be anticipated for unexpected needs.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
 Advising Fee

Proposed Fee:       \$20.00   for Fall and Spring  
                            \$20.00   for Summer  
 Basis:                     sem      (sch, sem, student, etc.)

Number of Students Affected:           600       
 Projected Student Enrollment:          1,140       
 Projected Semester Credit Hours:                   

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	22,800
Total Revenues	22,800
Expenses	
Salaries & Wages	15,000
Fringe Benefits	4,500
Total Expenses	19,500
Increase/Decrease in Balance (Revenues less Expenses)	3,300
ENDING BALANCE	3,300

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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Graduate Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

In order to align the operations of graduate programs between the two campuses we propose to align the tuition and fee structure of the Galveston Campus to that of the main campus. For example, at present the total tuition and fees for 9 graduate credit hours on the Galveston Campus totals \$2,903 whereas the same amount of credit hours in the College of Geosciences totals \$3,321. In comparison, the Mays Business School totals \$3,382. To eliminate differences in tuitions, we propose a \$60/SCH Graduate Program Fee, which includes \$13/SCH to adjust for a reduction of TAMUG's designated tuition to match those of TAMU, and \$47/SCH to adjust for the increase of TAMUG's program fee to match the total fees at TAMU.

Total revenue from the will be added to the GAT pool. TAMUG is in the process of an equity correction for GATs on its campus to match average salaries from Sciences and Geosciences (\$1,900/Mo) from a serious underpay schedule in FY 2015 at TAMUG (\$1,500). We are correcting this salary imbalance over FY 2016 and FY 2017 in similar increases per year.

II. Public hearing and/or student referendum requirements

A public hearing will be held on October 26, 2016, to inform students of these changes.

III. Budget impact if fee request is not approved

Salary increases for all GATS at the TAMUG campus will still need to be funded and other programs will be negatively affected if this funding is not approved. Additionally, the TAMUG campus graduate students will pay a lower rate than students in Texas A&M University graduate programs causing issues for Texas A&M enrolled students taking courses on the Galveston campus. We are attempting to eliminate this inconsistency.

IV. Justification for ending balance

Any ending balance is moved to fund balance so that a small reserve is available for unanticipated needs.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
 Graduate Program Fee

Proposed Fee:      \$60.00  for Fall and Spring  
                           \$30.00  for Summer  
 Basis:                    sch    (sch, sem, student, etc.)

Number of Students Affected:          150       
 Number of Student Billed Annually:          285       
 Projected Student Enrollment:         2,565      
 Projected Semester Credit Hours:         2,693    

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	161,595
Total Revenues	161,595
Expenses	
Salaries & Wages	120,000
Fringe Benefits	36,000
Total Expenses	156,000
Increase/Decrease in Balance (Revenues less Expenses)	5,595
ENDING BALANCE	5,595

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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Vessel Use Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University at Galveston requests an increase of \$2.00 per SCH to the Vessel Use Fee. The increase is needed in order to continue growth of the small vessel program whose mission is to provide an excellent platform for students to experience learning on the water. It is imperative that we continue to adequately fund this program in order to provide appropriate vessels and equipment in a well maintained and safe environment. The increase requested will give us the ability to fund the operations of new vessel acquisitions and enhance onboard academic classroom experiences by expanding vessel trip opportunities to longer duration and distance. In addition, revenue will be used to help support operation of the new R/V Trident vessel which is capable of supporting a wide variety of academic, research, and training opportunities, especially for longer duration and distance expeditions. Costs associated with the use of this vessel by undergraduate students will be funded by this fee.

II. Public hearing and/or student referendum requirements

No public hearing will be held October 26, 2015, to inform students of the proposed increase.

III. Budget impact if fee request is not approved

If the fee increase is not approved, operations will have to be curtailed and equipment acquisition and some maintenance will need to be deferred causing some vessels to be out of service longer hampering our ability to fulfill our mission of getting students on the water.

IV. Justification for ending balance

Any ending balance will be used for capital replacement of old and outdated vessels and will serve as a reserve for catastrophic equipment failure, i.e. un-repairable engine failure, etc.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Vessel Use Fee

**INTERNAL MAXIMUM:**

Current Fee: \$13.00 for Fall and Spring  
\$13.00 for Summer  
Proposed Fee: \$15.00 for Fall and Spring  
\$15.00 for Summer  
Basis: sch (sch, sem, student, etc.)

Current: \$156.00 for Fall and Spring  
\$156.00 for Summer  
Proposed: \$180.00 for Fall and Spring  
\$180.00 for Summer

Number of Students Affected: 600  
Current Semester Credit Hours: 12,960  
Projected Semester Credit Hours: 12,960

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	91,958	91,958		91,958
Revenues				
Fees	543,362	570,530	25,920	596,450
Total Revenues	543,362	570,530	25,920	596,450
Expenses				
Salaries & Wages	269,176	284,407	0	284,407
Fringe Benefits	80,694	85,120	0	85,120
Fuel/Lubricants	33,000	38,000	0	38,000
Maintenance/Repair	100,000	100,000	12,000	112,000
Capitol Repair/Replacement	18,000	18,000	10,000	28,000
Insurance	42,492	45,000	0	45,000
Total Expenses	543,362	570,527	22,000	592,527
Increase/Decrease in Balance Revenues less Expenses	0	3	3,920	3,923
ENDING BALANCE	91,958	91,961		95,881



Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Health Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University at Galveston's Health Services are contracted through the University of Texas Medical Branch in Galveston (UTMB). This arrangement provides a much more efficient and cost effective way to deliver Health Services to our students. We have been advised that UTMB will raise our contract rate for these services by \$3 per student. We were able to negotiate the increase in two phases: \$1.50 in the Fall 2015 and another \$1.50 increase in the Fall 2016. As a result, we are challenged to cover these increases with an increase to our Health Services Fee that will only be assessed to next year's incoming freshmen. The total impact of the increases to the UTMB contract will be approximately \$7,000 this year (2,340 students x \$1.50 increase x 2 semesters) and \$7,400 (2,457 students with 5% increase in enrollment x \$1.50 x 2 semesters) next year for an estimated total of \$14,400. As only new students will pay this increase, the dollar amount must be divided among anticipated new students (630 anticipated new students for fall 2016). \$14,400 divided by an average annual 630 freshmen students is approximately \$23.00 per new student or \$11.50 per semester. After reviewing our reserve balance, we believe we can offset this amount to some extent and propose raising the fee by only \$4.00 from \$40.50 to \$44.50 per semester for FY 2017. Revenue generated by the fee increase will go directly to pay for the increased cost of the contract.

II. Public hearing and/or student referendum requirements

The increase will be presented at a fee forum open to all students, and student government will be consulted at one of their meetings. The forum will be held prior to the November Board of Regents meeting. Since the amount of the increase is less than 10% of the amount charged last year, a public hearing by the Board of Regents is required in lieu of a referendum.

III. Budget impact if fee request is not approved

If the fee increase is not approved, the current contract will have to be renegotiated with no guarantee that the contract will continue forward if the fee increase is not approved. This will leave Texas A&M University at Galveston without Health Services. If the contract is able to be renegotiated, the result will be reduced service at a minimum. The extent of the reduction in services in such a scenario is unknown at this time.

IV. Justification for ending balance

Any ending balance will be held in reserve for instances just as this when fees are increased without sufficient notice to offset the increase. The increase of \$1.50 for FY 2016 will be paid from fund balance reserve generated in previous years.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
 Health Services Fee

Current Fee:	<u>\$40.50</u>	for Fall and Spring
	<u>\$20.25</u>	for Summer
Proposed Fee:	<u>\$44.50</u>	for Fall and Spring
	<u>\$22.25</u>	for Summer
Basis:	sem	(sch, sem, student, etc.)

Number of Students Affected:	600
# Students Billed Annually	1,080
Current Semester Credit Hours:	
Projected Semester Credit Hours:	

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	273,811	273,811		273,811
Revenues				
Fees	180,403	180,403	4,320	184,723
Total Revenues	180,403	180,403	4,320	184,723
Expenses				
Salaries & Wages	10,138	10,645	0	10,645
Fringe Benefits	3,041	3,133	0	3,133
Departmental Operations	167,224	175,645	0	175,645
Total Expenses	180,403	189,423	0	189,423
Increase/Decrease in Balance				
Revenues less Expenses	0	(9,020)	4,320	(4,700)
ENDING BALANCE	273,811	264,791		269,111

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
Student Center Complex Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The campus currently operates with a facility that is more accurately described as a foyer rather than a student center. Rapid enrollment growth has necessitated the expansion of the dining service area in the current student center so that the only area not reserved for dining services is a flag room/lounge area. Revenue from the increase will be used for the design and renovations necessary to change the current library into a student center. The building is centrally located and ideal for conversion, and plans for the design of a new library are currently underway. Funds will be used to develop a plan, design and renovate the building into a student center.

II. Public hearing and/or student referendum requirements

A student referendum was held on October 14 and 15, 2015. 503 students voted in the referendum with 469 voting in favor of the increase fee.

III. Budget impact if fee request is not approved

Student centers must be funded through private donation or through revenue generated by the Student Center Complex Fee. Taking into account the small enrollment of Texas A&M University at Galveston, the fact that the fee will be phased in with each class, and the current level of the fee, it will take a considerable amount of time to generate the necessary revenue to move forward with a design and renovation plan. If the fee request is not approved, the campus will see a significant delay in gaining a student center.

IV. Justification for ending balance

Any ending balance will be combined with the hope of generating sufficient revenue to move forward with a design and renovation.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY AT GALVESTON**  
 Student Center Complex Fee

Current Fee:       \$40.00   for Fall and Spring  
                         \$20.00   for Summer  
 Proposed Fee:    \$100.00  for Fall and Spring  
                         \$50.00   for Summer  
 Basis:                 sem     (sch, sem, student, etc.)

Number of Students Affected:                     600          
 # of Students Billed Annually:                 1,080        
 Current Semester Credit Hours:                                 
 Projected Semester Credit Hours:                            

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated	256,369	288,818		288,818
Revenues				
Fees	186,000	186,000	64,800	250,800
Total Revenues	186,000	186,000	64,800	250,800
Expenses				
Salaries & Wages	62,253	63,000	0	63,000
Fringe Benefits	18,863	19,000	0	19,000
Departmental Operations	68,435	69,000	3,000	72,000
Maintenance/Equipment	4,000	4,000	1,000	5,000
Total Expenses	153,551	155,000	4,000	159,000
Increase/Decrease in Balance				
Revenues less Expenses	32,449	31,000	60,800	91,800
ENDING BALANCE	288,818	319,818		380,618

# TEXAS A&M UNIVERSITY-CENTRAL TEXAS

## Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
8.2	Tuition & Fee Rates		See Page 8.2 for specific rates.		
8.6	Graduation Fee	STUDENT	\$40.00	\$10.00	\$50.00
8.8	Graduation Fee-Late Payment	PAYMENT	New		\$20.00
8.10	Installment Plan Late Fee	PAYMENT	New		\$20.00
8.12	Certificate Fee	STUDENT	New		\$25.00-\$100.00
8.14	Certification Fee	COURSE	New		\$25.00-\$150.00
8.16	Internship Fee	STUDENT	New		\$100.00 - \$3,000.00
8.18	Transcript Fee	TRANSCRIPT	New		\$3.00
8.20	Student Services Fee	SCH	\$18.00	\$1.80	\$19.80
	Fall, Spring & Summer Max (maximum set at 12 SCHs)	SEM	\$216.00	\$21.60	\$237.60
8.22	Recreational Sports Fee				
	Fall & Spring	SEM	New		\$100.00
	Summer	SEM	New		\$50.00
	<b>*Pending approval via student referendum.</b>				

SCH - Semester Credit Hour

SEM - Semester

# TEXAS A&M UNIVERSITY - CENTRAL TEXAS

Guaranteed Tuition and Fees

2.2% annual HEPI Increase

## FY 2017 (Fall 2016)

	Current Rates	Inflation Adjusted Proposed Rate
<b>FY 2017 New Optional One Year Rate</b>		
New UG Resident Student <sup>1</sup>	\$ 2,939	\$ 3,004
New UG Non-Resident Student <sup>1</sup>	7,900	8,074
New GR Resident Student <sup>2</sup>	4,088	4,190
New GR Non-Resident Student <sup>2</sup>	9,901	10,149

	Current Rates	Inflation Adjusted Proposed Rate
<b>FY 2017 Four Year Guaranteed Rate</b>		
New UG Resident Student <sup>1</sup>	\$ 2,939	\$ 3,104
New UG Non-Resident Student <sup>1</sup>	7,900	8,344
New GR Resident Student <sup>2</sup>	4,088	4,350
New GR Non-Resident Student <sup>2</sup>	9,901	10,536

	Current Rates	Inflation Adjusted Proposed Rate
<b>FY 2017 Three Year Guaranteed Rate</b>		
New UG Resident Student <sup>1</sup>	\$ 2,907	\$ 3,037
New UG Non-Resident Student <sup>1</sup>	7,818	8,167
New GR Resident Student <sup>2</sup>	3,976	4,178
New GR Non-Resident Student <sup>2</sup>	9,798	10,296

	Current Rates	Inflation Adjusted Proposed Rate
<b>FY 2017 Two Year Guarantee Rate</b>		
New UG Resident Student <sup>1</sup>	\$ 2,875	\$ 2,970
New UG Non-Resident Student <sup>1</sup>	7,737	7,994
New GR Resident Student <sup>2</sup>	3,934	4,083
New GR Non-Resident Student <sup>2</sup>	9,697	10,064

<sup>1</sup> Current authorized rates are based on 12 SCHs (capped tuition for undergraduates).

<sup>2</sup> Current authorized rates are based on 15 SCHs.

<sup>3</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

## FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Tuition and Fee Plans - Designated Tuition/University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

TAMUCT requests an increase of 2.2% in tuition and mandatory fees for the capped New Optional One Year Rate for all undergraduates and 2.5% increase in tuition and mandatory fees for the New Optional One Year Rate for all graduates. An increase of 2.2% compounded interest is requested for all Guaranteed Tuition Plans for undergraduates and 2.5% for graduates. TAMUCT caps resident and non-resident undergraduate tuition at 12 SCH. When factoring in all increases, the smallest increase is in the New Optional One Year Rate is \$64.66 based upon 12 SCHs or \$5.39 per SCH. TAMUCT proposes \$60.00 12 SCHs be applied to the University Services Fee and anything above \$60 be applied to Designated Tuition. Revenue will be used to cover inflationary increases in operational expenses for academic, student, and instructional support as well as financial aid set-asides.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid- to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

Although the 12 SCH cap has increased full-time enrollment, it has caused a strain on university operations. If the request is not approved, the university will be unable to meet the growing demands for technology, library resources, and departmental operations to support enrollment growth.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Tuition and Fee Plans - Designated Tuition

Current Fee: Varies for Fall and Spring  
Varies for Summer  
Proposed Fee: Varies for Fall and Spring  
Varies for Summer  
Basis: sch (sch, sem, student, etc.)

Number of Students Affected: 344  
Current Semester Credit Hours: 50,014  
Projected Semester Credit Hours: 55,419

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	5,493,062	5,657,853	42,328	5,700,181
Total Revenues	5,493,062	5,657,853	42,328	5,700,181
Expenses				
Salaries & Wages	2,158,016	2,372,754	0	2,372,754
Fringe Benefits	156,223	188,718	0	188,718
Departmental Operations	3,085,383	2,979,859	42,328	3,022,187
Equipment	93,440	116,522	0	116,522
Total Expenses	5,493,062	5,657,853	42,328	5,700,181
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0



## Tuition and Fee Plans - University Services Fee

Current Fee:	<u>\$53.75</u>	for Fall and Spring
	<u>\$53.75</u>	for Summer
Proposed Fee:	<u>\$58.75</u>	for Fall and Spring
	<u>\$58.75</u>	for Summer
Basis:	<u>sch</u>	(sch, sem, student, etc.)

Number of Students Affected:	344
Current Semester Credit Hours:	50,014
Projected Semester Credit Hours:	55,419

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	100,000	837,368		837,368
Revenues				
Fees	2,917,765	2,932,317	20,955	2,953,272
Total Revenues	2,917,765	2,932,317	20,955	2,953,272
Expenses				
Salaries & Wages	1,546,486	1,723,810	120,000	1,843,810
Fringe Benefits	227,560	255,319	31,477	286,796
Departmental Operations	305,421	828,617	86,328	914,945
Equipment	72,930	196,522	28,362	224,884
Scholarships	28,000	28,000	0	28,000
Total Expenses	2,180,397	3,032,268	266,167	3,298,435
Increase/Decrease in Balance				
Revenues less Expenses	737,368	(99,951)	(245,212)	(345,163)
ENDING BALANCE	837,368	737,417		492,205

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Graduation Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The proposed increase in the Graduation Fee will provide additional funding to cover costs related to the preparation for graduation and the graduation ceremony. Costs include ensuring degree requirements are met, resolving degree plan issues, diplomas, honor cords, programs, and facility rental for the commencement ceremony.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

The University currently provides three commencement ceremonies each year. Without additional funding, the university will have to consider eliminating the Summer commencement ceremony.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

The university does not have the facilities for commencement ceremonies and has to rent space for these celebrations.

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
 Graduation Fee

Current Fee:    \$40.00    for Fall and Spring  
                      \$40.00    for Summer  
 Proposed Fee: \$50.00    for Fall and Spring  
                      \$50.00    for Summer  
 Basis:           student    (sch, sem, student, etc.)

Number of Students Affected:                      691  
 Current Semester Credit Hours:                                         
 Projected Semester Credit Hours:                                    

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	9,696			
Estimated		4,089		4,089
Revenues				
Fees	27,480	27,640	6,910	34,550
Total Revenues	27,480	27,640	6,910	34,550
Expenses				
Salaries & Wages	6,856	6,856	1,371	8,227
Fringe Benefits	5,065	5,065	2,081	7,146
Departmental Operations	21,166	19,808	3,000	23,266
Total Expenses	33,087	31,729	6,452	38,639
Increase/Decrease in Balance				
Revenues less Expenses	(5,607)	(4,089)	458	(4,089)
ENDING BALANCE	4,089	0		0

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Graduation Fee Late Payment  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The proposed Graduation Fee Late Payment is a new fee for students filing for degree conferral after the deadline. This late fee will be charged in addition to the regular graduation fee. Students can file for degree conferral any time during the semester with a deadline of approximately two weeks prior to the actual graduation date. Students choosing to file late cause a hardship on the department which must struggle to get degree plans verified, get information from the faculty regarding course status, and programs printed prior to graduation.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

Although this fee will not impact the budget on a large scale, it will assist with graduation related expenses and provide an incentive for students to file for degree conferral on time.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
 Graduation Fee Late Payment

Proposed Fee:      \$20.00  for Fall and Spring  
                            \$20.00  for Summer  
 Basis:              student  (sch, sem, student, etc.)

Number of Students Affected:         60      
 Projected Student Enrollment:                 
 Projected Semester Credit Hours:           

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	1,200
Total Revenues	1,200
Expenses	
Departmental Operations	1,200
Total Expenses	1,200
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Installment Plan Late Payment  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The proposed Installment Plan Late Payment Fee will be used to cover expenses related to the collection of late payments. Texas A&M University-Central Texas provides students the option of paying tuition and fees through an installment plan. Currently there is no penalty charged to students who are late on these payments. The late payment fee will be applied to every late payment.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

If the fee is not approved, the university will continue to cover the expenses related to the collection of past due tuition and fees.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
 Installment Plan Late Payment

Proposed Fee:       \$20.00   for Fall and Spring  
                             \$20.00   for Summer  
 Basis:               student   (sch, sem, student, etc.)

Number of Students Affected:         150      
 Projected Student Enrollment:                         
 Projected Semester Credit Hours:                   

---

	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	3,000
Total Revenues	3,000
Expenses	
Departmental Operations	3,000
Total Expenses	3,000
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Certificate Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The proposed Certificate Fee will range from \$25 to \$100 and will be used for supporting courses which require students to master a predetermined set of skills to be used in the job market. Initially, the fee will be used for a graduate certificate in Health Administration, but as the university continues to meet the needs of the region, more courses with certificates will be needed to ensure students have the required skill set needed by employers.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

If the fee is not approved, the university will continue to build programs with rigorous courses to ensure employers' needs are met.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information



Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Certificate Fee

Proposed Fee:    \$25-\$100 for Fall and Spring  
                         \$25-\$100 for Summer  
Basis:                student (sch, sem, student, etc.)

Number of Students Affected:    25  
Projected Student Enrollment:                
Projected Semester Credit Hours:           

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	1,875
Total Revenues	1,875
Expenses	
Departmental Operations	1,875
Total Expenses	1,875
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Certification Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The proposed Certification Fee will range from \$25 to \$150 and will be used to support courses which provide specific coursework and programs related to certifications for job related activities or specialized disciplines. Departments have had to collect funds from students and then submit those funds to a certifying agency because the agency would not accept funds directly from the students. By creating a Certification Fee which can be charged on a specifically designated course, the fee can then be billed along with tuition and other fees at the beginning of the semester which provides students the opportunity to pay the fee through financial aid or scholarships.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

If the fee is not approved, the university will be limited in its ability to provide certifications which may impact future programs.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Certification Fee

Proposed Fee:     \$25-\$150 for Fall and Spring  
                         \$25-\$150 for Summer  
Basis:               course (sch, sem, student, etc.)

Number of Students Affected:     75  
Projected Student Enrollment:                 
Projected Semester Credit Hours:           

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	9,375
Total Revenues	9,375
Expenses	
Departmental Operations	9,375
Total Expenses	9,375
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Internship Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The proposed Internship Fee of \$100 to \$3,000 would be charged to all students that enroll in the programs requiring internships. Texas A&M University – Central Texas' (TAMUCT) teacher alternative certification program will be the first to use the internship fee. This fee would be used to cover the cost of interns' supervisors and their travel related expenses when classroom observations are required.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

The alternative certification program will be jeopardized without the additional funding. TAMUCT does not have the resources to pay the personnel overseeing interns and their travel costs in this growing program. Interns can be located throughout the region.

IV. Justification for ending balance

Four intern supervisors will be budgeted initially; however, since the interns can be placed throughout the region, it is possible that more supervisors may be required if interns are placed outside the region.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
 Internship Fee

Proposed Fee:     \$100 - \$3,000 for Fall and Spring  
                          \$100 - \$3,000 for Summer  
 Basis:                 student (sch, sem, student, etc.)

Number of Students Affected:             20  
 Projected Student Enrollment:                         
 Projected Semester Credit Hours:                   

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	60,000
Total Revenues	60,000
Expenses	
Salaries & Wages	24,000
Fringe Benefits	2,143
Departmental Operations	30,000
Total Expenses	56,143
Increase/Decrease in Balance (Revenues less Expenses)	3,857
ENDING BALANCE	3,857

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Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Transcript Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The proposed Transcript Fee will be used to cover the expenses related to the printing of transcripts. Texas A&M University-Central Texas (TAMUCT) is proposing that all students receive two transcripts at no charge and charged \$3.00 each for any additional transcripts. All TAMUCT students are transfer students and many have attended multiple colleges and/or universities prior to attending TAMUCT. All coursework from all institutions related to the graduate's degree plan is listed on the TAMUCT transcript so the transcript can be very lengthy.

II. Public hearing and/or student referendum requirements

Student hearings will be scheduled in mid to late October prior to the Board of Regents meeting.

III. Budget impact if fee request is not approved

If the fee is not approved, the university will continue to fund the expenses related to transcripts.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
 Transcript Fee

Proposed Fee:        \$3.00   for Fall and Spring  
                            \$3.00   for Summer  
 Basis:              transcript (sch, sem, student, etc.)

Number of Students Affected:        1,600    
 Projected Student Enrollment:                  
 Projected Semester Credit Hours:             

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	4,800
Total Revenues	4,800
Expenses	
Departmental Operations	4,800
Total Expenses	4,800
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Student Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The increases to the Student Services Fee will enable the University to strengthen academic support and student success programs to our military and at-risks student populations. The university needs to strengthen Title IX educational programs to comply with state law, HB699, and to support and educate our growing diverse student populations, including bystander intervention. Additionally, the increases to the student service fee will enhance campus life and development programs.

II. Public hearing and/or student referendum requirements

By state law, Texas Ed Code: 54.503, the fee may be increased up to 10% without a student referendum. Texas Ed Code: 54.5032, (F) states The [Student Service Fee Advisory] Committee shall; 2.1: Recommend the type, amount, and expenditure of the compulsory fees to be charged for the next academic year. The Student Service Fee Advisory Committee will vote in Fall 2016 followed by a student hearing.

III. Budget impact if fee request is not approved

If the increase is not approved, the university will be unable to enhance the quality and amount of tutoring and retention programs for retaining our military and at-risk student population. The university will struggle to comply with the minimal standards set forth in HB699 and the VAWA (Violence Against Women Act). Additionally, the student need for new student life programs and events will not be met.

IV. Justification for ending balance

Any ending balance will be a result of salary savings from vacant positions throughout the year.

V. Additional information

The Student Service Fee is currently charged to all students at a rate of \$18.00/SCH and capped at 12 semester credit hours (max charge of \$216.00). The potential new rate will be charged to all students at \$19.80/SCH and capped at 12 semester credit hours (max charge of \$237.60). This fee is consistent between the Texas A&M System Universities (average of \$20.00/SCH).



Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Student Services Fee

Current Fee:     \$18.00    for Fall and Spring  
                       \$18.00    for Summer  
Proposed Fee:    \$19.80    for Fall and Spring  
                       \$19.80    for Summer  
Basis:             sch        (sch, sem, student, etc.)

Number of Students Affected:                     1,200  
Current Semester Credit Hours:                   50,014  
Projected Semester Credit Hours:                 55,419

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	60,000			
Estimated		4,012		4,012
Revenues				
Fees	723,614	790,000	35,000	825,000
Total Revenues	723,614	790,000	35,000	825,000
Expenses				
Salaries & Wages	434,967	434,946	23,817	458,763
Fringe Benefits	152,238	152,238	4,863	157,101
Departmental Operations	192,397	192,927	18,766	211,693
Total Expenses	779,602	780,111	47,446	827,557
Increase/Decrease in Balance				
Revenues less Expenses	(55,988)	9,889	(12,446)	(2,557)
ENDING BALANCE	4,012	13,901		1,455

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Recreational Sports Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

Texas A&M University – Central Texas (TAMUCT) is requesting approval of a Recreational Sports Fee to be charged beginning in the Fall 2016. The proposed flat rate is \$100 for each fall and spring semester and \$50 for each summer semester. The fee will enable the university to begin offering recreational sports activities, including, but not limited to: intramural activities, club sports, exercise programs, and fitness programs. Additionally, the Recreational Sports Fee will provide support for the operations and maintenance of fitness and exercise spaces.

II. Public hearing and/or student referendum requirements

By state law, Texas Ed Code: 54.503, the fee may be increased up to 10% without a student referendum. Texas Ed Code: 54.5032, (F) states The [Student Service Fee Advisory] Committee shall; 2.1: Recommend the type, amount, and expenditure of the compulsory fees to be charged for the next academic year. The Student Service Fee Advisory Committee will vote in Spring 2016 followed by a student referendum.

III. Budget impact if fee request is not approved

If the new fee is not approved, the University will be unable to provide fitness and recreational programs to students.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

This fee is consistent with the Texas A&M System Universities (average is \$119.30 for a Fall or Spring semester and \$67.15 for Summer semesters).

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**  
Recreational Sports Fee

Proposed Fee:     \$100.00 for Fall and Spring  
                           \$50.00 for Summer  
Basis:                sem (sch, sem, student, etc.)

Number of Students Affected:     1,200  
Projected Student Enrollment:     2,675  
Projected Semester Credit Hours:   56,972

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	300,000
Total Revenues	300,000
Expenses	
Salaries & Wages	150,000
Fringe Benefits	45,000
Departmental Operations	85,000
Equipment	20,000
Total Expenses	300,000
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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**TEXAS A&M UNIVERSITY - COMMERCE**

Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
9.2	Tuition & Fee Rates		See page 9.2 for specific rates.		
9.5	University Services Fee	SCH	varies	\$5.00	varies

SCH - Semester Credit Hour

SEM - Semester

**TEXAS A&M UNIVERSITY - COMMERCE**

Guaranteed Tuition and Fees

2.2% annual HEPI Increase

**FY 2017 (Fall 2016)**

<b>FY 2017 New Optional One Year Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 3,716	\$ 3,874
New GR Resident Student	4,317	4,489

<b>FY 2017 Four Year Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 3,716	\$ 4,004
New GR Resident Student	4,317	4,639

<b>FY 2017 Two Year Guarantee Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New Transfer Student	\$ 3,638	\$ 3,836
New Nursing UG Student	4,112	4,325
New Graduate Resident Student	4,277	4,496

<sup>1</sup> Current authorized rates are based on 15 SCHs.

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**FY 2018 (Fall 2017)**

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-COMMERCE**  
Guaranteed Tuition & Fee Rates – University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The additional revenue generated from the guaranteed tuition and fee plans will be used to help offset fringe benefit cost increases, retain high quality faculty and staff, support program development, and enhance improvements in information technology.

II. Public hearing and/or student referendum requirements

An open forum was held on October 20, 2015 to discuss the proposed tuition and fee changes. The purpose of the forum is to solicit input from students, faculty and other members of the university community on the proposed changes in the fee structure.

III. Budget impact if fee request is not approved

If the fee increase is not approved, the University may not be able to enhance programs or to retain high quality faculty and staff.

IV. Justification for ending balance

No significant ending balances are projected.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-COMMERCE**  
Guaranteed Tuition & Fee Rates - University Services Fee

Current Fee:     Varies for Fall and Spring  
                       Varies for Summer  
Proposed Fee:   Varies for Fall and Spring  
                       Varies for Summer  
Basis:             sch (sch, sem, student, etc.)

Number of Students Affected:                     2,700  
Current Semester Credit Hours:                   58,927  
Projected Semester Credit Hours:                 60,000

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Fees	8,600,000	8,700,000	235,000	8,935,000
Total Revenues	8,600,000	8,700,000	235,000	8,935,000
Expenses				
Salaries & Wages	1,692,061	1,742,823	135,000	1,877,823
Fringe Benefits	508,614	554,706	100,000	654,706
Departmental Operations	4,817,459	4,817,459	0	4,817,459
Maintenance/Equipment	681,866	785,012	0	785,012
Reserved - Years 2-4 of Guarantee	900,000	800,000	0	800,000
Total Expenses	8,600,000	8,700,000	235,000	8,935,000
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-COMMERCE**  
University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

As a result of requests from students, a \$5.00/SCH increase in the University Services Fee is being requested. Revenue generated from the guaranteed tuition and fee plans will be used to provide a campus shuttle system which would allow for convenient and safe access to academic and residential buildings. Revenue will also be used to cover the costs of providing and operating student health and counseling services. Services to students include, but are not limited to, telephone call-in counseling service, expanded psychiatric care, 24-hour nurse hotline, and on-site Health Educator for the main campus.

II. Public hearing and/or student referendum requirements

An open forum was held on October 20, 2015 to discuss the proposed tuition and fee changes. The purpose of the forum is to solicit input from students, faculty and other members of the university community on the proposed changes in the fee structure.

III. Budget impact if fee request is not approved

If the fee increase is not approved, the University may not be able to enhance programs or provide sufficient shuttle services for students.

IV. Justification for ending balance

Minimal ending balances are projected.

V. Additional information



Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-COMMERCE**  
University Services Fee

Current Fee:     Varies    for Fall and Spring  
                          Varies    for Summer  
Proposed Fee:   Varies    for Fall and Spring  
                          Varies    for Summer  
Basis:             sch        (sch, sem, student, etc.)

Number of Students Affected:                     2,700  
Current Semester Credit Hours:                   58,927  
Projected Semester Credit Hours:                 60,000

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Fees	8,600,000	8,700,000	230,000	8,930,000
Total Revenues	8,600,000	8,700,000	230,000	8,930,000
Expenses				
Salaries & Wages	1,692,061	1,742,823	100,000	1,842,823
Fringe Benefits	508,614	554,706	30,000	584,706
Departmental Operations	4,817,459	4,817,459	80,000	4,897,459
Maintenance/Equipment	681,866	785,012	20,000	805,012
Reserved - Years 2-4 of Guarantee	900,000	800,000	0	800,000
Total Expenses	8,600,000	8,700,000	230,000	8,930,000
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

# TEXAS A&M UNIVERSITY - CORPUS CHRISTI

## Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
10.2	Tuition & Fee Rates		See page 10.2 & 10.6 for specific rates.		
10.7	University Services Fee (Not Guaranteed)				
	Undergraduate Non-Resident Students	SCH	\$167.26	\$15.03	\$182.29
	Graduate Resident Students	SCH	\$153.51	\$7.84	\$161.35
	Graduate Non-Resident Students	SCH	\$168.43	\$16.75	\$185.18
10.9	Executive MBA Program Fee	COHORT	New		\$45,000.00
	<b>*In future years, the EMBA program will be set at a rate not to exceed 10% above the average cost of the Executive MBA programs at the University of Texas at San Antonio, University of Texas at Arlington, and Texas Tech University.</b>				
10.12	Athletics Fee	SCH	\$24.31	\$0.81	\$25.12
	Fall & Spring Max	SEM	\$315.00	\$11.56	\$326.56
	Summer Max	SEM	\$315.00	\$11.56	\$326.56

SCH - Semester Credit Hour

SEM - Semester

**TEXAS A&M UNIVERSITY - CORPUS CHRISTI**

Guaranteed Tuition and Fees

2.20% annual HEPI increase

**FY 2017 (Fall 2016)**

<b>FY 2017 New Optional One Year Rate Freshman/New Transfer Cohort</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
UG Resident Student - Nursing & Health Sciences	\$ 4,490	\$ 4,585
UG Resident Student - College of Business	4,388	4,483
UG Resident Student - All Others	4,310	4,405

<b>FY 2017 Four Year Guaranteed Rate Freshman/New Transfer Cohort</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
UG Resident Student - Nursing & Health Sciences	\$ 4,490	\$ 4,732
UG Resident Student - College of Business	4,388	4,630
UG Resident Student - All Others	4,310	4,553

<sup>1</sup> Undergraduate rates shown are based on 15 SCHs. Rates for students taking hours in excess of 15 SCHs will be calculated using the same methodology as rates proposed above.

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**FY 2018 (Fall 2017)**

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY – CORPUS CHRISTI**  
Guaranteed Tuition & Fees - Designated Tuition/University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Guaranteed tuition for incoming freshmen and new transfer students will be increased by the approved CPI. The new rate will apply to all incoming freshmen and all new transfer students, regardless of the number of hours they transfer over. The increase will be applied to the University Services Fee and Designated Tuition both of which will be used to enhance the University's mission of instruction and research, as well as general support services.

II. Public hearing and/or student referendum requirements

A public hearing will be held on October 15, 2015 to present the increase in the guaranteed tuition and other fee plans to students.

III. Budget impact if fee request is not approved

If the increase in the Guaranteed Tuition Plan is not approved, growth of the University may be put on hold as the ability to add new faculty, staff, and services will be limited.

IV. Justification for ending balance

Due to enrollment growth and increased faculty and staffing needs, significant ending balances are not expected. Any ending balances will be used to create a reserve for future terms, as the plan is an average rate over the applicable length of the guaranteed plan, and will serve as support for unanticipated emergencies.

V. Additional information

## Guaranteed Tuition & Fees - Designated Tuition

Current Fee:	<u>Varies</u>	for Fall and Spring
	<u>Varies</u>	for Summer
Proposed Fee:	<u>Varies</u>	for Fall and Spring
	<u>Varies</u>	for Summer
Basis:	sch	(sch, sem, student, etc.)

Number of Students Affected:	291
Current Semester Credit Hours:	285,000
Projected Semester Credit Hours:	285,000

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	12,000,000	12,729,875		12,729,875
Revenues				
Tuition	35,463,753	35,463,753	98,797	35,562,550
Remissions & Waivers	(6,408,087)	(6,408,087)	(17,852)	(6,425,939)
Total Revenues	29,055,666	29,055,666	80,945	29,136,611
Expenses				
Salaries & Wages	11,474,601	11,818,839	56,661	11,875,500
Fringe Benefits	2,281,080	2,349,512	24,283	2,373,796
Departmental Operations	10,082,679	10,385,159	0	10,385,159
Travel	479,138	479,138	0	479,138
Equipment	2,434	2,507	0	2,507
Scholarships	160,000	164,800	0	164,800
Utilities	372,094	383,257	0	383,257
Total Expenses	24,852,026	25,583,213	80,945	25,664,158
Increase/Decrease in Balance				
Revenues less Expenses	4,203,640	3,472,453	0	3,472,453
Transfers Out	(3,473,765)	(3,473,765)		(3,473,765)
ENDING BALANCE	12,729,875	12,728,563	0	12,728,563

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY - CORPUS CHRISTI**  
Guaranteed Tuition & Fee Rates - University Services Fee

Current Fee:     Varies    for Fall and Spring  
                          Varies    for Summer  
Proposed Fee:   Varies    for Fall and Spring  
                          Varies    for Summer  
Basis:             sch        (sch, sem, student, etc.)

Number of Students Affected:                     2,914  
Current Semester Credit Hours:                   285,000  
Projected Semester Credit Hours:                 285,000

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	3,000,000	4,447,607		4,447,607
Revenues				
USF Fees	17,535,342	17,535,342	635,570	18,170,912
Exemptions	(1,192,403)	(1,192,403)	(43,219)	(1,235,622)
Total Revenues	16,342,939	16,342,939	592,351	16,935,290
Expenses				
Salaries & Wages	6,178,860	6,364,226	414,646	6,778,872
Fringe Benefits	1,795,035	1,848,886	177,705	2,026,591
Departmental Operations	4,805,561	6,284,010	0	6,284,010
Travel	358,300	358,300	0	358,300
Equipment	530,000	545,900	0	545,900
Scholarships	54,000	55,620	0	55,620
Utilities	1,173,576	1,208,783	0	1,208,783
Total Expenses	14,895,332	16,665,725	592,351	17,258,076
Increase/Decrease in Balance Revenues less Expenses	1,447,607	(322,786)	0	(322,786)
ENDING BALANCE	4,447,607	4,124,821	0	4,124,821

# TEXAS A&M UNIVERSITY - CORPUS CHRISTI

Non-Guaranteed Students  
2.20% annual HEPI increase

## FY 2017 (Fall 2016)

Single-Year Increase Undergraduate Non-Resident Students <sup>5</sup>	Current Rates <sup>1</sup>	Proposed Rate <sup>2</sup>
UG Non-Resident Student - Nursing & Health Sciences	\$ 10,421	\$ 10,647
UG Non-Resident Student - College of Business	10,322	10,548
UG Non-Resident Student - All Others	10,247	10,473

Single-Year Increase Graduate Students	Current Rates 3	Proposed Rate 4
Graduate Resident Student - Nursing & Health Sciences	\$ 2,313	\$ 2,360
Graduate Resident Student - College of Business	2,229	2,276
Graduate Resident Student - All Others	2,139	2,186
Graduate Non-Resident Student - Nursing & Health Sciences <sup>5</sup>	4,742	4,843
Graduate Non-Resident Student - College of Business <sup>5</sup>	4,658	4,759
Graduate Non-Resident Student - All Others <sup>5</sup>	4,568	4,669

<sup>1</sup> Rates shown are based on 15 SCHs. Rates for students taking hours in excess of 15 SCHs will be calculated using the same methodology as rates proposed above.

<sup>2</sup> HEPI adjustment was set at 2.20% of the lowest current 15 hour undergraduate non-resident cohort rate and the dollar amount increase was applied to all other undergraduate non-resident cohorts to keep the same dollar amount of increase for all cohorts.

<sup>3</sup> Graduate rates shown are based on 6 SCHs. Rates for students taking hours in excess of 6 SCHs will be calculated using the same methodology as rates proposed above.

<sup>4</sup> HEPI adjustment was set at 2.20% of the lowest current 6 hour graduate resident and graduate nonresident cohort rate and the dollar amount increase was applied to all other graduate resident and graduate non-resident cohorts to keep the same dollar amount of increase for all similar cohorts.

<sup>5</sup> Per section 54.051(d) of the Texas Education Code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

## FY 2018 (Fall 2017)

FY 2018 Optional One Year/Guaranteed Rate	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY – CORPUS CHRISTI**  
University Services Fee – Not Guaranteed  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Current rates for students in non-guaranteed plans will be increased by the CPI and will be applied to the University Services Fee which will be used to enhance the University's mission of instruction and research, as well as general support services.

II. Public hearing and/or student referendum requirements

A public hearing will be held October 15, 2015 to present the increase in tuition and other fee plans to students.

III. Budget impact if fee request is not approved

If the fee increase is not approved, growth of the University may be put on hold as the ability to add new faculty, staff, and services will be limited.

IV. Justification for ending balance

Due to enrollment growth and increased faculty and staffing needs, significant ending balances are not expected. Any ending balances will be used to create a reserve for future terms, as the plan is an average rate over the applicable length of the guaranteed plan, and will serve as support for unanticipated emergencies.

V. Additional information



Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY - CORPUS CHRISTI**  
University Services Fee - Not Guaranteed

Current Fee:	<u>\$167.26</u>	Undergraduate Non-Resident
	<u>\$153.51</u>	Graduate Resident
	<u>\$168.43</u>	Graduate Non-Resident
Proposed Fee:	<u>\$182.29</u>	Undergraduate Non-Resident
	<u>\$161.35</u>	Graduate Resident
	<u>\$185.18</u>	Graduate Non-Resident
Basis:	<u>sch</u>	(sch, sem, student, etc.)

Number of Students Affected:	<u>2,536</u>
Current Semester Credit Hours:	<u>285,000</u>
Projected Semester Credit Hours:	<u>285,000</u>

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	3,000,000			
Estimated		4,447,607		4,447,607
Revenues				
USF Fees	17,535,342	17,535,342	469,830	18,005,172
Exemptions	(1,192,403)	(1,192,403)	(31,948)	(1,224,351)
Total Revenues	<u>16,342,939</u>	<u>16,342,939</u>	<u>437,882</u>	<u>16,780,821</u>
Expenses				
Salaries & Wages	6,178,860	6,364,226	0	6,364,226
Fringe Benefits	1,795,035	1,848,886	0	1,848,886
Departmental Operations	4,805,561	6,284,010	0	6,284,010
Travel	358,300	358,300	0	358,300
Equipment	530,000	545,900	437,882	983,782
Scholarships	54,000	55,620	0	55,620
Utilities	1,173,576	1,208,783	0	1,208,783
Total Expenses	<u>14,895,332</u>	<u>16,665,725</u>	<u>437,882</u>	<u>17,103,607</u>
Increase/Decrease in Balance				
Revenues less Expenses	<u>1,447,607</u>	<u>(322,786)</u>	<u>0</u>	<u>(322,786)</u>
ENDING BALANCE	<u>4,447,607</u>	<u>4,124,821</u>		<u>4,124,821</u>

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-CORPUS CHRISTI**  
Executive MBA Program Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The Texas A&M University – Corpus Christi College of Business will deliver an Executive MBA (EMBA) program beginning Fall 2016. Attributes of the weekend-based MBA program targeted to working professionals in South Texas include the following:

- 21 month, 42 hour program
- Inclusion of visiting executive lecturers in all courses offered in the program
- Weekend program with classes held every other weekend on Friday from 2:00 p.m. – 8:00 p.m. and Saturday 8:00 a.m. – 2:00 p.m.
- No additional charge for textbooks or classroom materials
- Meals, beverages, and snacks during weekend sessions included in tuition cost
- International Seminar module taught at our reciprocal exchange partner institution in Germany. Future partner schools can be incorporated into the program as they are developed. Air travel and hotel are included in the EMBA program fee.

The EMBA program fee will be used to offset the cost of delivering the program and the services provided as part of that program. The EMBA program will be self-supporting as a result of the EMBA program fee and regular graduate tuition and fees. The EMBA program fee will be used to cover expenses including the following:

- Personnel and operating expenses
- Travel expenses and honorariums for visiting executive lecturers
- Textbooks and instructional materials
- Student travel to participate in International Seminar
- Advertising and communications

II. Public hearing and/or student referendum requirements

The EMBA program fee will be charged to all students in the EMBA program beginning with the first class in Fall 2016. The EMBA program fee will be part of the information provided to all applicants to the program. With regular tuition and fees, the total cost of the EMBA program will be advertised at \$45,000 for the two year program.

III. Budget impact if fee request is not approved

Texas A&M University-Corpus Christi will not be able to offer the EMBA program if the EMBA program fee is not approved.

#### IV. Justification for Ending Balance

The attached budget sheet includes 60% of the Fall 2016 cohort revenues which are nominally greater than Year 1 expenses for the Fall 2016 cohort. In addition to the ending balance, the remaining 40% of the Fall 2016 cohort revenues will be used to fund the costs of Year 2 of the program. Year 2 costs of the Fall 2016 cohort are less than the cost of Year 1 due to only two terms being provided and efficiencies being realized in programmatic costs as subsequent cohorts are added.

#### V. Additional information

The EMBA program is a two year program with the first cohort beginning in Fall 2016 and graduating in Spring 2018. Research on competing AACSB accredited EMBA programs in Texas has disclosed that University of Texas at San Antonio offers the nearest such program to Corpus Christi. University of Texas at San Antonio is an aspirant school for the College of Business and one of which we intend to compete with in terms of breadth and quality of programs. Other schools that are aspirants in Texas we intend to compete with are University of Texas at Arlington and Texas Tech.

The revenue-cost-margin projections attached to this proposal estimate program tuition and fees at \$45,000. The competitive rate relative to our competitor set should allow us to offer superior value to prospective students in Corpus Christi, San Antonio, and the Rio Grande Valley. The basis of our value proposition is not only linked to competitive tuition and fee pricing, but to the program attributes discussed earlier in this request.

In future years, the EMBA program will be set at a rate not to exceed 10% above the average cost of the Executive MBA programs at the University of Texas at San Antonio, University of Texas at Arlington and Texas Tech University. The average tuition and fee rate for these institutions is currently \$57,300.

Request for New Student Fee  
**TEXAS A&M UNIVERSITY - CORPUS CHRISTI**  
 Executive MBA Program Fee

Proposed Fee: \$45,000.00 for Two-Year Program  
 Basis: cohort (sch, sem, student, etc.)

Number of Students Affected: 25  
 Projected Student Enrollment:             
 Projected Semester Credit Hours: 40

	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	675,000
Other Income - Application Fees	2,625
Total Revenues	677,625
Expenses	
Salaries & Wages	190,000
Fringe Benefits	23,600
Departmental Operations	457,853
Maintenance/Equipment	5,000
Total Expenses	676,453
Increase/Decrease in Balance (Revenues less Expenses)	1,172
ENDING BALANCE	1,172

NOTE - The calculation above shows total revenue for the two years but only the expenses for the first year. The ending balance will be used to fund the expenses of year 2 which total \$1,172. The ending balance at the end of year 2 is \$15,954.

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-CORPUS CHRISTI**  
Athletic Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The National Athletic Trainers Association (NATA) is changing the requirements to achieve the level of “certified athletic trainer”. Currently, an individual must only obtain a Bachelor’s Degree in Athletic Training to achieve this certification. Within the next few years all certified athletic trainers will be required to obtain a Master’s Degree in Athletic Training in order to be a certified trainer. Our Athletic Department will need to add three, full-time athletic trainers with a master’s degree in order to accommodate these changes. The estimated cost increase for adding these three full-time trainers is approximately \$181,000.00.

Additionally, International Student-Athlete health insurance has doubled over the past few years. In 2013-14, our insurance costs were approximately \$25,000.00 per year. In 2015-16, those costs rose to over \$50,000.00 per year. The State of Texas requires international students to have this insurance for health coverage.

Our institution has approximately 12-15 tuition & fee waivers, per the State of Texas (Hazelwood, Dual Credit, etc...). Students that meet the requirements will either have all or a portion of their tuition and/or fees waived. While the tuition/fee waiver programs are well intended and provide help to those in need, it does put a strain on the budgets of several departments within the university. For example, due to tuition/fee waivers the athletic department will receive approx. **\$500,000** less for the 2016-17 academic year and beyond.

II. Public hearing and/or student referendum requirements

A student government vote will be held on October 20, 2015. In addition, a public hearing will be held on October 15, 2015 to present all tuition and fee increases to students.

III. Budget impact if fee request is not approved

If fee request is not approved, the athletic department will have to cut approximately \$150,000 from its current budget over the next few years to accommodate the addition of full-time trainers and the cost increase of health insurance.

IV. Justification for ending balance

All fund balances are used to cover rising costs in maintaining and operating current athletic facilities.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY - CORPUS CHRISTI**  
Athletics Fee

**LEGISLATIVE/INTERNAL MAXIMUM:**

Current Fee: \$24.31 for Fall and Spring  
\$24.31 for Summer  
Proposed Fee: \$25.12 for Fall and Spring  
\$25.12 for Summer  
Basis: sch (sch, sem, student, etc.)

Current: \$315.00 for Fall and Spring  
\$315.00 for Summer  
Proposed: \$326.56 for Fall and Spring  
\$326.56 for Summer

Number of Students Affected: 11,500  
Current Semester Credit Hours: 285,000  
Projected Semester Credit Hours: 285,000

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	15,316		15,316
Revenues				
Fees	6,555,377	6,555,377	115,664	6,671,041
Exemptions	(478,543)	(478,543)	(28,456)	(506,999)
Other Income	1,496,700	1,496,700	0	1,496,700
Transfer	2,351,098	2,351,098	0	2,351,098
Total Revenues	9,924,632	9,924,632	87,208	10,011,840
Expenses				
Salaries & Wages	2,639,384	2,639,384	66,775	2,706,159
Fringe Benefits	785,325	785,325	20,433	805,758
Departmental Operations	5,593,924	5,593,924	0	5,593,924
Maintenance/Equipment	176,301	176,301	0	176,301
Debt Serv	714,382	714,382	0	714,382
Total Expenses	9,909,316	9,909,316	87,208	9,996,524
Increase/Decrease in Balance Revenues less Expenses	15,316	15,316	0	15,316
ENDING BALANCE	15,316	30,632		30,632

NOTE - Only those in Non-Guaranteed Tuition Plans will be affected  
Exemption Rate for FY 2017 - 7.6% and FY 2016 - was 7.3%

**TEXAS A&M UNIVERSITY-KINGSVILLE**

Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
11.2	Tuition & Fee Rates		See page 11.2 for specific rates.		
11.3	University Services Fee	SCH	varies	\$5.00	varies
11.5	Graduate Application Fee	STUDENT	\$50.00	\$10.00	\$60.00
11.7	Recreational Sports Fee				
	Fall & Spring	SEM	\$135.00	\$15.00	\$150.00
	Summer	SEM	\$67.50	\$7.50	\$75.00

**\*Pending approval via student referendum.**

SCH - Semester Credit Hour

SEM - Semester

**TEXAS A&M UNIVERSITY - KINGSVILLE**

Guaranteed Tuition and Fees

2.2% annual HEPI Increase

**FY 2017 (Fall 2016)**

<b>FY 2017 New Optional One Year Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 3,850	\$ 3,935
New UG Non-Resident Student <sup>2</sup>	10,095	10,317

<b>FY 2017 Four Year Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 3,850	\$ 4,066
New UG Non-Resident Student <sup>2</sup>	10,095	10,662

<sup>1</sup> Current authorized rates are based on 15 SCHs.

<sup>2</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

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**FY 2018 (Fall 2017)**

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-KINGSVILLE**  
Tuition and Fees - University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The HEPI increase of 2.2% will be applied to the University Services Fee for Fall 2016 in the same manner as it was for the previous year. Revenue from the increased fee will be used to cover increased costs due to inflation across university operations. Total estimated revenue from the CPI increase is based on an average of \$84 per 15 credit load average multiplied by an anticipated 1,270 freshmen for 2 semesters, approximately \$213,360.

In addition to the HEPI increase, we are requesting a \$5 per semester credit hour increase in University Services Fee for the Fall of 2016 to implement new student success initiatives to improve our first-time, full-time freshmen retention rate from 69% to 75% as a major focus of our new strategic plan. The \$5 per semester credit hour increase, combined with the inflationary rate increase, will result in a total increase of \$403,800 based on 1,270 freshmen at 15 semester credit hours.

II. Public hearing and/or student referendum requirements

A public hearing to discuss the proposed increase will be scheduled prior to the November Board of Regents meeting.

III. Budget impact if fee request is not approved

Texas A&M University-Kingsville is committed to meeting the educational needs of Texas; however, if the fee increase is not approved, and as university expenses increase, the University will need to consider reductions in personnel and operations.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-KINGSVILLE**  
Tuition and Fees - University Services Fee

Current Fee:      Varies for Fall and Spring  
                          Varies for Summer  
Proposed Fee:      Varies for Fall and Spring  
                          Varies for Summer  
Basis:                sem (sch, sem, student, etc.)

Number of Students Affected:                1,270  
Current Semester Credit Hours:              38,100  
Projected Semester Credit Hours:            38,100

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated	200,000	1,092,575		1,092,575
Revenues				
Fees	9,653,520	9,653,520	403,860	10,057,380
Total Revenues	9,653,520	9,653,520	403,860	10,057,380
Expenses				
Salaries & Wages	3,795,525	3,795,525	0	3,795,525
Fringe Benefits	1,081,076	1,081,076	0	1,081,076
Departmental Operations	3,479,644	3,479,644	403,860	3,883,504
Debt Service	221,000	221,000	0	221,000
Scholarships	183,700	183,700	0	183,700
Total Expenses	8,760,945	8,760,945	0	9,164,805
Increase/Decrease in Balance				
Revenues less Expenses	892,575	892,575	0	892,575
ENDING BALANCE	1,092,575	1,985,150		1,985,150

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-KINGSVILLE**  
Graduate Application Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

An increased graduate enrollment has created the need for additional funding to provide adequate resources to ensure successful educational outcomes for our graduate students. Revenue from the proposed increase will be used to promote new initiatives for student success and increased retention rates for graduate students.

II. Public hearing and/or student referendum requirements

The proposed increase to the Graduate Application Fee will be presented at the Student Fee Hearings scheduled prior to the November Board of Regents Meeting. The campus-wide hearings will be used to solicit input from students, faculty, and the university community on the proposed increase.

III. Budget impact if fee request is not approved

If the proposed fee increase is not approved, new initiatives to support graduate student success and retention will be limited to current funds.

IV. Justification for ending balance

Adequate ending balances will be maintained to ensure facility and program support to cover future, unforeseen funding requirements

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-KINGSVILLE**  
Graduate Application Fee

Current Fee: \$50.00 for Fall and Spring  
for Summer

Proposed Fee: \$60.00 for Fall and Spring  
for Summer

Basis: student (sch, sem, student, etc.)

Number of Students Affected: 6,912

Current Semester Credit Hours: \_\_\_\_\_

Projected Semester Credit Hours: \_\_\_\_\_

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	107,843		107,843
Revenues				
Fees	345,600	345,600	69,120	414,720
Total Revenues	345,600	345,600	69,120	414,720
Expenses				
Salaries & Wages	144,052	144,052	0	144,052
Fringe Benefits	40,705	40,705	0	40,705
Departmental Operations	53,000	53,000	69,120	122,120
Total Expenses	237,757	237,757	69,120	306,877
Increase/Decrease in Balance				
Revenues less Expenses	107,843	107,843	0	107,843
ENDING BALANCE	107,843	215,686		215,686

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-KINGSVILLE**  
Recreational Sports Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

An increase in the Recreational Sports Fee is requested to provide funding for the second phase of intramural sports field additions and a field house with improved lighting and bathrooms which we hope to construct in FY 2018, as included in our completed POR. Our enrollment growth has resulted in a number of requests for new intramural sports, which require new fields and operating funds.

II. Public hearing and/or student referendum requirements

A campus-wide referendum will be scheduled for Spring 2016, pending Board of Regents' approval of the increase to the Recreational Sports Fee.

III. Budget impact if fee request is not approved

No new intramural sports will be added if the fee increase is not approved.

IV. Justification for ending balance

Ending balances are kept at a minimum and act as a cushion for unanticipated expenditures that occur at the end of the academic year.

V. Additional information

Current Fee:	<u>\$135.00</u>	for Fall and Spring
	<u>\$67.50</u>	for Summer
Proposed Fee:	<u>\$150.00</u>	for Fall and Spring
	<u>\$75.00</u>	for Summer
Basis:	<u>sem</u>	(sch, sem, student, etc.)
Number of Students Affected:		<u>1,270</u>
Current Semester Credit Hours:		<u>          </u>
Projected Semester Credit Hours:		<u>          </u>

11.8

# TEXAS A&M UNIVERSITY - SAN ANTONIO

## Summary of Proposed Fee Changes

Effective Fall 2016

PAGE	FEE DESCRIPTION	BASIS	CURRENT	INCREASE	PROPOSED
12.2	Tuition & Fee Rates		See page 12.2 for specific rates.		
	<b>*The per SCH cap limit of 14 SCH's is being increased to 15 SCH's only for Designated Tuition. There is no change in the Designated tuition per SCH rate.</b>				
12.6	Designated Tuition Cap (Not Guaranteed)	SEM	\$1,302.98	\$93.07	\$1,396.05
	Undergraduate Non-Resident, Graduate Resident & Graduate Non-Resident Students				
	<b>*The per SCH cap limit of 14 SCH's is being increased to 15 SCH's only for Designated Tuition. There is no change in the Designated tuition per SCH rate.</b>				
12.8	University Services Fee (Not Guaranteed)				
	Undergraduate Students - Non-Resident	SEM	\$1,348.50	\$205.80	\$1,554.30
	Graduate Students - Resident	SEM	\$1,348.50	\$93.60	\$1,442.10
	Graduate Students - Non-Resident	SEM	\$1,348.50	\$222.30	\$1,570.80
12.10	TK20 One-Time Fee	STUDENT	New		\$100.00

SCH - Semester Credit Hour

SEM - Semester

# TEXAS A&M UNIVERSITY SAN ANTONIO

Guaranteed Tuition and Fees

2.2% annual HEPI Increase

## FY 2017 (Fall 2016)

<b>FY 2017 New Optional One Year Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate <sup>2</sup></b>
New UG Resident Student	\$ 3,727	\$ 3,809
New GR Resident Student	4,254	4,348

<b>FY 2017 Four Year Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 3,727	\$ 3,937
New GR Resident Student	4,254	4,494

<b>FY 2017 Three Year Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New UG Resident Student	\$ 3,727	\$ 3,937
New GR Resident Student	4,254	4,494

<b>FY 2017 Two Year Guarantee Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
New Transfer Student	\$ 3,727	\$ 3,937
New Graduate Resident Student	4,254	4,494

<sup>1</sup> Current authorized rates are based on 15 SCHs.

<sup>2</sup> In addition the self imposed designated tuition cap will be moved from 14 SCHs to 15 SCHs.

## FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY – SAN ANTONIO**  
Tuition & Fee Rates – University Services Fee & Designated Tuition Cap  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University – San Antonio (TAMU-SA) is requesting an increase to the Guaranteed Tuition & Fee rates at a rate of 5.62%, which will be applied to the University Services Fee. In addition, TAMU-SA is requesting approval to increase the Designated Tuition per SCH cap from 14 SCH's to 15 SCH's. The Designated Tuition rate will not change. Finally, TAMU-SA is requesting a New Optional One Year Tuition & Fee Rate Plan at an increase of 2.2%, which will be applied to the University Services Fee. Revenue generated from these increases will help offset inflationary costs as the new cohort of students is enrolled in the guaranteed tuition and fee plan beginning Fall 2016. TAMU-SA anticipates using the increased revenue to support faculty salaries and academic instruction.

II. Public hearing and/or student referendum requirements

A public hearing will be schedule prior to the November Board of Regents meeting to discuss the proposed tuition and increase with students.

III. Budget impact if fee request is not approved

If the increase is not approved, the FY 2017 budget impact will be minimal. However, the future year impact will result in revenue lagging behind inflation which will impact the University's ability to sufficiently provide and expand academic offerings for students.

IV. Justification for ending balance

No significant ending balances are anticipated as a result of the increased fee.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY - SAN ANTONIO**  
 2nd yr, 3rd yr, & 4th yr. Guaranteed Tuition & Fee Rates - University Services Fee

Current Fee:    \$ 3,727.05 for Fall and Spring  
                      \$ 3,677.05 for Summer  
 Proposed Fee: \$ 3,936.51 for Fall and Spring  
                      \$ 3,883.70 for Summer  
 Basis:            sch (sch, sem, student, etc.)

Number of Students Affected:                    539  
 Current Semester Credit Hours:                4,378  
 Projected Semester Credit Hours:              4,945

\*Includes new fresh and soph students

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Univ. Services Fees	9,375,320	9,984,716	1,035,779	11,020,495
Total Revenues	9,375,320	9,984,716	1,035,779	11,020,495
Expenses				
Salaries & Wages	0	0	517,890	517,890
Departmental Operations	9,375,320	9,984,716	517,889	10,502,605
Total Expenses	9,375,320	9,984,716	1,035,779	11,020,495
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY - SAN ANTONIO**  
Guaranteed Tuition & Fee Rates - Designated Tuition Cap

Current Fee: \$1,302.98 for Fall and Spring  
\$1,302.98 for Summer  
Proposed Fee: \$1,396.05 for Fall and Spring  
\$1,396.05 for Summer  
Basis: sch (sch, sem, student, etc.)

\*Designated Tuition Cap limit will increase  
from 14 SCH's to 15 SCH's.

Number of Students Affected: 151  
Current Semester Credit Hours: 2,569  
Projected Semester Credit Hours: 7,702

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Designated Tuition	5,556,613	5,917,793	716,825	6,634,618
Total Revenues	5,556,613	5,917,793	716,825	6,634,618
Expenses				
Departmental Operations	5,556,613	5,917,793	716,825	6,634,618
Total Expenses	5,556,613	5,917,793	716,825	6,634,618
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Fee  
**TEXAS A&M UNIVERSITY – SAN ANTONIO**  
Designated Tuition Cap  
(Undergraduate Non-Resident, Graduate Resident & Graduate Non-Resident Students)  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University – San Antonio (TAMU-SA) is requesting an increase to the Designated Tuition Cap charged to all students who are not under the Guaranteed Tuition & Fee Plan. Designated Tuition is currently capped at 14 SCH's. If this request is approved, the rate will remain the same, but will be capped at 15 SCH's. Approval of this increase will help support a new cohort of students beginning Fall 2016, and will be used to support faculty salaries, academic instruction, and student support services.

II. Public hearing and/or student referendum requirements

A public hearing will be schedule prior to the November Board of Regents meeting to discuss the proposed increase with students.

III. Budget impact if fee request is not approved

If the increase is not approved, the FY 2017 budget impact will be minimal; however, it will be difficult to sustain new academic programming and support services in future years without the increase.

IV. Justification for ending balance

No significant ending balances will be generated as a result of the increased fee.

V. Additional information



Request for Increased Fee  
**TEXAS A&M UNIVERSITY – SAN ANTONIO**  
University Services Fee (Not Guaranteed)  
(Undergraduate Non-Resident, Graduate Resident & Graduate Non-Resident Students)  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University – San Antonio (TAMU-SA) is requesting an increase to the University Services Fee for Undergraduate Non-Resident, Graduate Resident, and Graduate Non-Resident students at a rate of 2.2% calculated on total tuition. Approval of this increase will help offset inflationary costs as the new cohort of students is enrolled in the guaranteed tuition plan beginning Fall 2016. TAMU-SA anticipates using the increased revenue to support faculty salaries and academic instruction.

II. Public hearing and/or student referendum requirements

A public hearing will be schedule prior to the November Board of Regents meeting to discuss the proposed increase with students.

III. Budget impact if fee request is not approved

If the increase is not approved, impact to the FY 2017 budget will be minimal; however, the future year impact will result in revenue lagging behind inflation which will impact the University's ability to sufficiently provide and expand academic offerings for students.

IV. Justification for ending balance

No significant ending balances will be generated as a result of the increased fee.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY - SAN ANTONIO**  
 University Services Fee - Not Guaranteed  
 (Undergraduate Non-Resident, Graduate Resident & Graduate Non-Resident)

Current Fee:     \$1,348.50    for Fall and Spring  
                       \$1,348.50    for Summer  
 Proposed Fee:   \$1,442.10   for Fall and Spring  
                       \$1,442.10   for Summer  
 Basis:             sch            (sch, sem, student, etc.)

Number of Students Affected:                      2609  
 Current Semester Credit Hours:                   14819  
 Projected Semester Credit Hours:                16577

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Univ. Service Fees	9,375,320	9,984,716	1,551,607	11,536,323
Interest	0	0	0	0
GR, Tuition, Gifts & Services	0	0	0	0
Total Revenues	<u>9,375,320</u>	<u>9,984,716</u>	<u>1,551,607</u>	<u>11,536,323</u>
Expenses				
Salaries & Wages	0	0	0	0
Fringe Benefits	0	0	0	0
Departmental Operations	9,375,320	9,984,716	1,551,607	11,536,323
Equipment	0	0	0	0
Travel, Scholarships, Utilities	0	0	0	0
Total Expenses	<u>9,375,320</u>	<u>9,984,716</u>	<u>1,551,607</u>	<u>11,536,323</u>
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	<u>0</u>	<u>0</u>		<u>0</u>

Request for New Student Fee  
**TEXAS A&M UNIVERSITY – SAN ANTONIO**  
TK20 Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The College of Education and Human Development (COEHD) is requesting a new \$100 fee to be assessed as a one-time program fee for each student who declares a COEHD major or licensure (undergraduate or graduate) as well as for students outside of the COEHD who are seeking educator licensure or are enrolled in a key assessment course. The one-time fee will cover the cost for students to subscribe to the TK20. TK20 is the College's current data collection and assessment system. The student subscription fee allows the student to maintain essential course/licensure materials as well as their student teaching/internship materials. The subscription is being used to track our students' academic success and areas needed for improvement. The reports from TK20 allow us to report the findings from the Field-based residency/internship documents, student teaching portfolios, key coursework assessments, additional data for SACSCOC reports, TEA accreditation reports, and to demonstrate continuous improvement as we prepare to apply for national accreditation through the Council for the Accreditation of Educator Preparation (CAEP). In addition, students are able to continue using and accessing their TK20 account 10 years after graduation.

II. Public hearing and/or student referendum requirements

A public hearing will be scheduled prior to the November Board of Regents meeting to discuss the proposed tuition and fee increases with students.

III. Budget impact if fee request is not approved

If the increase is not approved, the FY 2017 budget impact will be minimal. However, in future years as the University growth continues, it will be difficult to find funding for this assessment tool.

IV. Justification for ending balance

No significant ending balances will be generated as a result of the increased fee.

V. Additional information



Request for New Student Fee  
**TEXAS A&M UNIVERSITY - SAN ANTONIO**  
 TK20 Fee

Proposed Fee:     \$100.00 for Fall and Spring  
                           \$100.00 for Summer  
 Basis:               student (sch, sem, student, etc.)

Number of Students Affected:     958  
 Projected Student Enrollment:     958  
 Projected Semester Credit Hours:   N/A

	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	95,800
Interest	0
GR, Tuition, Gifts, and Services	0
Total Revenues	95,800
Expenses	
Salaries & Wages	0
Fringe Benefits	0
Departmental Operations	95,800
Equipment	0
Travel, Scholarships, Utilities	0
Total Expenses	95,800
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

**TEXAS A&M UNIVERSITY-TEXARKANA**

Summary of Proposed Fee Changes

Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
13.2	Tuition & Fee Rates		See page 13.2 for specific rates.		
13.7	Student Health Fee				
	Fall & Spring	SEM	\$30.00	\$20.00	\$50.00
	Summer	SEM	\$15.00	\$10.00	\$25.00
	<b>*Pending approval via student referendum.</b>				
13.9	Intercollegiate Athletic Fee	SCH	\$9.90	\$0.99	\$10.89
	Fall, Spring & Summer Max (at 12 SCH's)	SEM	\$118.80	\$11.88	\$130.68
	<b>*Pending approval via student referendum.</b>				

SCH - Semester Credit Hour

SEM - Semester

# TEXAS A&M UNIVERSITY - TEXARKANA

Guaranteed Tuition and Fees

2.20% Annual HEPI Increase

## FY 2017 (Fall 2016)

<b>FY 2017 New Optional One Year Rate Entering &amp; Transfer Freshmen</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Regular UG Resident Student	\$ 3,518	\$ 3,596
Border State UG Resident Student	4,003	4,091
UG Non-Resident <sup>2</sup>	9,784	10,000

<b>FY 2017 Four Year Entering &amp; Transfer Freshmen Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Regular UG Resident Student	\$ 3,518	\$ 3,716
Border State UG Resident Student	4,003	4,228
UG Non-Resident <sup>2</sup>	9,784	10,334

<b>FY 2017 Two Year Entering &amp; Transfer Graduate Guarantee Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Graduate Resident Student	\$ 3,759	\$ 3,884
Border State Graduate Resident Student	4,233	4,374
Graduate Non-Resident <sup>2</sup>	9,898	10,227

<b>FY 2017 Three Year Entering &amp; Transfer Graduate Guarantee Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Graduate Resident Student	\$ 3,800	\$ 3,970
Border State Graduate Resident Student	4,279	4,470
Graduate Non-Resident <sup>2</sup>	10,002	10,449

<b>FY 2017 Four Year Entering &amp; Transfer Doctoral Guarantee Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Doctoral Resident Student	\$ -	\$ 4,014
Border State Doctoral Resident Student	-	4,520
Doctoral Non-Resident <sup>2</sup>	-	10,564

<sup>1</sup> Current authorized rates are based on 15 SCHs.

<sup>2</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

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## FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
Tuition and Fee Rates – Designated Tuition  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The proposed Higher Education Price Index (HEPI) increase of the Guaranteed Tuition and Mandatory Fees will be combined with designated tuition in FY2017. The 2.2 percent HEPI increase will be a compounded average increase and is applicable to new students and transfers entering into the following cohorts in the Fall 2016 semester: 4-Yr. Freshmen Undergraduate, Two-Year Graduate, and Three-Year Graduate.

A new Variable 1-Yr. Option with a 2.2 percent HEPI increase will be offered to new Freshmen and Freshmen transfers entering into the Fall 2016 semester. Entering and transferring Freshmen will be included, by default, in the 4-Yr. Freshman Guaranteed Tuition and Mandatory Fee plan. Students must elect the Variable 1-Yr Option upon enrollment.

The revenue provided by this increase will be used to fund financial aid set-asides for resident undergraduate and graduate students. The balance will be used to hire additional faculty and for market adjustments for faculty and staff.

II. Public hearing and/or student referendum requirements

A public hearing for this fee request will be held at Texas A&M University-Texarkana prior to the week of October 27, 2015. Another public hearing will be held at College Station, Texas at the Board of Regents meeting scheduled for November 2015.

III. Budget impact if fee request is not approved

If the proposed fee request is not approved financial aid to students, additional faculty needs and salary market adjustments will be limited only to funds collected due to enrollment increases.

IV. Justification for ending balance

No ending balance

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
Tuition and Fee Rates - Designated Tuition

Resident - Designated (15 SCH)

Current Fee: Various for Fall and Spring  
Various for Summer

Proposed Fee: Various for Fall and Spring  
Various for Summer

Basis: SCH (sch, sem, student, etc.)

Number of Students Affected: 948 (FY 2017)

Current Semester Credit Hours: 8,914 (FY 2016)

Projected Semester Credit Hours: 9,186 (FY 2017)

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	2,931,314	5,002,796		5,002,796
Revenues				
Fees	5,508,023	5,673,264	122,392	5,795,656
Total Revenues	5,508,023	5,673,264	122,392	5,795,656
Expenses				
Salaries & Wages	822,135	846,799	84,449	931,248
Fringe Benefits	225,760	232,533	28,150	260,683
Departmental Operations	1,872,886	3,896,980	0	3,896,980
Maintenance/Equipment	168,184	338,949	0	338,949
Scholarships	347,576	358,003	9,793	367,796
Total Expenses	3,436,541	5,673,264	122,392	5,795,656
Increase/Decrease in Balance				
Revenues less Expenses	2,071,482	0	0	0
ENDING BALANCE	5,002,796	5,002,796		5,002,796

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
Guaranteed Tuition and Fee Rates - Four-Year Doctoral  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

The proposed Four-Year Doctoral Guaranteed Tuition and Mandatory Fee Plan will provide students in the university's new doctoral program (Ed.D. in Education Leadership) a guaranteed cost of their tuition and fees for up to four years while completing required coursework and dissertations.

The revenue provided by this proposed fee plan will be used to fund an additional education leadership faculty line and for market adjustments for current faculty and related program staff, as well as program marketing.

II. Public hearing and/or student referendum requirements

A public hearing for this request will be held at Texas A&M University-Texarkana prior to the week of October 27, 2015. Another public hearing will be held at College Station, Texas at the Board of Regents meeting scheduled for November 2015.

II. Budget impact if fee request is not approved

If the proposed guaranteed tuition and fee plan request is not approved, doctoral students will be vulnerable to paying increased tuition and fees each year of their studies. If the 5.62% (2.20% compounded 4-Yr. average) Higher Education Price Index is not applied to the designated tuition, the additional faculty line required for the new program must be funded from other currently committed funds.

III. Justification for ending balance

No ending balance

IV. Additional information

Request for New Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
Guaranteed Tuition & Fee Rates - Four-Year Doctoral

Resident - (15 SCH)

Proposed Fee:     \$4,014.00     for Fall and Spring

    \$4,014.00     for Summer

Basis:     SCH     (sch, sem, student, etc.)

Border State - (15 SCH)

Proposed Fee:     \$4,520.00     for Fall and Spring

    \$4,520.00     for Summer

Basis:     SCH     (sch, sem, student, etc.)

Non-Resident (International) - (15 SCH)

Proposed Fee:    \$10,564.00    for Fall and Spring

   \$10,564.00    for Summer

Basis:     SCH     (sch, sem, student, etc.)

Number of Students Affected:     17    

Projected Student Enrollment:     17    

Projected Semester Credit Hours:     50    

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	FY 2017 Budget
BEGINNING BALANCE	0
Revenues	
Fees	17,613
Total Revenues	17,613
Expenses	
Salaries & Wages	13,210
Fringe Benefits	4,403
Total Expenses	17,613
Increase/Decrease in Balance (Revenues less Expenses)	0
ENDING BALANCE	0

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Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
Student Health Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University-Texarkana is requesting an increase in the Student Health Fee of \$20 per semester for a total fee of \$50 per semester for Fall and Spring Semesters and \$25 for Summer Semesters. Revenue from the fee increase will assist in the funding for an additional counselor needed to address the increased number of students requiring mental health services.

II. Public hearing and/or student referendum requirements

If the student governing board approves a student fee referendum, student fee hearings and a referendum will take place prior to the week of October 27, 2015. These campus-wide hearings will be used to solicit input from students, faculty, and the university community on the proposed changes.

III. Budget impact if fee request is not approved

The demand for counseling and mental health services has grown more rapidly than expected at the university. This demand has overwhelmed the caseload of our counselor and created an unacceptable waitlist for our students. If the proposed fee request is not approved, it will be difficult to fund the salary and benefits of an additional counselor from the Student Health fee operating budget.

IV. Justification for ending balance

An adequate ending fund balance has been maintained to ensure support to cover future, unforeseen funding requirements for student health services.

V. Additional information



Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
 Student Health fee

Current Fee:    \$30.00    for Fall and Spring  
                      \$15.00    for Summer  
 Proposed Fee:   \$50.00    for Fall and Spring  
                      \$25.00    for Summer  
 Basis:             sem        (sch, sem, student, etc.)

Number of Students Affected:                      948    (FY 2017)  
 Current Semester Credit Hours:                   8,914    (FY 2016)  
 Projected Semester Credit Hours:                9,186    (FY 2017)

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	322,349	322,349		322,349
Revenues				
Fees	150,970	155,499	16,810	172,309
Total Revenues	150,970	155,499	16,810	172,309
Expenses				
Salaries & Wages	80,000	82,400	12,607	95,007
Fringe Benefits	27,900	28,737	4,203	32,940
Departmental Operations	43,070	44,362	0	44,362
Total Expenses	150,970	155,499	16,810	172,309
Increase/Decrease in Balance Revenues less Expenses	0	0	0	0
ENDING BALANCE	322,349	322,349		322,349

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
Intercollegiate Athletic Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M University-Texarkana is requesting a 10% increase in the Athletic Fee from \$9.90 per semester credit hour to \$10.89. The athletic fee is capped at 12 SCHs. Revenue from the fee increase is earmarked for the continued growth of current athletic sports and program expansion. Current plans are to continue the growth of men's baseball, which began in Fall of 2015, women's soccer, and men and women's tennis. As enrollment grows, plans are to further expand our programs to include men's soccer and men and women's golf by FY 2019.

Revenue collected will be used to hire coaches, purchase equipment and fund athletic department operations. Athletic sports benefit the university by allowing increased opportunities for participation and additional campus engagement for student fans.

II. Public hearing and/or student referendum requirements

If the student governing board approves a student fee referendum, student fee hearings and a referendum will take place prior to the week of October 27, 2015. These campus-wide hearings will be used to solicit input from students, faculty, and the university community on the proposed changes.

III. Budget impact if fee request is not approved

If the proposed fee request is not approved, future athletic programs will be limited to funds collected due to enrollment increases. The university will fail to move forward with the strategic plans for enrollment growth, and students will not have opportunities for increased athletic participation.

IV. Justification for ending balance

Any ending balance will be committed to help fund unforeseen athletic program requirements.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY-TEXARKANA**  
Intercollegiate Athletic Fee

**LEGISLATIVE/INTERNAL MAXIMUM:**

Current Fee:	<u>\$9.90</u>	for Fall and Spring	Current:	<u>\$118.80</u>	for Fall and Spring
	<u>\$9.90</u>	for Summer		<u>\$118.80</u>	for Summer
Proposed Fee:	<u>\$10.89</u>	for Fall and Spring	Proposed:	<u>\$130.68</u>	for Fall and Spring
	<u>\$10.89</u>	for Summer		<u>\$130.68</u>	for Summer
Basis:	<u>sch</u>	(sch, sem, student, etc.)			

Number of Students Affected:	<u>948</u>	(FY 2017)
Current Semester Credit Hours:	<u>8,914</u>	(FY 2016)
Projected Semester Credit Hours:	<u>9,186</u>	(FY 2017)

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	57,050	57,050		57,050
Revenues				
Fees	408,622	420,881	9,096	429,977
Total Revenues	408,622	420,881	9,096	429,977
Expenses				
Salaries & Wages	154,000	158,620	0	158,620
Fringe Benefits	41,764	43,017	0	43,017
Departmental Operations	212,858	219,244	9,096	228,340
Total Expenses	408,622	420,881	9,096	429,977
Increase/Decrease in Balance Revenues less Expenses	0	0	0	0
ENDING BALANCE	57,050	57,050		57,050

**WEST TEXAS A&M UNIVERSITY**  
Summary of Proposed Fee Changes  
Effective Fall 2016

<u>PAGE</u>	<u>FEE DESCRIPTION</u>	<u>BASIS</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
14.2	Tuition & Fee Rates		See page 14.2 for specific rates.		
14.7	Undergraduate Academic Enhancement Fee	SCH	\$2.25	\$0.13	\$2.38
14.9	Education Accreditation/Enhancement Fee				
	Undergraduate Educator Preparation Program				
	Fall & Spring	SEM	\$60.00	\$3.37	\$63.37
	Summer	SEM	\$30.00	\$1.69	\$31.69
	Graduate Program in Education				
	Fall & Spring	SEM	\$35.00	\$0.77	\$35.77
	Summer	SEM	\$20.00	\$0.44	\$20.44
	Program Enhancement Fees				
14.11	Music Program	SEM	\$125.00	\$7.03	\$132.03
14.13	Music Voice Program	SEM	\$225.00	\$12.65	\$237.65
14.15	Social Work Accreditation/Enhancement Fee				
	Undergraduate Social Work Program				
	Fall & Spring	SEM	\$75.00	\$4.22	\$79.22
	Summer	SEM	\$50.00	\$2.81	\$52.81
	Graduate Social Work Program				
	Fall & Spring	SEM	\$90.00	\$1.98	\$91.98
	Summer	SEM	\$75.00	\$1.65	\$76.65
14.17	Intercollegiate Athletic Fee	SCH	\$22.00	\$10.00	\$32.00
	Fall, Spring & Summer Max (13 SCH's)	SEM	\$264.00	\$152.00	\$416.00
	<b>*Pending approval via student referendum.</b>				

SCH - Semester Credit Hour

SEM - Semester

# WEST TEXAS A&M UNIVERSITY

Guaranteed Tuition and Fees

2.2% Annual HEPI Increase

## FY 2017 (Fall 2016)

<b>FY 2017 New Optional One Year Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
Regular UG Resident Student	\$ 3,757	\$ 3,840
Border State UG Student	4,241	4,334
UG Non-Resident <sup>3</sup>	10,023	10,244

<b>New Freshman Cohort (Four Year Rates)</b>		
Regular UG Resident Student	\$ 3,757	\$ 3,968
Border State UG Student	4,241	\$ 4,479
UG Non-Resident <sup>3</sup>	10,023	\$ 10,587

*\*Students begin paying differential tuition only when they have been accepted into an applicable program and are assigned one of the eligible major codes which generally occurs during or after the Sophomore year. The rate of differential tuition is based on the amount that was in effect at the time of their initial enrollment into the university.*

<b>New Sophomore Cohort (Three Year Rates)</b>		
Regular UG Resident Student	\$ 3,715	\$ 3,881
Regular UG Resident Student - Business, Eng/Computer Sci	4,194	4,381
Regular UG Resident Student - Nursing	4,278	4,469
Border State UG Student	4,194	4,381
Border State UG Student - Business, Eng/Computer Sci	4,675	4,883
Border State UG Student - Nursing	4,758	4,970
UG Non-Resident <sup>3</sup>	9,918	10,360
UG Non-Resident -Business, Engineering/Computer Science <sup>3</sup>	10,397	10,861
UG Non-Resident - Nursing <sup>3</sup>	10,480	10,948

<b>New Junior Cohort (Two Year Rates)</b>		
Regular UG Resident Student	\$ 3,676	\$ 3,798
Regular UG Resident Student -Business, Eng/Computer Sci	4,150	4,287
Regular UG Resident Student - Nursing	4,232	4,373
Border State UG Student	4,150	4,287
Border State UG Student - Business, Eng/Computer Sci	4,623	4,776
Border State UG Student - Nursing	4,706	4,862
UG Non-Resident <sup>3</sup>	9,814	10,140
UG Non-Resident - Business, Engineering/Computer Science <sup>3</sup>	10,288	10,629
UG Non-Resident - Nursing <sup>3</sup>	10,371	10,716

<b>New Senior Cohort (One Year Rates)</b>		
Regular UG Resident Student	\$ 3,635	\$ 3,715
Regular UG Resident Student - Business, Eng/Computer Sci	4,104	4,194
Regular UG Resident Student - Nursing	4,187	4,279
Border State UG Student	4,104	4,194
Border State UG Student - Business, Eng/Computer Sci	4,573	4,673
Border State UG Resident - Nursing	4,656	4,759
UG Non-Resident <sup>3</sup>	9,712	9,926
UG Non-Resident - Business, Engineering/Computer Science <sup>3</sup>	10,181	10,405
UG Non-Resident - Nursing <sup>3</sup>	10,264	10,490

<b>New Graduate Cohort<sup>4</sup></b>		
Resident Student	\$ 4,204	\$ 4,296
Border State Student	4,579	4,680
Non-Resident Student <sup>3</sup>	9,064	9,263

<sup>1</sup> Current authorized rates are based on 15 SCHs for undergraduate students and 12 SCHs for graduate students.

<sup>2</sup> Does not include Enhancement Fees and Program Fees.

<sup>3</sup>Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

<sup>4</sup>Includes \$50.00 per SCH Graduate Tuition

## FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Guaranteed Tuition & Fee Rates – Designated Tuition  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Increasing Designated Tuition by the permissible four-year inflationary average will provide a modest but necessary revenue increase as it will apply only to newly enrolled students. The increase will however, provide financial support for addressing rising departmental and university operating costs. Increased revenue will be utilized to fund new faculty positions in high growth areas, support ongoing student success initiatives and increased funding for student scholarships.

II. Public hearing and/or student referendum requirements

Three public hearings are scheduled:

- September 30, 2015, 5:00 p.m. on the Amarillo Center campus
- October 1, 2015, 12:00 p.m. on the West Texas A&M University campus
- October 1, 2015, 5:00 p.m. on the West Texas A&M University campus

III. Budget impact if fee request is not approved

If the inflationary adjustment to Designated Tuition is not approved, individual departments, and the university as a whole, will be forced to absorb general cost increases from existing revenues. Some departments may be forced to offer diminished services to students and funding for additional full and part-time faculty in growth areas may not be available. Finally, increased scholarship revenue derived from designation tuition increases will not be realized, limiting scholarships available to students.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**

Guaranteed Tuition & Fee Rates - Designated Tuition

Current Fee:    Varies for Fall and Spring  
                      Varies for Summer  
 Proposed Fee: Varies for Fall and Spring  
                      Varies for Summer  
 Basis:           sch (sch, sem, student, etc.)

Number of Students Affected:                      3,502  
 Current Semester Credit Hours:                   52,212  
 Projected Semester Credit Hours:                 53,827

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Designated Tuition	6,620,396	6,825,151	509,561	7,334,712
Total Revenues	6,620,396	6,825,151	509,561	7,334,712
Expenses				
Salaries & Wages	1,219,083	1,256,787	79,186	1,335,973
Fringe Benefits	238,398	245,772	15,491	261,263
Departmental Operations	2,909,545	2,999,530	257,481	3,257,011
Scholarships & Grants	893,994	921,643	58,090	979,733
Equipment	157,126	161,986	10,191	172,177
Waivers/Exemptions	335,629	346,009	22,370	368,379
Set Asides	866,621	893,424	66,752	960,176
Total Expenses	6,620,396	6,825,151	509,561	7,334,712
Increase/Decrease in Balance Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Guaranteed Tuition & Fee Rates - University Services Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

As general operating costs continue to increase, the ability to provide quality services to students may be diminished without additional revenue to offset these increases. Revenue from the increased fee will be used to support and/or enhance advising services, library operations, student recruitment activities, information technology services, and shuttle bus operations.

II. Public hearing and/or student referendum requirements

Three public hearings are scheduled:

- September 30, 2015, 5:00 p.m. on the Amarillo Center campus
- October 1, 2015, 12:00 p.m. on the West Texas A&M University campus
- October 1, 2015, 5:00 p.m. on the West Texas A&M University campus

III. Budget impact if fee request is not approved

If the proposed increase to the University Services Fee is not approved, many services provided to students, some of which are critical for student success, will be negatively affected.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information



Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Guaranteed Tuition & Fees - University Services Fee

Current Fee:     Varies    for Fall and Spring  
                       Varies    for Summer  
Proposed Fee:    Varies    for Fall and Spring  
                       Varies    for Summer  
Basis:             sch        (sch, sem, student, etc.)

Number of Students Affected:                     3,502  
Current Semester Credit Hours:                   52,212  
Projected Semester Credit Hours:                 53,827

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Guaranteed Tuition & Fees	1,876,930	1,934,979	50,983	1,985,962
Total Revenues	1,876,930	1,934,979	50,983	1,985,962
Expenses				
Salaries & Wages	402,691	415,145	0	415,145
Fringe Benefits	78,749	81,184	0	81,184
Departmental Operations	1,231,341	1,269,423	48,316	1,317,739
Scholarships & Grants	25,056	25,831	617	26,448
Equipment	51,902	53,508	0	53,508
Waivers/Exemptions	87,191	89,888	2,050	91,938
Total Expenses	1,876,930	1,934,979	50,983	1,985,962
Increase/Decrease in Balance Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Undergraduate Academic Enhancement Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The proposed increase to the University Undergraduate Academic Enhancement Fee will provide needed funding for general cost increases related to necessary classroom/course expenditures. All undergraduate course fees have been eliminated. Any student who is charged differential tuition or an accreditation enhancement fee will be exempt from this fee.

II. Public hearing and/or student referendum requirements

Three public hearings were held:

- September 30, 2015, 5:00 p.m. on the Amarillo Center campus
- October 1, 2015, 12:00 p.m. on the West Texas A&M University campus
- October 1, 2015, 5:00 p.m. on the West Texas A&M University campus

III. Budget impact if fee request is not approved

If the proposed enhancement fee is not approved, adequate funding for needed classroom/course supplies will not be available. Departmental operations may be negatively affected if required to redirect existing funds for this purpose.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Undergraduate Academic Enhancement Fee

Current Fee:     \$2.25 for Fall and Spring  
                       \$2.25 for Summer  
Proposed Fee:    \$2.38 for Fall and Spring  
                       \$2.38 for Summer  
Basis:              sch (sch, sem, student, etc.)

Number of Students Affected:                     5,315  
Current Semester Credit Hours:                   130,320  
Projected Semester Credit Hours:                 134,351

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Univ. UG Acad. Enhance. Fee	293,220	302,290	17,358	319,648
Total Revenues	293,220	302,290	17,358	319,648
Expenses				
Departmental Operations	293,220	302,290	17,358	319,648
Total Expenses	293,220	302,290	17,358	319,648
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Education Accreditation /Enhancement Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The increase in the Education Enhancement/Accreditation fee will provide funding for general increases in accreditation expenses including membership dues, semi-annual program meetings, and program evaluation and site visit expenses.

II. Public hearing and/or student referendum requirements

Three public hearings are scheduled:

- September 30, 2015, 5:00 p.m. on the Amarillo Center campus
- October 1, 2015, 12:00 p.m. on the West Texas A&M University campus
- October 1, 2015, 5:00 p.m. on the West Texas A&M University campus

III. Budget impact if fee request is not approved

If the proposed enhancement/accreditation fee is not approved, program accreditation could be negatively impacted with a corresponding negative consequence to the accomplishment of the strategic initiatives of the College and University. Students, faculty and staff will be directly affected because the program will not be recognized as assuring quality and supporting continuous improvement to improve student learning.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
 Education Accreditation/Enhancement Fee

Current Fee:

Undergraduate:	\$60.00	for Fall and Spring
	\$30.00	for Summer
Graduate:	\$35.00	for Fall and Spring
	\$20.00	for Summer

Proposed Fee:

Undergraduate:	\$63.37	for Fall and Spring
	\$31.69	for Summer
Graduate:	\$35.77	for Fall and Spring
	\$20.44	for Summer

Basis: sem (sch, sem, student, etc.)

Number of Students Affected: 1,135

Current Semester Credit Hours:

Projected Semester Credit Hours:

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Fees	90,260	93,040	3,613	96,653
Total Revenues	90,260	93,040	3,613	96,653
Expenses				
Departmental Operations	90,260	93,040	3,613	96,653
Total Expenses	90,260	93,040	3,613	96,653
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Music Program Enhancement Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The increase in the Music Program Enhancement fee will provide funding for general cost increases in the music program as well as costs associated with accreditation.

II. Public hearing and/or student referendum requirements

Three public hearings are scheduled:

- September 30, 2015, 5:00 p.m. on the Amarillo Center campus
- October 1, 2015, 12:00 p.m. on the West Texas A&M University campus
- October 1, 2015, 5:00 p.m. on the West Texas A&M University campus

III. Budget impact if fee request is not approved

If the proposed enhancement/accreditation fee is not approved, program accreditation, which assures that every degree option offered by the School of Music meets rigorous academic and artistic standards, could be negatively impacted.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
 Music Program Enhancement Fee

Current Fee:     \$125.00    for Fall and Spring  
                          n/a            for Summer  
 Proposed Fee:   \$132.03    for Fall and Spring  
                          n/a            for Summer  
 Basis:             sem            (sch, sem, student, etc.)

Number of Students Affected:                     327  
 Current Semester Credit Hours:                               
 Projected Semester Credit Hours:                          

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Music Program Enhancement Fee	76,250	78,625	4,429	83,054
Total Revenues	76,250	78,625	4,429	83,054
Expenses				
Departmental Operations	76,250	78,625	4,429	83,054
Total Expenses	76,250	78,625	4,429	83,054
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Music Voice Program Enhancement Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The proposed increase in the Music Voice Program Enhancement Fee will allow the music program to offset the direct costs associated with existing accompanists' fees that are required for music voice students.

II. Public hearing and/or student referendum requirements

Three public hearings were held:

- September 30, 2015, 5:00 p.m. on the Amarillo Center campus
- October 1, 2015, 12:00 p.m. on the West Texas A&M University campus
- October 1, 2015, 5:00 p.m. on the West Texas A&M University campus

III. Budget impact if fee request is not approved

If the proposed program enhancement fee is not approved, adequate funding for paying accompanists may not be available or may take away from other necessary departmental operations.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information



Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
 Music Voice Program Enhancement Fee

Current Fee:      \$225.00  for Fall and Spring  
                            n/a   for Summer  
 Proposed Fee:    \$237.65  for Fall and Spring  
                            n/a   for Summer  
 Basis:               sem   (sch, sem, student, etc.)

Number of Students Affected:                       94            
 Current Semester Credit Hours:                               
 Projected Semester Credit Hours:                          

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Music Voice Program Enh. Fee	39,150	40,500	2,273	42,773
Total Revenues	39,150	40,500	2,273	42,773
Expenses				
Departmental Operations	39,150	40,500	2,273	42,773
Total Expenses	39,150	40,500	2,273	42,773
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Social Work Accreditation/Enhancement Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The increase in the Social Work Enhancement/Accreditation fee will provide funding for general increases in accreditation expenses and offset the costs of supervising students during their practica in social work.

II. Public hearing and/or student referendum requirements

Three public hearings are scheduled:

- September 30, 2015, 5:00 p.m. on the Amarillo Center campus
- October 1, 2015, 12:00 p.m. on the West Texas A&M University campus
- October 1, 2015, 5:00 p.m. on the West Texas A&M University campus

III. Budget impact if fee request is not approved

If the proposed enhancement/accreditation fee is not approved, program accreditation could be negatively impacted with a corresponding negative consequence to the accomplishment of the strategic initiatives of the College and University. Students, faculty and staff will be directly affected because without accreditation, WTAMU will not have a viable “Social Work” program. The institution could offer other human service-related degrees but these degrees will not lead to licensure as a social worker in the State of Texas.

IV. Justification for ending balance

No significant ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
 Social Work Accreditation/Enhancement Fee

Current Fee:

Undergraduate:	<u>\$75.00</u>	for Fall and Spring
	<u>\$50.00</u>	for Summer
Graduate:	<u>\$90.00</u>	for Fall and Spring
	<u>\$75.00</u>	for Summer

Proposed Fee:

Undergraduate:	<u>\$79.22</u>	for Fall and Spring
	<u>\$52.81</u>	for Summer
Graduate:	<u>\$91.98</u>	for Fall and Spring
	<u>\$76.65</u>	for Summer

Basis: sem (sch, sem, student, etc.)

Number of Students Affected: 210

Current Semester Credit Hours:           

Projected Semester Credit Hours:           

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual	0			
Estimated		0		0
Revenues				
Social Work Accred/Enhanc Fee	34,505	35,590	1,387	36,977
Total Revenues	<u>34,505</u>	<u>35,590</u>	<u>1,387</u>	<u>36,977</u>
Expenses				
Departmental Operations	34,505	35,590	1,387	36,977
Total Expenses	<u>34,505</u>	<u>35,590</u>	<u>1,387</u>	<u>36,977</u>
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	<u>0</u>	<u>0</u>		<u>0</u>

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Intercollegiate Athletic Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

If approved via student referendum, the proposed increase to the Intercollegiate Athletic Fee would provide additional revenue that will be used to meet debt service obligations resulting from the planned construction of an on-campus football stadium. Upon retirement of the debt service, these funds will be used to cover general operating expenses and deferred maintenance needs.

II. Public hearing and/or student referendum requirements

A student referendum will be scheduled in the Spring 2016.

III. Budget impact if fee request is not approved

If the increase is not approved, construction of the on-campus football stadium is unlikely to proceed as planned and will certainly be delayed.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Request for Increased Student Fee  
**WEST TEXAS A&M UNIVERSITY**  
Intercollegiate Athletic Fee

**LEGISLATIVE/INTERNAL MAXIMUM:**

Current Fee: \$22.00 for Fall and Spring  
\$22.00 for Summer  
Proposed Fee: \$32.00 for Fall and Spring  
\$32.00 for Summer  
Basis: sch (sch, sem, student, etc.)

Current: \$264.00 for Fall and Spring  
\$264.00 for Summer  
Proposed: \$416.00 for Fall and Spring  
\$416.00 for Summer

Number of Students Affected: 3,502  
Current Semester Credit Hours: 52,212  
Projected Semester Credit Hours: 53,827

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Intercollegiate Athletic Fee	1,036,889	1,068,958	551,106	1,620,064
Total Revenues	1,036,889	1,068,958	551,106	1,620,064
Expenses				
Salaries & Wages	255,033	262,921	0	262,921
Fringe Benefits	70,827	73,018	0	73,018
Departmental Operations	148,748	153,348	0	153,348
Scholarships & Grants	189,720	195,588	0	195,588
Debt Service	129,312	133,311	465,327	598,638
Travel	81,859	84,391	0	84,391
Waivers/Exemptions	161,390	166,381	85,779	252,160
Total Expenses	1,036,889	1,068,958	551,106	1,620,064
Increase/Decrease in Balance Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

# TEXAS A&M HEALTH SCIENCE CENTER

## Summary of Proposed Fee Changes

Effective Fall 2016

PAGE	FEE DESCRIPTION	BASIS	CURRENT	INCREASE	PROPOSED
15.2	Tuition & Fee Rates		See page 15.2 for specific rates.		
15.5	Graduate Differential Tuition - College of Medicine	YEAR	\$3,120.00	1,000.00	\$4,120.00
	Designated Tuition				
15.7	DDS Program	SCH	\$150.00	\$58.00	\$208.00
15.9	DDS Graduate Certificate Program	SCH	\$75.00	\$58.00	\$133.00
15.11	University Advancement Fee	SCH			Various
	<b>*The following fees will be eliminated and replaced with the University Advancement Fee: The University Advancement Fee will be revenue neutral to the Health Science Center and will, on average, be cost neutral to students.</b>				
	International Education Fee	SEM	\$4.00	(\$4.00)	Eliminate
	ID Card Fee (except the Dallas locations)	SEM	Various	Various	Eliminate
	Academic Support Fee	SCH	\$2.50	(\$2.50)	Eliminate
	Student Services Fee	SCH	Various	Various	Eliminate
	Computer Use Fee	SCH	\$11.47	(\$11.47)	Eliminate
	Academic Technology Fee	SCH	\$22.50	(\$22.50)	Eliminate
	Library Access Fee	SCH	Various	Various	Eliminate
15.13	Clinical Simulation Fee				
	Medicine and Nursing Programs	SEM	\$225.00	\$75.00	\$300.00
15.15	Equipment Usage Fee - DDS	YEAR	\$5,500.00	\$250.00	\$5,750.00
	Recreational Sports Fee (Kingsville Based Students)				
	Fall, Spring & Summer (10 week)	SEM	\$110.00	\$40.00	\$150.00
	Summer (5 week)	SEM	\$55.00	\$20.00	\$75.00
	<b>*This fee is being increased to maintain consistency with the fees charged by Texas A&amp;M University-Kingsville and will only be charged to HSC students located on the Kingsville campus.</b>				

SCH - Semester Credit Hour

SEM - Semester

# TEXAS A&M HEALTH SCIENCE CENTER

Tuition and Fees  
2.2% Annual HEPI Increase

<b>Resident Undergraduate Students - First Year Cohort - Variable Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
B.S. in Dental Hygiene (2 year program)	\$ 2,650	\$ 2,708
B.S. in Nursing		
Traditional, Second Degree, & Select Track Programs (2 yr programs)	4,223	4,316
RN to B.S. Nursing Track (1 year program) <sup>3</sup>	4,194	4,287
B.S. Public Health (3rd and 4th years at HSC)	3,457	3,533

<b>Non Resident Undergraduate Students<sup>2</sup> - First Year Cohort - Variable Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
B.S. in Dental Hygiene (2 year program)	\$ 8,811	\$ 9,005
B.S. in Nursing		
Traditional, Second Degree, & Select Track Programs (2 yr programs)	10,356	10,584
RN to B.S. Nursing Track (1 year program)	10,268	10,493
B.S. Public Health (3rd and 4th years at HSC)	9,612	9,824

<b>Resident Undergraduate Students - First Year Cohort - Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
B.S. in Dental Hygiene (2 year program)	\$ 2,650	\$ 2,738
B.S. in Nursing		
Traditional, Second Degree, & Select Track Programs (2 yr programs)	4,223	4,364
B.S. Public Health (3rd and 4th years at HSC)	3,457	3,572

<b>Non Resident Undergraduate Students<sup>2</sup> - First Year Cohort - Guaranteed Rate</b>	<b>Current Rates <sup>1</sup></b>	<b>Inflation Adjusted Proposed Rate</b>
B.S. in Dental Hygiene (2 year program)	\$ 8,811	\$ 9,104
B.S. in Nursing		
Traditional, Second Degree, & Select Track Programs (2 yr programs)	10,356	10,700
B.S. Public Health (3rd and 4th years at HSC)	9,612	9,932

<sup>1</sup> Current authorized rates and proposed rates are based on 15 SCHs per semester and do not reflect total program costs.

<sup>2</sup> Per section 54.051(d) of the Texas Education code, these costs are contingent upon rates calculated by the Higher Education Coordinating Board for nonresident students enrolled in Texas public universities. Therefore, the actual rate will vary pending this calculation.

<sup>3</sup> Since this program is only a one year program, there is not a guaranteed plan.

## FY 2018 (Fall 2017)

<b>FY 2018 Optional One Year/Guaranteed Rate</b>	Will be adjusted based on the 2016 Higher Education Price Index or 2.2%, whichever is less.
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Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
Guaranteed Tuition & Fee Rates – Designated Tuition  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Texas A&M Health Science Center is requesting approval to adjust the Guaranteed Tuition and Mandatory Fee plan for incoming students by 2.2% in accordance with recommended CPI average.

The revenue provided by this increase will be used to assist in paying expected increases in infrastructure costs resulting from expansion of facilities.

II. Public hearing and/or student referendum requirements

A public hearing for this fee request will be held on October 28, 2015, to discuss the proposed increase.

III. Budget impact if fee request is not approved

If the proposed fee request is not approved, these additional costs will be addressed through reduction in services or internal funding reallocations.

IV. Justification for ending balance

No ending balance

V. Additional information

Per section 54.051(d) of the Texas Education code, non-resident rates are contingent on state-mandated statutory tuition rates calculated by the Texas Higher Education Coordinating Board (THECB) for non-resident students enrolled in Texas public universities.



Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
Guaranteed Tuition & Fee Rates - Designated Tuition

Current Fee: Varies for Fall and Spring  
Varies for Summer  
Proposed Fee: Varies for Fall and Spring  
Varies for Summer  
Basis: sch (sch, sem, student, etc.)

Number of Students Affected: 392  
Current Semester Credit Hours:             
Projected Semester Credit Hours: 11,753

	FY 2016 Budget	FY 2017 Budget without Increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	7,343,493	7,343,493	70,102	7,413,595
Total Revenues	7,343,493	7,343,493	70,102	7,413,595
Expenses				
Salaries & Wages	35,000	40,000	0	40,000
Fringe Benefits	8,750	11,200	0	11,200
Departmental Operations	6,549,743	6,542,293	70,102	6,612,395
Maintenance/Equipment	750,000	750,000	0	750,000
Total Expenses	7,343,493	7,343,493	70,102	7,413,595
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
Graduate Differential Tuition – College of Medicine  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The College of Medicine proposes to increase graduate differential tuition by \$1,000 beginning Fall 2016 (FY 2017) from the current rate of \$3,120 per year to \$4,120 per year. The funds generated from the increase will be used to pay for faculty teaching time of non-employed clinical faculty. The medical school enrollment has increased by approximately 100 students since the last tuition increase which occurred in Fall 2012 (FY 2013). Additionally, the medical education curriculum is in the process of a revision that increases the use of small group sessions emphasizing clinical cases facilitated by both basic science research faculty and clinical faculty. The college is currently phasing out traditional large group didactic lectures and replacing them with case-based learning modalities in a small group environment to facilitate the development of critical-thinking skills and retention of clinically relevant information. The increased class size has also required the expansion from two to four campuses to deliver the pre-clinical phase of the education. The campus expansion and curriculum revision is necessary to meet the new requirements of The Liaison Committee on Medical Education (LCME), the accrediting body for medical education, which became effective on July 1, 2015.

According to the Association of American Medical College's annual *Tuition and Student Fees, First Year Medical Students 2014-2015* report, the College of Medicine currently ranks 138th of 140 schools reporting first year costs of medical education, is the second lowest cost public school in the State of Texas, and is \$1,118 below the average of the other medical schools in the state.

II. Public hearing and/or student referendum requirements

No student referendum is required; however, this increase will be presented to College of Medicine medical students at a student hearing scheduled for October 28, 2015.

III. Budget impact if fee request is not approved

If this increase is not approved, it will jeopardize the quality of medical education our students receive. The College of Medicine will not be able to obtain new clinical faculty which will limit the ability to revise the curriculum to meet the new accreditation standards.

IV. Justification for ending balance

All funds will be expended during the year.

V. Additional information



Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
Baylor College of Dentistry  
Designated Tuition – DDS Program  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Support for the new dental clinic building funded partially by State of Texas tuition revenue bonds. Since the 1990's, statutory tuition for dental education has not been increased in the State of Texas. However, the State enabled institutions of higher education to charge a designated tuition fee to help offset costs for infrastructure, repair, and replacement of facilities and equipment. As such, this request is to help fill the gap between the \$72,000,000 we received from the Texas State Legislature and the required cost for a new clinic building in the neighborhood of over \$100,000,000. A state of the art clinical facility is needed to be competitive with the other two dental schools in Texas, and Texas A&M ownership of the new building is much more desirable than utilizing our current leased space that is over 60 years old.

II. Public hearing and/or student referendum requirements

A public hearing will be held on October 28, 2015, to discuss the proposed fee increase.

III. Budget impact if fee request is not approved

If the fee request is not approved, we may not have enough funds to properly outfit the new clinical building to support the increase in class size and services to the North Texas communities would not expand and could even contract. In addition, we will not be able to attract the brightest students to our Dallas campus.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

Based on current estimates, after this fee increase, TAMBCD will still be the third lowest tuition and fee charged at a US dental school (Puerto Rico and Howard University being the lowest). In addition, TAMBCD will still be approximately \$8,000 lower in 4 year educational cost than the UT San Antonio Dental School and will still be \$15,000 lower in 4 year educational costs than the UT Houston Dental School.

Request for Increased Student Fee  
**Baylor University Health Sciences Institute**  
 Baylor College of Dentistry  
 Designated Tuition - DDS Program

Current Fee:	<u>\$150.00</u>	Fall, Spring for Summer
Proposed Fee:	<u>\$208.00</u>	Fall, Spring for Summer
Basis:	<u>sch</u>	(sch, sem, student, etc.)

Number of Students Affected:	421
Current Semester Credit Hours:	15,156
Projected Semester Credit Hours:	15,156

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	2,273,400	2,273,400	879,048	3,152,448
Total Revenues	2,273,400	2,273,400	879,048	3,152,448
Expenses				
Departmental Operations	2,273,400	2,273,400	879,048	3,152,448
Total Expenses	2,273,400	2,273,400	879,048	3,152,448
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**TEXAS A&M UNIVERSITY HEALTH SCIENCE CENTER**  
Baylor College of Dentistry  
Designated Tuition – DDS Graduate Certificate Program  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

Support for the new dental clinic building funded partially by State of Texas tuition revenue bonds. The State enabled institutions of higher education to charge a designated tuition fee to help offset costs for infrastructure, repair, and replacement of facilities and equipment. As such, this request is to help fill the gap between the \$72,000,000 we received from the Texas State Legislature and the required cost for a new clinic building in the neighborhood of over \$100,000,000. A state of the art clinical facility is needed to be competitive with the other two dental schools in Texas, and Texas A&M ownership of the new building is much more desirable than utilizing our current leased space that is over 60 years old. In addition, graduate training requires more advanced and costly equipment to meet the educational needs of a contemporary clinical graduate program.

II. Public hearing and/or student referendum requirements

A public hearing will be held on October 28, 2015, to discuss the proposed fee increase.

III. Budget impact if fee request is not approved

If the fee request is not approved, we may not have enough funds to properly outfit the new clinical building with appropriate equipment and faculty needed for clinical graduate programs.

IV. Justification for ending balance

No ending balance is anticipated.

V. Additional information

According to national data, the average clinical graduate tuition per year is \$26,500. TAMBCD is currently charging approximately \$6,000 per year. With this increase of \$2,088, we will still be significantly lower than other programs in the USA.



Request for New Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
University Advancement Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the new fee

Texas A&M University proposes to create a new University Advancement Fee for the Health Science Center (HSC) by eliminating up to seven existing HSC fees: International Education Fee, ID Card Fee (except 3 one-time fees of the Dallas programs), Academic Support Fee, Student Services Fee, Computer Use Fee, Academic Technology Fee and Library Access Fee. Funds generated from the University Advancement Fee will fund the services previously supported by those individual fees as well as support strategic priorities of the university.

The value of the proposed plan:

1. Simplifies tuition and fee bills for students and their parents,
2. Allows for increased flexibility of resource allocations to ensure alignment with strategic plan objectives, and
3. Is consistent with practices across the university and TAMUS institutions.

Other mandatory fees which will not be eliminated are the following: Transportation Fee, Health Center Fee, Recreational Sports Fee and Student Center Complex Fee.

II. Public hearing and/or student referendum requirements

A public hearing will be held October 28, 2015, at Texas A&M University in College Station to discuss the new University Advancement Fee and any other proposed changes to tuition and fees.

III. Budget impact if fee request is not approved

The University Advancement Fee is proposed as a revenue-neutral fee which contains the same revenues expected from the eliminated fees.

IV. Justification for ending balance

There is no existing ending balance for the University Advancement Fee. Fees that will be eliminated will retain reserve balances which are necessary to ensure adequate reserves are in place for future, unexpected expenses and to meet debt management expectations.

V. Additional information



Request for New Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
University Advancement Fee Calculation

	All Other Programs	Pharmacy - Kingsville	DDS - Dallas	Dental Certificate - Dallas	Dental Hygiene - Dallas	College of Medicine - All locations <sup>1</sup>
<b>Current Per Semester Fees</b>						
International Education	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
ID Card <sup>2</sup>	3.00	15.00	-	-	-	3.00
<b>Total Per Semester</b>	\$ 7.00	\$ 19.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 7.00
<b>Current Per SCH Fees</b>						
Academic Support	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50
Student Services	14.97	16.94	6.00		5.50	14.97
Computer Use	11.47	11.47	11.47	11.47	11.47	11.47
Academic Technology	22.50	22.50	22.50	22.50	22.50	22.50
Library Access/Use	27.45	27.45	7.50	7.50	7.50	27.45
<b>Total Per SCH</b>	\$ 78.89	\$ 80.86	\$ 49.97	\$ 43.97	\$ 49.47	\$ 78.89
<b>UAF Per Hour</b>						
1 SCH	\$ 85.89	\$ 99.86	\$ 53.97	\$ 47.97	\$ 53.47	\$ 85.89
2 SCH	164.78	180.72	103.94	91.94	102.94	164.78
3 SCH	243.67	261.58	153.91	135.91	152.41	243.67
4 SCH	322.56	342.44	203.88	179.88	201.88	322.56
5 SCH	401.45	423.30	253.85	223.85	251.35	401.45
6 SCH	480.34	504.16	303.82	267.82	300.82	480.34
7 SCH	559.23	585.02	353.79	311.79	350.29	559.23
8 SCH	638.12	665.88	403.76	355.76	399.76	638.12
9 SCH	717.01	746.74	453.73	399.73	449.23	717.01
10 SCH	795.90	827.60	503.70	443.70	498.70	795.90
11 SCH	874.79	908.46	553.67	487.67	548.17	874.79
12 SCH	953.68	989.32	603.64	531.64	597.64	953.68
13 SCH	1,032.57	1,070.18	653.61	575.61	647.11	
14 SCH	1,111.46	1,151.04	703.58	619.58	696.58	
15 SCH	1,190.35	1,231.90	753.55	663.55	746.05	
16 SCH	1,269.24	1,312.76	803.52	707.52	795.52	
17 SCH	1,348.13	1,393.62	853.49	751.49	844.99	
18 SCH	1,427.02	1,474.48	903.46	795.46	894.46	
19 SCH	1,505.91	1,555.34		839.43	943.93	
20 SCH	1,584.80	1,636.20		883.40	993.40	
21 SCH	1,663.69	1,717.06		927.37	1,042.87	
22 SCH	1,742.58	1,797.92		971.34	1,092.34	
23 SCH	1,821.47	1,878.78		1,015.31	1,141.81	
24 SCH	1,900.36	1,959.64		1,059.28	1,191.28	
25 SCH	1,979.25	2,040.50		1,103.25	1,240.75	

<sup>1</sup> COM is charged for two semesters at the 12 SCH rate. DDS is charged for two semesters at the 18 SCH rate.

<sup>2</sup> ID Card is not included in the Dallas locations because it is a one-time separately charged fee and not charged each semester.

Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
Clinical Learning and Resource Center  
Clinical Simulation Fee  
Effective Fall 2016

I. Programmatic justification and proposed use of the fee

The Health Science Center is requesting approval for an increase in the Clinical Simulation Fee (CSF). The CSF is a student fee which provides support for the clinical training of HSC medical and nursing students. This fee is used for various clinical simulation activities, including payments for Standardized Patients, purchasing and repair of simulation technology equipment, and provision of supplies. The current CSF rate is \$225.00 per semester, a rate which has been frozen since it was originally approved in AY 2012. Since that time, the medical school has increased its student enrollment by over 100 students (~15%) and expanded to two additional locations (Dallas and Houston), while the nursing school has expanded its programmatic offerings to include two graduate programs, both of which are at full capacity. These changes have resulted in a significant increase in CLRC utilization, standardized patient staffing needs, and wear on the simulation technology equipment warranting an increase in the CSF. In addition, supplemental funds which have previously been provided by external affiliates have not been renewed for FY2016, resulting in a loss of approximately \$300K/year which was previously available for the purchase of new supplies and maintenance.

The CSF is proposed at \$300.00 per semester effective starting in Fall 2016.

II. Public hearing and/or student referendum requirements

Health Science Center recommended student notification schedule, announcement and hearing guidelines will be followed. A hearing is scheduled for October 28, 2015.

III. Budget impact if fee request is not approved

If the fee is not approved, the CLRC will be unable to sufficiently meet the demands of the current and future student populations. Support for the payment of standardized patients, purchasing and maintenance of simulation technology equipment, and continued provision of medical supplies will not continue to be sustained at the necessary levels without an increase in the CSF.

IV. Justification for ending balance

No ending balances are anticipated.

V. Additional information

Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
 Clinical Learning and Resource Center  
 Clinical Simulation Fee

Current Fee: \$225.00 for Fall, Spring & Summer 10 Wk  
\$225.00 for Summer Five Wk  
 Proposed Fee: \$300.00 for Fall, Spring & Summer 10 Wk  
\$300.00 for Summer Five Wk  
 Basis: sem (sch, sem, student, etc.)

Number of Students Affected: 1,041  
 Current Semester Credit Hours:             
 Projected Semester Credit Hours:           

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	649,125	649,125	216,375	865,500
Total Revenues	649,125	649,125	216,375	865,500
Expenses				
Salaries & Wages	64,913	64,913	21,637	86,550
Departmental Operations	324,562	324,562	108,188	432,750
Maintenance/Equipment	259,650	259,650	86,550	346,200
Total Expenses	649,125	649,125	216,375	865,500
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**  
Baylor College of Dentistry  
Equipment Usage Fee – DDS  
Effective Fall 2016

I. Programmatic justification and proposed use of the increased fee

The instrument leasing program was launched in FY 2010 where students lease equipment from TAMBCD rather than purchasing all items used in labs and clinics. The increase from \$5,500.00 per year to \$5,750.00 per year will fund the increase in cost to provide the instruments in the student kits. The increase in cost ranges from 2-2.5% per year, and this increase will cover the cost increase we will incur in FY 2017 and FY 2018.

II. Public hearing and/or student referendum requirements

Public hearing/student referendum is not required for this fee.

III. Budget impact if fee request is not approved

In order for the instrument leasing program to continue, equipment will have to continue to be updated and replaced. Funds from other areas would have to be utilized leaving fewer funds for other projects or a curriculum change would be required to use less equipment and supplies for the educational program which could diminish the educational program.

IV. Justification for ending balance

No ending balance is anticipated

V. Additional information

Based on current estimates, after this fee increase, TAMBCD will still be the third lowest tuition and fee charged at a US dental school (Puerto Rico and Howard University being the lowest). In addition, TAMBCD will still be approximately \$8,000 lower in 4 year educational cost than the UT San Antonio Dental School and will still be \$15,000 lower in 4 year educational costs than the UT Houston Dental School.

Request for Increased Student Fee  
**TEXAS A&M HEALTH SCIENCE CENTER**

Current Fee:	<u>\$5,500.00</u>	Yearly Fee for Summer
Proposed Fee:	<u>\$5,750.00</u>	Yearly Fee for Summer
Basis:	Student	(sch, sem, student, etc.)

Number of Students Affected:	421
Current Semester Credit Hours:	None
Projected Semester Credit Hours:	None

	FY 2016 Budget	FY 2017 Budget without fee increase	FY 2017 Proposed Increase (Decrease)	FY 2017 Budget
BEGINNING BALANCE - Actual Estimated	0	0		0
Revenues				
Fees	2,315,500	2,315,500	105,250	2,420,750
Total Revenues	2,315,500	2,315,500	105,250	2,420,750
Expenses				
Departmental Operations	2,315,500	2,315,500	105,250	2,420,750
Total Expenses	2,315,500	2,315,500	105,250	2,420,750
Increase/Decrease in Balance				
Revenues less Expenses	0	0	0	0
ENDING BALANCE	0	0		0

## AGENDA ITEM BRIEFING

**Submitted by:** Marc A. Nigliazzo, Ph.D., President  
Texas A&M University-Central Texas

**Subject:** Approval of a Cooperative Research, Education, and Development Agreement with the Center for Solar Energy

### **Proposed Board Action:**

Approve a cooperative research, education, and development agreement with the Center for Solar Energy.

### **Background Information:**

In accordance with System Policy 25.07, *Contract Administration*, certain contracts must be submitted to the board for approval. This contract is not generally considered as meeting the exception for sponsored research contracts under Section 3(a) of System Policy 25.07.

Texas A&M University-Central Texas (A&M-Central Texas), a general academic regional institution in The Texas A&M University System (A&M System), proposes to enter into an agreement with the Center for Solar Energy (CSE), a Texas limited liability company engaged in the development and implementation of renewable energy projects, specifically solar photovoltaic. The purpose of the agreement is to facilitate the development of a Renewable Energy Program at A&M-Central Texas while cooperatively developing an energy innovation model intended to discover and nurture promising, emergent technologies in the United States, allowing them to reach manufacturing earlier and more often. The basic goals of the model are as follows:

- To assist technologies throughout research and development
- To evaluate them and verify their cost and energy efficiency
- To determine a more efficient path to manufacturing and commercialization

The planned activities of the CSE will benefit the development of the A&M-Central Texas Renewable Energy Program by enhancing education, research, and potential economic impact. First and more immediate, CSE activities can be leveraged to the benefit of A&M-Central Texas and potential partners in pursuit of federal research support focused on any aspect of solar energy development (e.g., photovoltaic cells, energy storage). CSE would provide an “applied research” capability to A&M-Central Texas in the renewable energy arena. This will complement the “basic research” aspect of most university research conducted by A&M-Central Texas in its Renewable Energy Program as well as other research areas at A&M-Central Texas.

### **A&M System Funding or Other Financial Implications:**

In addition to soliciting investment funding required to build a 50 MW solar field, CSE has agreed to be solely responsible for soliciting donations from investors to support the development of the A&M-Central Texas Renewable Energy Program and other core initiatives of the A&M-Central Texas/CSE cooperative agreement.

Agenda Item No.

**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**

Office of the President

September 10, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of a Cooperative Research, Education, and Development Agreement with  
the Center for Solar Energy

I recommend adoption of the following minute order:

**“The cooperative research, education, and development agreement between Texas A&M University-Central Texas, a general academic regional institution in The Texas A&M University System and the Center for Solar Energy, a Texas limited liability company engaged in the development and implementation of renewable energy projects, specifically solar photovoltaic, is hereby approved to cooperatively develop an energy innovation model intended to discover and nurture promising, emergent technologies in the United States.”**

Respectfully submitted,

Marc A. Nigliazzo, Ph.D.  
President

**Submission Recommended:**

Jon Mogford  
Vice Chancellor for Research

**Approval Recommended:**

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John Sharp  
Chancellor

**Approved for Legal Sufficiency:**

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Ray Bonilla  
General Counsel

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

**Texas A&M University-Central Texas and the Center for Solar Energy:**  
**A Cooperative Research, Education, and Development Agreement**

**EXECUTIVE SUMMARY**  
**President Marc Nigliazzo**

**PURPOSE OF THE AGREEMENT**

Texas A&M University-Central Texas (A&M-Central Texas), a general academic regional institution in The Texas A&M University System (A&M System), proposes to enter into an agreement with the Center for Solar Energy (CSE), a Texas limited liability company engaged in the development and implementation of renewable energy projects, specifically solar photovoltaic. The purpose of the agreement is to facilitate the development of a Renewable Energy Program at A&M-Central Texas and to cooperatively develop an energy innovation model intended to discover and nurture promising, emergent technologies in the United States, allowing them to reach manufacturing earlier and more often. The basic goals of the model are as follows:

- To assist technologies throughout research and development
- To evaluate them and verify their cost and energy efficiency
- To determine a more efficient path to manufacturing and commercialization

**DEVELOPMENT OF THE “FIELD” (Funding Source: Private Investment)**

Investment Funding for the “Field”: CSE is solely responsible for the engagement of private investors to fund the construction of a 50 MW photovoltaic solar deployment to provide the level of testing and data collection required to support development of the energy innovation model.

The “field” is thus essential to the project, and its financial attraction to investors includes the actual production and sale of renewable energy that will qualify for available federal tax credits, as well as the opportunity to monitor the ongoing evaluation of emerging photovoltaic technologies for efficiency, marketability, and projected profitability.

The field will be constructed on private land just south of the A&M-Central Texas campus in Killeen, Texas, on approximately 300 acres of an 800-acre tract of land to be purchased by CSE from a private landowner. An additional 300 acres will be used for expansion, with the final 200 acres jointly developed by the landowner and CSE. The initial level of investment sought to begin building the 50 MW deployment could exceed \$100 million.

Characteristics of the “Field”: The initial 50 MW deployment will be comprised of multiple photovoltaic technologies from leading domestic and international companies. All technologies will be installed with identical protocols to insure a “level playing field” as data is continuously collected on the performance of all deployed technologies under the same solar resource. As many as 100 technologies will be included in the initial deployment.



Evaluation against the “Field”: Emerging technologies will be evaluated against the technologies present in the field, and the process of evaluation will include, but will not be limited to, a well-defined market testing, validation, and certification protocol capable of validating a technology’s performance, pricing, and LCOE (levelized cost of energy). Technologies that rise to the forefront of performance will merit the opportunity for engagement in research, incubation, and commercialization initiatives to be developed through the A&M-Central Texas/CSE cooperative agreement.

Data Collection from the “Field”: Data collected from the comparison of new technologies against those installed in the field are the foundation of the energy innovation model, allowing manufacturers, entrepreneurs, venture groups, contractors, and the general public to verify the effectiveness of existing and emerging technologies, and to determine their benefits and where they fall in the marketplace.

A standardized approach using a simple protocol is essential to the process; key metrics will be codified and extracted from the data stream, enabling a relatively simple but effective methodology for the performance comparisons.

As part of the A&M-Central Texas/CSE cooperative agreement, CSE will make the collected data available to the A&M-Central Texas Renewable Energy Program. These data are essential to research and investigation, as well as to cooperative programs for incubation and commercialization jointly developed by A&M-Central Texas and CSE.

**IMPACTING THE A&M-CENTRAL TEXAS RENEWABLE ENERGY PROGRAM  
AND THE A&M-CENTRAL TEXAS/CSE COOPERATIVE AGREEMENT (Funding  
Source: Donations)**

Use of Donated Funds: In addition to soliciting investment funding required to build the 50 MW solar field, CSE has agreed to be solely responsible for soliciting donations from investors to support both the A&M-Central Texas Renewable Energy Program and core initiatives of the A&M-Central Texas/CSE cooperative agreement.

All donated funds will be held and designated for use by either the A&M-Central Texas Foundation or by a separate but affiliated foundation created for this specific purpose. Some donated funds may be earmarked for the A&M-Central Texas Renewable Energy Program; all other donated funds may be designated for support of the core initiatives of the A&M-Central Texas /CSE collaborative.

Donated funds not specifically designated to support development of the A&M-Central Texas Renewable Energy Program may only be expended when a proposed activity is justified in detail as a Component Activity, and the expenditure is approved in writing by both A&M-Central Texas and CSE.

Support of the A&M-Central Texas Renewable Energy Program: Donated funds will drive the development of the A&M-Central Texas Renewable Energy Program and may be designated for instructional programs, including the hiring of faculty; the funding of research, including the construction of laboratory facilities and the purchase of equipment; support of community engagement, including the provision of workforce training services, as well as other activities appropriate to the development of the program.

While established universities often have substantial capability for scientific research, that capability is sometimes encased in tradition that is not easily engaged. As a new university, A&M-Central Texas offers unique flexibility coupled with the intent to explore creative approaches to the advancement and dissemination of knowledge:

- A&M-Central Texas offers an attractive association for a mold-breaking project because it is a new, upper-level university still developing its academic programs. Association with CSE will define a major area of emphasis for which the university can build innovative curricula.
- A&M-Central Texas is grounded in the A&M System, one of the nation's largest university systems, and it can attract research and collaborative interest from other universities and state agencies within the A&M System.
- A&M-Central Texas will create innovative educational pathways with its community and technical college partners and its regional school districts that will educate and train a new workforce in renewable energy technologies at multiple levels.
- A&M-Central Texas will associate education and research into the implementation and operation of the solar field and associated demonstration and incubation sites, with an emphasis on practical emergent technologies.
- A&M-Central Texas faculty, staff, and students will be directly engaged in testing and refining technologies, as well as participating in both the technical and financial assessment and planning required to take a technology to manufacturing and the marketplace.

**NOTE.** Because A&M-Central Texas has maintained an ongoing relationship with the development of CSE, it has been invited to participate in an NSF grant directed through the Texas A&M Engineering Experiment Station (TEES). As a participant in the NSF project, A&M-Central Texas will house a small photovoltaic array on its campus and will conduct research on “balance of systems,” with an emphasis on the storage of solar energy. The A&M-Central Texas /CSE cooperative would dramatically enhance the opportunity for similar projects at A&M-Central Texas, as well as at other A&M System institutions and agencies.

Support of the Core Initiatives of the A&M-Central Texas /CSE Collaborative: Donated funds will also drive core initiatives of the energy innovation model that will be jointly developed through the A&M-Central Texas /CSE cooperative agreement. The primary intent is to shorten the cycle for new technologies from inception to the marketplace with less capital investment.

These initiatives will include an awards program to encourage innovation, an incubation program to facilitate technology development, an entrepreneurial program to strengthen marketability, and a program focused on the prototyping and the preparation of technologies for manufacturing. An array of support will include, but will not be limited to:

- Engineering analysis and review
- Product optimization and technology comparisons

- Performance testing and certification
- UL application and submission
- Installation methodologies
- Manufacturing cost and market analysis
- Business plan creation, cost analysis, and market analysis
- Business and intellectual property law
- Collateral development, presentations and proposals, and branding
- Fundraising, budgets, team analysis

As the energy innovation model is implemented, costs for planning and administration may also be supported by donated funds, as well as the management and operation of secure demonstration sites for small deployments of technologies being tested and evaluated. Funding for core initiatives must be designated and justified as Component Activities, and formally approved by both A&M-Central Texas and CSE.

## **ORIGINS OF THE PROPOSED AGREEMENT**

The proposed A&M-Central Texas/CSE cooperative agreement is the result of a previous cooperative venture initiated in 2010 at Arizona Western College (AWC) in Yuma, Arizona, where Dr. Marc Nigliazzo, now President of A&M-Central Texas, was then President of AWC. Dr. Nigliazzo worked with Mr. Bruce Mercy, CEO of PPA Partners, a California solar development group during the inception of the AWC project that was completed in 2011, funded by Main Street Power. The 5MW project, using five different technologies, received national and international acclaim, including a prestigious national award, and is now the prototype for the much larger 50 MW project under development in Central Texas. When Dr. Nigliazzo accepted appointment as President of A&M-Central Texas, Mr. Mercy contacted him and asked if the new university would be interested in collaborating with the CSE project. Planning for that collaboration has been ongoing for more than three years.

## **EXECUTIVE SUMMARY**

Vice Chancellor for Research

The planned activities of the CSE will benefit the A&M-Central Texas Renewable Energy Program in both educational, research and potentially economic ways. First and more immediate, CSE activities can be leveraged to the benefit of A&M-Central Texas and potential partners in pursuit of federal research support focused on any aspect of solar energy development (e.g., photovoltaic cells, energy storage). CSE would provide an “applied research” capability to A&M-Central Texas in the renewable energy arena. This will complement the “basic research” aspect of most university research conducted by A&M-Central Texas in its Renewable Energy Program as well as other research areas at A&M-Central Texas.

The ability to respond to both “basic research” and “applied research” opportunities is growing in importance as: (1) Federal sponsors are increasing interest in tangible outcomes of research programs; and (2) Industry partners continue to search for research groups that understand and can quickly address their research needs for product development.

Such research activities provide a longer-term benefit in supporting development of academic/training programs associated with solar/renewable energy. Such academic and associated training programs would bring an essential “workforce development” aspect to creating the business “solar energy ecosystem” near the campus as a successful CSE would also likely attract industrial development and manufacturing infrastructure (as has occurred near other similar University/Industry partnerships).

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Billy Hamilton, Executive Vice Chancellor and Chief Financial Officer  
The Texas A&M University System

**Subject:** Approval of the Project Scope and Budget, Appropriation for Construction Services, and Approval for Construction for the Human Clinical Research Facility Project, Texas A&M University, College Station, Texas (Project No. 02-3170)

**Background and Prior Actions:**

The Human Clinical Research Facility (HCRF) Project was added as an FY 2014 start project to the A&M System Capital Plan at the May 2014 Board of Regents meeting.

**Proposed Board Action:**

- (1) Approve the project scope and budget.
- (2) Appropriate \$12,610,000 for construction services and related project costs. \$1,290,000 has been previously appropriated to this project.
- (3) Approve construction of the HCRF Project at Texas A&M University (Texas A&M).

**Funding/Budget Amount:**

<u>Funding Source</u>	<u>Budget Amount</u>	<u>Average Estimated Annual Debt Service</u>	<u>Debt Service Source</u>
Designated Tuition (Cash)	\$ 5,100,000	N/A	N/A
Available University Fund (Cash)	\$ 5,700,000	N/A	N/A
Indirect Cost Recovery (Cash)	\$ 1,000,000	N/A	N/A
Other Local Funds (Cash)	<u>\$ 2,100,000</u>	N/A	N/A
Total Project Funds	<u>\$13,900,000</u>		

**Project Justification:**

The HCRF Project is the second phase of a master planned site on the Texas A&M West Campus for the Department of Health and Kinesiology. The initial phase was the construction of the Physical Education Activity Program Building (PEAP) which has now been completed and

Agenda Item No.  
Agenda Item Briefing

occupied. The HCRF Project will become the focus for conducting human clinical trials and research on campus.

The Center for Translational Research in Aging and Longevity and the Exercise and Sport Nutrition Laboratory, both currently housed in the Research Park, will be a foundational part of this new facility. The design goal of the HCRF Project is to create an integrated facility where clinical research labs, participant rooms, support spaces and offices seamlessly flow and, thusly, encourage the highest performance capabilities to meet current and future research needs of the Department of Health and Kinesiology (HLKN).

A future third phase of this development will be the HLKN Headquarters Building to be located to the northeast of this HCRF.

**Scope:**

The HCRF will be located on a site adjoining the south side of John Kimbrough Boulevard across from the Agriculture Headquarters Complex and north of the PEAP Building. The location is shown on the map with this agenda item.

The HCRF Project is planned as a two-story building containing approximately 21,518 gross square feet. Spaces in the facility will include:

- + A weight and wellness center
- + Faculty and staff offices
- + Training and conference rooms
- + A clinical research laboratory to include examination rooms, participant bedrooms, nurses' station, procedure room, clinical testing, metabolic kitchen and sterile prep room
- + Main wet laboratory, mass spectrometry laboratory, sample preparation wet laboratory and freezer room

The project will include required site preparation, utility extensions, walkways, parking and landscaping. A bid alternate includes a pedestrian bridge across the creek and walkway to connect the HCRF and PEAP to be constructed only if funds are available.

The current schedule calls for the start of construction in December 2015 and for substantial completion of the HCRF Project in March 2017. The total project budget is \$13,900,000.

**Other Major Fiscal Impacts:**

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**  
**FACILITIES PLANNING AND CONSTRUCTION**  
Office of the Executive Vice Chancellor and Chief Financial Officer  
October 2, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of the Project Scope and Budget, Appropriation for Construction Services, and Approval for Construction for the Human Clinical Research Facility Project, Texas A&M University, College Station, Texas (Project No. 02-3170)

I recommend adoption of the following minute order:

**“The project scope along with a project budget of \$13,900,000 for the Human Clinical Research Facility Project is approved.**

**The amount of \$1,210,000 is appropriated from Account No. 02-808822, Human Clinical Research Center (Designated Tuition), the amount of \$5,500,000 is appropriated from Account No. 02-290376, Building Funds (AUF), the amount of \$200,000 is appropriated from Account No. 02-290993, AUF - College of Ed, the amount of \$600,000 is appropriated from Account No. 02-230054, Indirect Cost - Education, the amount of \$400,000 is appropriated from Account No. 02-230088, Indirect Cost – HLKN, the amount of \$1,800,000 is appropriated from Account No. 02-239029, Differential Tuition – Education, the amount of \$300,000 is appropriated from Account No. 02-221211, CLED – College Advancement Fee, the amount of \$1,500,000 is appropriated from Account No. 02-246205, Enhancing Excellence in Research (Designated Tuition), the amount of \$1,000,000 is appropriated from Account No. 02-241302, College of Education Support Services (Designated Tuition), and the amount of \$100,000 is appropriated from Account No. 02-241390, Dean of Education (Designated Tuition), for construction services and related project costs.**

**The Human Clinical Research Facility Project, Texas A&M University, College Station, Texas, is approved for construction.”**

Respectfully submitted,

Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

**Approval Recommended:**

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John Sharp  
Chancellor

**Approved for Legal Sufficiency:**

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Ray Bonilla  
General Counsel

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Michael K. Young, President  
Texas A&M University

## ATTACHMENT TO ITEM

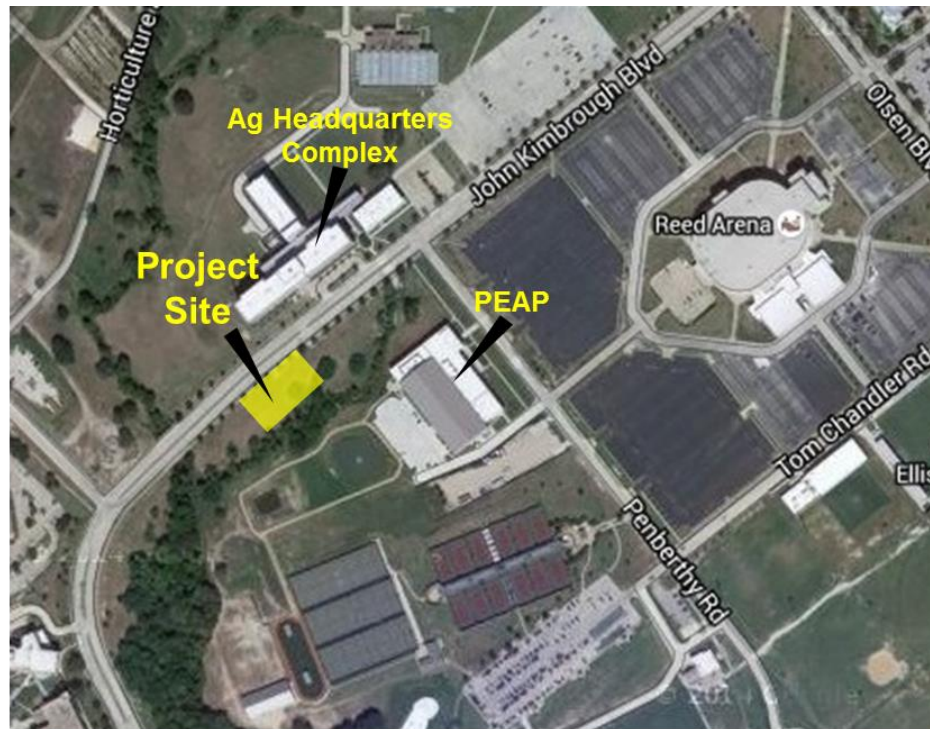
**HUMAN CLINICAL RESEARCH FACILITY**  
**TEXAS A&M UNIVERSITY**  
**PROJECT NO. 02-3170**

**PROJECT BUDGET**

1.	Amount Available for Construction Contract.....	\$11,213,500
2.	Owner's Contingency .....	593,625
3.	Architectural/Engineering Fees - Base .....	614,000
4.	Architectural/Engineering Fees – Reimbursables.....	199,000
5.	FP&C Project Management and Inspection Fees .....	358,840
6.	Envelope Consultant .....	50,000
7.	Movable Furnishings and Equipment .....	442,500
8.	AV Equipment .....	128,500
9.	Security Equipment.....	65,000
10.	Fiber Optics Interface .....	75,000
11.	Environmental Systems Balancing .....	62,035
12.	Construction Testing .....	51,000
13.	Exterior Graphics .....	5,000
14.	SSC Services .....	25,000
15.	Advertising, TAS/ADA Review & Other Project Costs.....	<u>17,000</u>
16.	TOTAL ESTIMATED COST OF PROJECT.....	<u>\$13,900,000</u>



1. Project Initiation Meeting ..... September 12, 2014
2. 100% Schematic Design Completion .....February 6, 2015
3. 100% Design Development Completion .....May 1, 2015
4. 100% Construction Document Completion ..... July 7, 2015
5. Advertise for Competitive Sealed Proposals (CSP)..... July 23, 2015
6. Receive CSP.....August 18, 2015
7. Board of Regents Approval for Construction ..... November 5, 2015
8. Issue Construction Notice to Proceed .....December 14, 2015
9. Substantial Completion .....March 2017
10. User Occupancy .....April 2017



## Human Clinical Research Facility

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Texas A&M University

Project No. 02-3170

## Construction Project Status Report

*Effective 11/2/2015*

<b>Projects in Programming / Planning:</b>	20 Projects	\$ 1,083,850,000
<b>Projects in Design:</b>	6 Projects	\$ 83,422,305
<b>Projects in Bidding:</b>	1 Project	\$ 13,900,000
<b>Projects in Construction:</b>	14 Projects	\$ 1,333,870,042
<b>Combined Total:</b>	41 Projects	\$ 2,515,042,347

## PROJECTS TO BE AUTHORIZED BY THE BOARD OF REGENTS

### Projects in Programming / Planning:

#### Bryan, TX

23-3203	Medical Research & Education Building 2	\$ 103,800,000
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#### Canyon, TX

18-3199	Agricultural Sciences Complex	\$ 48,160,000
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#### College Station, TX

02-3208	Agriculture Building #5	\$ 35,000,000
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02-3205	Biocontainment Research Facility	\$ 85,000,000
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08-3196	Center for Infrastructure Renewal	\$ 100,000,000
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#### Commerce, TX

21-3186	Nursing & Health Sciences Building	\$ 54,000,000
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#### Corpus Christi, TX

15-3188	Life Sciences Research & Engineering Complex-Ph I	\$ 60,000,000
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15-3179	Parking Garage	\$ 39,000,000
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#### Dallas, TX

23-3202	Dentistry Clinical Education Facility	\$ 95,000,000
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#### Ft. Worth, TX

04-3191	Southwest Metroplex Building	\$ 39,600,000
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#### Galveston, TX

10-3197	Academic Building Complex Phase II & Infrastructure	\$ 57,400,000
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#### Killeen, TX

24-3194	Multipurpose Building 3	\$ 36,000,000
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**Kingsville, TX**

17-3207	Education Complex	\$	60,000,000
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**Laredo, TX**

16-3206	Library Renovation/Addition of Instructional & Support Space	\$	62,100,000
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**Prairie View, TX**

05-3204	Capital Improvements	\$	18,632,000
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05-3198	Fabrication Center	\$	17,158,000
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**San Antonio, TX**

25-3158	Science & Technology Bldg & Campus Infrastructure	\$	63,000,000
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**Stephenville, TX**

04-3195	Applied Science Building	\$	54,000,000
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04-3176	Memorial Stadium Renovation and Expansion	\$	24,000,000
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**Texarkana, TX**

22-3200	Academic and Student Services Building	\$	32,000,000
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<b>Total of Projects in Programming / Planning</b>		<b>\$</b>	<b>1,083,850,000</b>
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**Projects in Design:****College Station, TX**

02-3164	Chemistry Bldg 72 Wing 1st & 2nd Floor Renovation	\$	11,722,305
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02-3193	Joint Library Facility Module 2	\$	5,500,000
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02-3177	West Campus Support Building	\$	10,500,000
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**Dallas, Texas**

06-3192	Dallas AgriLife Center	\$	34,000,000
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**Stephenville, TX**

04-3187	Utility and Infrastructure Improvements	\$	20,000,000
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**Texarkana, TX**

22-2997	Multipurpose Library Building & Central Plant-Phase II	\$	1,700,000
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<b>Total of Projects in Design</b>		<b>\$</b>	<b>83,422,305</b>
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**Projects in Bidding:****College Station, TX**

02-3170	Human Clinical Research Center	\$	13,900,000
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<b>Total of Projects in Bidding</b>		<b>\$</b>	<b>13,900,000</b>
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## Projects in Construction:

### College Station, TX

<b>02-3156</b>	<b>Commons Building Renovations and Additions</b>	\$	49,100,000
	Acklam Construction Co., LTD		
Status:	On Schedule	Substantial Completion Date:	04/17/2017
		Construction Work Completed:	20%
<b>02-3162</b>	<b>Completion of Corps Dorm Renovation</b>	\$	149,000,000
	SpawGlass Construction, Inc.		
Status:	On Schedule	Substantial Completion Date:	06/30/2016
		Construction Work Completed:	15%
<b>02-3125</b>	<b>CVM &amp; Biomedical Sciences New Education Bldg &amp; Small Animal Clinic Expansion &amp; Renovation</b>	\$	122,618,564
	Skanska USA Building, Inc.		
Status:	On Schedule	Substantial Completion Date:	06/24/2016
		Construction Work Completed:	49%
<b>02-3155</b>	<b>Engineering Education Complex</b>	\$	168,900,000
	J. T. Vaughn Construction, LLC		
Status:	On Schedule	Substantial Completion Date:	10/27/2017
		Construction Work Completed:	10%
<b>02-3159</b>	<b>FY14 Utility Production Upgrade</b>	\$	21,276,643
	REC Industries		
Status:	On Schedule	Substantial Completion Date:	03/31/2016
		Construction Work Completed:	87%
<b>02-3111</b>	<b>Kyle Field Stadium Redevelopment</b>	\$	488,582,222
	Manhattan Vaughn		
Status:	On Schedule	Substantial Completion Date:	09/15/2015
		Construction Work Completed:	98%
<b>02-3143</b>	<b>Student Recreation Center Addition</b>	\$	54,990,000
	Satterfield and Pontikes Construction, Inc.		
Status:	Behind Schedule	Substantial Completion Date:	03/15/2016
		Construction Work Completed:	50%
<b>20-3160</b>	<b>Texas A&amp;M Veterinary Medical Diagnostic Laboratory</b>	\$	53,600,000
	J. T. Vaughn Construction, LLC		
Status:	On Schedule	Substantial Completion Date:	11/19/2016
		Construction Work Completed:	30%
<b>02-3173</b>	<b>West Campus Housing Streets and Infrastructure</b>	\$	19,000,000
	SpawGlass Civil Construction, Inc.		
Status:	On Schedule	Substantial Completion Date:	11/30/2015
		Construction Work Completed:	85%

<b>06-3175</b>	<b>Agriculture and Life Sciences Building No. 4</b>	\$	32,500,000
Skanska USA Building, Inc.			
Status:	On Schedule	Substantial Completion Date:	07/23/2017
		Construction Work Completed:	0%

**Corpus Christi, TX**

<b>15-3142</b>	<b>University Center Expansion</b>	\$	28,465,000
Fulton Construction Corp./Coastcon Corp. JV			
Status:	On Schedule	Substantial Completion Date:	05/15/2015
		Construction Work Completed:	86%

**Galveston, TX**

<b>10-3180</b>	<b>Academic Building Complex</b>	\$	46,600,000
Linbeck			
Status:	On Schedule	Substantial Completion Date:	06/09/2017
		Construction Work Completed:	0%

**Prairie View, TX**

<b>05-3126</b>	<b>Ag &amp; Business Multipurpose Classroom Building</b>	\$	37,800,000
Linbeck			
Status:	On Schedule	Substantial Completion Date:	07/31/2015
		Construction Work Completed:	91%
<b>05-3157</b>	<b>Football Stadium &amp; Athletic Field House</b>	\$	61,437,613
Skanska USA Building, Inc.			
Status:	On Schedule	Substantial Completion Date:	05/16/2016
		Construction Work Completed:	23%

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<b>Total of Projects in Construction</b>	<b>\$</b>	<b>1,333,870,042</b>
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**Private Development:**

**College Station, TX**

02-3165	Century Square	\$	200,000,000
02-3163	TAMU-West Campus Housing	\$	111,000,000
02-3189	Park West Development	\$	200,000,000
02-3209	Cain Hall Site Redevelopment	\$	185,000,000

**Corpus Christi, TX**

15-3181	Momentum Village	\$	18,700,000
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**Galveston, TX**

10-3172	Operation Seawolf	\$	29,976,000
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**Stephenville, TX**

04-3182	Tarleton 2015 Residence Hall	\$	23,000,000
04-3190	Tarleton 2016 Residence Hall	\$	76,300,000

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<b>Total of Private Development Projects</b>	<b>\$</b>	<b>843,976,000</b>
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Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Cynthia Teniente-Matson, President  
Texas A&M University- San Antonio

**Subject:** Approval of Freshmen Admissions Standards for the 2016-17 Academic Year

**Proposed Board Action:**

Approve the freshmen admissions standards for the 2016-17 academic year for Texas A&M University-San Antonio (A&M-San Antonio).

**Background Information:**

In fall 2016, A&M-San Antonio will enroll lower-level undergraduate students. In accordance with System Policy [11.04, Admissions Standards](#), any changes to admissions standards, upon endorsement by the chancellor, shall be submitted to the Board of Regents for approval.

The proposed freshmen admissions standards for the 2016-17 academic year are documented and attached to the agenda item as exhibits.

**A&M System Funding or Other Financial Implications:**

None.

Agenda Item No.

**TEXAS A&M UNIVERSITY-SAN ANTONIO**

Office of the President

September 29, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of Freshmen Admissions Standards for the 2016-17 Academic Year

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System hereby approves the freshmen admissions standards for Texas A&M University-San Antonio for the 2016-17 academic year, as shown in Exhibit , copies of which are attached to the official minutes.”**

Respectfully submitted,

Cynthia Teniente-Matson  
President

**Approval Recommended:**

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John Sharp  
Chancellor

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Approved for Legal Sufficiency:**

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Ray Bonilla  
General Counsel



**Texas A&M University-San Antonio**  
**Freshmen Admissions Standards**  
**Year 2016-17**

ITEM  
EXHIBIT

<b>Application Fee</b>	\$15.00 non-refundable fee \$50.00 non-refundable fee for international applicants
<b>Admission Under Uniform Admission Policy*</b>	Top 25%
<b>Standards for Full Admission</b>	Students who graduated or will graduate from an accredited U.S. high school must meet two of the three following requirements to be eligible for regular admission: <ul style="list-style-type: none"> <li>• Rank in the top 50% of their graduating class.</li> <li>• Have an overall high school grade point average (GPA) of 2.0 on a 4.0 scale. Other grading scales will be converted to the 4.0 scale for admissions purposes.</li> </ul> Achieve a minimum composite score of 18 on the ACT, OR a minimum score of 860 on the SAT Reasoning Tests [critical reading and math sections].
<b>Conditional Admission and Requirements for Full Admission</b>	Students who do not meet two of the three requirements for regular admission; adult students without test scores and with no college level work who graduated five or more years prior to the application; or students who received a GED, attended school at home, or attended a non-accredited high school will be reviewed through A&M-San Antonio's Committee Review Process. The Committee Review Process may take into consideration the following additional criteria for admission: <ul style="list-style-type: none"> <li>• High school attended</li> <li>• First generation status</li> <li>• Employment</li> <li>• Special abilities</li> <li>• Extracurricular school activities</li> <li>• Individual achievement</li> <li>• Leadership activities</li> </ul> Other public service-related activities
<b>International Applicant English Proficiency Requirements**</b>	TOEFL: 500 Paper-based; 61 Internet-based IELTS: 6.0

\* The Uniform Admission Policy requires that Texas residents who graduate in the Top 10% of their high school class be granted automatic admission with no minimum standardized test scores. Institutions may grant automatic admission to Texas residents who graduate in the Top 25% of their high school class with no minimum standardized test scores.

In accordance with Texas Education Code (TEC) Sections 51.801-51.809, in order to be eligible for admission to any Texas public university, a student must complete at least the Recommended High School Program (RHSP), or its equivalent if graduating from a private or out-of-state high school. Applicants can receive an exemption if they achieve college readiness scores on the ACT or an SAT score of 1500 out of 2400. Exceptions can also be made in cases in which all the required courses are not available to the student.

\*\* International Applicant English Proficiency Requirements: Applicants whose native language is not English must take the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS).

All international students (who are not citizens or permanent U.S. residents) are required to be covered under the Student Health Insurance Plan or have equivalent insurance coverage as described in System Regulation 26.99.01.

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Ray Bonilla, General Counsel  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy *07.01, Ethics*

**Proposed Board Action:**

Approve revisions to System Policy *07.01, Ethics*.

**Background Information:**

The proposed revisions to this policy address the following issues:

- Several minor clarifications have been made to bring the policy into conformance with the ethics policy requirements of Senate Bill 20, passed by the 84<sup>th</sup> Legislature; and
- The list of categories of individuals protected from employment discrimination has been revised to conform with recent changes to System Policy *08.01, Civil Rights Protections and Compliance*.

**A&M System Funding or Other Financial Implications:**

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of General Counsel

October 16, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of Revisions to System Policy *07.01, Ethics*

I recommend adoption of the following minute order:

**“The revisions to System Policy *07.01, Ethics*, as shown in Exhibit , are approved, effective immediately.”**

Respectfully submitted,

Ray Bonilla  
General Counsel

**Approval Recommended:**

**Approved for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

## 07.01 Ethics

Approved February 27, 1995 (MO 44-95)  
Revised September 1, 1995 (MO 286-95)  
Revised July 26, 1996 (MO 169-96)  
Revised November 30, 2000 (MO 229-2000)  
Revised December 5, 2008 (MO 408-2008)  
Revised January 31, 2013 (MO 004-2013)  
Revised November 12, 2015 (MO -2015)  
Next Scheduled Review: ~~January 31, 2018~~ November 12, 2020



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### Policy Statement

The responsibility for educating and training the future leaders of the state and nation carries with it the duty to adhere to the highest ethical standards and principles. The Board of Regents (board) of The Texas A&M University System (system), therefore, promulgates the following ethical principles and standards to ensure that the board members and all persons employed by the system, regardless of rank or position, are held to the highest ethical standards.

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### Reason for Policy

This policy sets the tone throughout the system that promotes integrity-rich behavior, ethical conduct beyond reproach and a commitment to compliance. Additionally, Texas Government Code, Section 572.051 requires all state agencies to adopt a written ethics policy consistent with the standards set forth therein.

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### Procedures and Responsibilities

#### 1. PRINCIPLES OF ETHICAL CONDUCT

Board members and system employees shall conduct themselves in a manner that strengthens the public's trust and confidence by adhering to the following principles:

- (a) honesty, accountability, transparency, respect and trust;
- (b) integrity of the highest caliber;
- (c) conduct that is indisputable and beyond reproach;
- (d) openness and fairness; and
- (e) commitment to compliance.

#### 2. CODE OF ETHICAL CONDUCT

Board members and system employees:

- (a) shall be honest and ethical in their conduct and the performance of their duties;
- (b) shall adhere to all applicable local, state and federal laws and regulations, system policies and regulations, and member rules and procedures;
- (c) shall protect and conserve system resources and shall not use them for unauthorized activities;
- (d) shall endeavor to avoid any actions that would create the appearance that they are violating the law, system policies and regulations or member rules and procedures;
- (e) shall not hold direct or indirect financial interests or other interests that are in conflict with the conscientious performance of their official duties and responsibilities;
- (f) shall not engage in any financial transaction in order to further any private interest using nonpublic information which they obtain in the course of their employment;
- (g) shall not make unauthorized commitments or promises of any kind purporting to bind the system;
- (h) shall not use their public offices for private gain;
- (i) shall act impartially and not give preferential treatment to any private or public organization or individual;
- (j) shall not act as agents for another person in the negotiation of the terms of any agreement relating to the provision of money, services, or property to the system or any of its members;
- ~~(j)~~(k) shall not engage in outside employment or activities, including seeking or negotiating for employment, that conflict with official duties and responsibilities, i.e., conflicts of commitment;
- ~~(k)~~ shall promptly disclose fraud, waste, abuse and corruption in accordance with System Policy 10.02, *Control of Fraud, Waste and Abuse*; ~~and~~
- ~~(l)~~m shall strictly adhere to all state and federal laws and regulations, system policies and regulations, and member rules and procedures regarding sexual harassment and equal opportunity for all persons regardless of race, color, religion, sex, national origin, age, disability, genetic information ~~or~~, veteran status, sexual orientation or gender identity; and
- (n) shall be subject to disciplinary action up to, and including, dismissal upon violation of any of the foregoing.

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## Related Statutes, Policies, or Requirements

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Tex. Educ. Code § 51.9337

[Tex. Gov't Code § 572.051](#)

[System Policy 07.03, \*Conflicts of Interest, Dual Office Holding and Political Activities\*](#)

[System Policy 07.04, \*Benefits, Gifts and Honoraria\*](#)

[System Policy 08.01, \*Civil Rights Protections and Compliance\*](#)

[System Regulation 08.01.01, \*Civil Rights Compliance\*](#)

[System Policy 10.02, \*Control of Fraud, Waste and Abuse\*](#)

[System Policy 31.05, \*External Employment and Expert Witness\*](#)

[System Policy 33.04, \*Use of System Resources\*](#)

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## **Member Rule Requirements**

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A rule is not required to supplement this policy.

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## **Contact Office**

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~~Office of System~~ Ethics and Compliance Office  
(979) 458-6008

## 07.01 Ethics

Approved February 27, 1995 (MO 44-95)  
Revised September 1, 1995 (MO 286-95)  
Revised July 26, 1996 (MO 169-96)  
Revised November 30, 2000 (MO 229-2000)  
Revised December 5, 2008 (MO 408-2008)  
Revised January 31, 2013 (MO 004-2013)  
Revised November 12, 2015 (MO -2015)  
Next Scheduled Review: November 12, 2020



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### Policy Statement

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The responsibility for educating and training the future leaders of the state and nation carries with it the duty to adhere to the highest ethical standards and principles. The Board of Regents (board) of The Texas A&M University System (system), therefore, promulgates the following ethical principles and standards to ensure that the board members and all persons employed by the system, regardless of rank or position, are held to the highest ethical standards.

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### Reason for Policy

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This policy sets the tone throughout the system that promotes integrity-rich behavior, ethical conduct beyond reproach and a commitment to compliance. Additionally, Texas Government Code, Section 572.051 requires all state agencies to adopt a written ethics policy consistent with the standards set forth therein.

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### Procedures and Responsibilities

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#### 1. PRINCIPLES OF ETHICAL CONDUCT

Board members and system employees shall conduct themselves in a manner that strengthens the public's trust and confidence by adhering to the following principles:

- (a) honesty, accountability, transparency, respect and trust;
- (b) integrity of the highest caliber;
- (c) conduct that is indisputable and beyond reproach;
- (d) openness and fairness; and
- (e) commitment to compliance.

#### 2. CODE OF ETHICAL CONDUCT

Board members and system employees:

- (a) shall be honest and ethical in their conduct and the performance of their duties;
- (b) shall adhere to all applicable local, state and federal laws and regulations, system policies and regulations, and member rules and procedures;
- (c) shall protect and conserve system resources and shall not use them for unauthorized activities;
- (d) shall endeavor to avoid any actions that would create the appearance that they are violating the law, system policies and regulations or member rules and procedures;
- (e) shall not hold direct or indirect financial interests or other interests that are in conflict with the conscientious performance of their official duties and responsibilities;
- (f) shall not engage in any financial transaction in order to further any private interest using nonpublic information which they obtain in the course of their employment;
- (g) shall not make unauthorized commitments or promises of any kind purporting to bind the system;
- (h) shall not use their public offices for private gain;
- (i) shall act impartially and not give preferential treatment to any private or public organization or individual;
- (j) shall not act as agents for another person in the negotiation of the terms of any agreement relating to the provision of money, services, or property to the system or any of its members;
- (k) shall not engage in outside employment or activities, including seeking or negotiating for employment, that conflict with official duties and responsibilities, i.e., conflicts of commitment;
- (l) shall promptly disclose fraud, waste, abuse and corruption in accordance with System Policy *10.02, Control of Fraud, Waste and Abuse*;
- (m) shall strictly adhere to all state and federal laws and regulations, system policies and regulations, and member rules and procedures regarding sexual harassment and equal opportunity for all persons regardless of race, color, religion, sex, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity; and
- (n) shall be subject to disciplinary action up to, and including, dismissal upon violation of any of the foregoing.

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## **Related Statutes, Policies, or Requirements**

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Tex. Educ. Code § 51.9337

[Tex. Gov't Code § 572.051](#)



[System Policy 07.03, Conflicts of Interest, Dual Office Holding and Political Activities](#)

[System Policy 07.04, Benefits, Gifts and Honoraria](#)

[System Policy 08.01, Civil Rights Protections and Compliance](#)

[System Regulation 08.01.01, Civil Rights Compliance](#)

[System Policy 10.02, Control of Fraud, Waste and Abuse](#)

[System Policy 31.05, External Employment and Expert Witness](#)

[System Policy 33.04, Use of System Resources](#)

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## **Member Rule Requirements**

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A rule is not required to supplement this policy.

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## **Contact Office**

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System Ethics and Compliance Office  
(979) 458-6008

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Ray Bonilla, General Counsel  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy 07.03, *Conflicts of Interest, Dual Office Holding and Political Activities*

### **Proposed Board Action:**

Approve revisions to System Policy 07.03, *Conflicts of Interest, Dual Office Holding and Political Activities*.

### **Background Information:**

The proposed revisions to this policy address the following issues:

- Specific revisions have been made to Sections 1.5, 1.6 and 1.8 to ensure compliance with Senate Bill 20, passed by the 84<sup>th</sup> Legislature, which requires disclosures of certain potential conflicts of interest and prohibits contracting with a private vendor when certain system employees or their relatives within the second degree by blood or marriage have a financial interest with the vendor; and
- Section 3.3 has been revised to conform with a recent Attorney General opinion on system employees running for a political office (county, state, or federal).

### **A&M System Funding or Other Financial Implications:**

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of General Counsel

October 16, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of Revisions to System Policy 07.03, *Conflicts of Interest, Dual Office Holding and Political Activities*

I recommend adoption of the following minute order:

**“The revisions to System Policy 07.03, *Conflicts of Interest, Dual Office Holding and Political Activities*, as shown in Exhibit , are approved, effective immediately.”**

Respectfully submitted,

Ray Bonilla  
General Counsel

**Approval Recommended:**

**Approved for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

## 07.03 Conflicts of Interest, Dual Office Holding and Political Activities

Approved December 5, 2008 (MO 409-2008)

Revised May 4, 2012 (MO 109-2012)

Revised August 8, 2013 (MO 192-2013)

Revised November 12, 2015 (MO -2015)

Next Scheduled Review: ~~August 8, 2018~~November 12, 2020



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### Policy Statement

There are many statutory requirements the members of the Board of Regents (board) and employees of The Texas A&M University System (system) must follow to ensure no conflicts of interest exist while they carry out their public duties. Such requirements include filings with the Texas Ethics Commission and rules surrounding the holding of public and private office.

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### Reason for Policy

This policy lists the statutory requirements for filings with the Texas Ethics Commission, gives board members and employees direction on when they may and may not hold public and private office and provides guidance on their participation in the political process as it relates to their position within the system.

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### Procedures and Responsibilities

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#### 1. CONFLICTS OF INTEREST

- 1.1 Board members, the chancellor, and member chief executive officers (CEOs) ~~the presidents of the member universities and the directors of the member agencies~~ are required by state law to file a financial statement with the Texas Ethics Commission annually. Forms prescribed by the commission shall be utilized. With the exception of board members, a copy of such forms shall be filed in the Office of the Board of Regents.
- 1.2 Deputy chancellors, vice chancellors, the chief auditor, the general counsel, the system ethics and compliance officer, other members of the chancellor's executive committee, vice presidents and all employees who exercise discretion with regard to the investment of funds under the control of the system, shall file annually with their respective member ~~chief executive officers (CEOs)~~ an *Annual Financial Disclosure Report*

disclosing detailed information regarding themselves, their spouses and their dependent children.

The *Annual Financial Disclosure Form* is maintained by the Office of General Counsel and is available online (see **Related Statutes** section).

- 1.3 Any outside employment of the chancellor, including serving on the board of directors of a corporation, shall be approved in advance by the chairman of the board or the chairman's designee.
- 1.4 As state officers, board members, the chancellor, presidents and agency directors are required to disclose any legal or equitable interest in property that is to be acquired with public funds. Such disclosure shall be made by filing an affidavit containing specific information as required by Tex. Gov't Code § 553.002. The affidavit must be filed with the county clerk of the county in which the individual resides and the county clerk of each county in which the property is located. Such filing must be completed within ~~ten~~(10) days before the date on which the property is to be acquired by purchase or condemnation.

- 1.5 The system and its members are prohibited from entering into a contract for the purchase of goods or services under Tex. Educ. Code § 51.9335 with a private vendor with whom any of the following employees has a financial interest:

- (a) the chancellor or a member CEO, the system general counsel, or the system or a member chief procurement officer or procurement director; or
- (b) any person related to an employee described by Subsection 1.5(a), within the second degree of affinity (marriage) or consanguinity (blood).

The employees listed in section 1.5(a) shall promptly disclose to the system general counsel and to their supervisor the existence of a financial interest with a private vendor that may prohibit the system or the respective system member from entering into a contract with the vendor.

~~A member is not prohibited from entering into a contract or other transaction with a business entity in which a board member has an interest if the interest is not a substantial interest or, if the interest is a substantial interest, the board member discloses that interest in a meeting held in compliance with the Open Meetings Act (Chapter 551, Government Code) and refrains from voting on the contract or transaction requiring board approval. Any such contract or transaction requiring board approval must be approved by an affirmative majority of the board members voting on the contract or transaction.~~

- 1.5.1 ~~For purposes of this section~~Relatives within the second degree by affinity and consanguinity;, a board member has a substantial interest in a business entity if:

- (a) A person is related to an employee within the second degree of affinity if such person is an employee's spouse, spouse's child, spouse's mother or father, spouse's brother or sister, spouse's grandparent, spouse's grandchild,

~~child's spouse, parent's spouse, brother or sister's spouse, grandparent's spouse or grandchild's spouse the board member owns 10 percent or more of the voting stock or shares of the business entity, or owns either 10 percent or more or \$15,000 or more of the fair market value of the business entity; and~~

- ~~(b) A person is related to an employee within the second degree of consanguinity if the person is an employee's parent, child, brother, sister, grandchild or grandparent. funds received by the board member from the business entity exceed 10 percent of his or her gross income for the previous year;~~
- ~~(c) the board member is an officer of the business entity or a member of the governing board of the business entity; or~~
- ~~(d) the board member's spouse or child has an interest in the business entity as described by Subsection (a), (b) or (c).~~
- ~~(c) For purposes of this section, an adopted child is treated as the natural child of the adoptive parents.~~

1.5.2 An employee described by Subsection 1.5(a) or 1.5(b) has a financial interest in a private vendor if the employee:

- (a) owns or controls, directly or indirectly, an ownership interest of at least one percent in the private vendor, including the right to share in profits, proceeds, or capital gains; or
- (b) could reasonably foresee that a contract with the private vendor could result in a financial benefit to the employee.

1.5.3 A financial interest prohibited by this section does not include a retirement plan, a blind trust, insurance coverage, or an ownership interest of less than one percent in a corporation.

~~The board is not precluded from entering into a contract or other transaction with a nonprofit corporation merely because a board member also serves as a member, director, officer or employee of the nonprofit corporation.~~

1.6 Employees are prohibited from having a direct or indirect financial or other interest, engaging in a business transaction or professional activity, or incurring any obligation that is in substantial conflict with the proper discharge of the employee's official duties and responsibilities.

~~1.7~~1.5.2 As soon as possible after becoming aware of any potential conflict of interest, a board member shall disclose such fact and any other relevant information to the general counsel. In such an event, the general counsel shall review the potential conflict and issue an opinion.

1.8 Any member employee who exercises discretion or makes decisions regarding the award of a bid or contract with a private vendor shall promptly disclose to the member

CEO or designee on the Potential Conflict of Interest Disclosure Form any potential conflict of interest that is known by the employee with respect to any contract with a private vendor or bid for the purchase of goods or services from a private vendor by the member. A “potential conflict of interest” under this section means an interest, financial or otherwise, that could potentially conflict with the conscientious performance of an employee’s official duties and responsibilities, including interests that could create the appearance of impropriety.

1.94-6 System Policy 07.01, *Ethics*, provides additional guidance on conflicts of interests that board members and employees must avoid.

## 2. DUAL OFFICE HOLDING

### 2.1 Non-elective State or Federal Office

2.1.1 Board members and employees may hold non-elective offices with boards, commissions and other state and federal entities provided that the holding of such office (a) is of benefit to the state of Texas or is required by state or federal law, and (b) is not in conflict with the board member’s or employee’s position within the system. In the case of employees, such appointments must be approved by the member CEO.

2.1.2 Prior to the chancellor or a member CEO accepting an invitation to serve in an additional non-elective office, the board must determine that the appointment meets the two requirements stated above. The board must also make an official record of any compensation to be received by the chancellor or member CEO from such appointment, including salary, bonus, per diem or other types of compensation.

2.2 Employees may hold other positions of employment with agencies, boards, commissions or other entities of government as long as the holding of such positions is consistent with the prohibitions against dual office holding in the Texas Constitution. Consulting arrangements with federal, state or local governmental agencies of a detached and independent advisory nature are not considered to be appointments with such agencies.

## 3. POLITICAL ACTIVITIES

### 3.1 Restrictions on Members, Board Members and Employees

3.1.1 A member may not use any money under its control, including appropriated money, to finance or otherwise support the candidacy of a person for an office in the legislative, executive or judicial branch of state government or of the government of the United States. This prohibition extends to the direct or indirect employment of a person to perform an action described by this subsection.

3.1.2 A board member or employee may not use a state-owned or leased vehicle for a purpose described by Subsection 3.1.1.

- 3.1.3 A member may not use appropriated money to attempt to influence the passage or defeat of a legislative measure. This subsection does not prohibit a board member or employee from using state resources to provide public information or to provide information responsive to a request.
- 3.1.4 Board members and employees shall not use their official authority or influence, or permit the use of a program administered by the system to interfere with or affect the result of an election or nomination of a candidate or to achieve any other political purpose.
- 3.1.5 Board members and employees shall not coerce, attempt to coerce, command, restrict, attempt to restrict or prevent the payment, loan or contribution of anything of value to a person or political organization for a political purpose.
- 3.1.6 An employee who violates Subsections 3.1.4 or 3.1.5 is subject to immediate termination of employment. A member may not use appropriated money to compensate a board member or employee who violates any of the previous subsections of this section.
- 3.2 As employees and public officers of the state of Texas, board members and employees have the rights of freedom of association and political participation guaranteed by the state and federal constitutions, except as provided by Section 3.1. Board members and employees shall be allowed sufficient time off to vote in public elections without a deduction from pay or from accrued leave time.
- 3.3 Employees as Candidates and Officeholders
- 3.3.1 Employees may run for election and serve as members of the governing bodies of school districts, cities, towns or other local governmental districts. A county is not an “other local governmental district” for purposes of this ~~policy~~section. No campaign activities may be conducted during official business hours unless the employee has requested and received permission to use leave time for such purpose. Any employee elected to such a position may not receive any salary for serving as a member of such governing bodies, except that a faculty member of system academic institutions may receive compensation for serving as a member of a water district created under Article XVI, Section 59 or Article III, Section 52 of the state constitution.
- 3.3.2 If an employee wishes to announce as a candidate and seek election to a county, state, or federal ~~an office other than as a member of the governing body of a school district, city, town or other local governmental district~~, such employee may not conduct campaign activities during official business hours unless the employee has requested and received permission to use leave time for such purpose. must seek approval to be granted an unpaid leave of absence until the final election is over. The employee shall not use any system resource for campaign purposes. If the employee is elected, a resignation from employment is deemed to be automatic and the employment ends when the person assumes office. If the member CEO is not willing to grant a leave of absence for the



~~election process, the employee must choose between the position of employment and the desire to be elected to another position.~~

3.3.3 A member is authorized to adopt a procedure requiring an employee to resign from system employment before announcing as a candidate and seeking election to any office that would, in the judgment of the member, create a potential or actual conflict of interest with the individual's current position of employment. Prior to adoption, this procedure shall be submitted to the Office of General Counsel for legal sufficiency review. Two examples of such conflicts of interest include: (a) an office that funds any portion of the salary of the employee's position of system employment; or (b) an office that would give the employee supervisory authority over his or her supervisor (or a higher-ranking member employee in the individual's "chain of command"). This subsection is based on the system's important interest in the integrity of its institutions and agencies and in the integrity, efficiency, loyalty and nonpartisanship of its employees.

3.3.4 Federal law may prohibit an employee whose salary is paid completely by federal funds from becoming a candidate for elective office. An employee should contact their member human resources office if the employee has questions about the application of this prohibition.

3.4 Board members and employees may make personal contributions to candidates for office and political organizations with the exception that employees may not contribute personal services, money or goods of value to a speaker candidate for use in the campaign for speaker of the Texas House of Representatives.

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## Related Statutes, Policies, or Requirements

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[Annual Financial Disclosure Form](#)

[Potential Conflict of Interest Disclosure Form](#)

[5 United States Code § 1502\(a\)\(3\)](#)

[Texas Constitution, Article XVI, § 40](#)

[Texas Government Code Chapter-Ch. 302, Speaker of the House of Representatives](#)

[Texas Government Code Chapter-Ch. 553, Public Disclosure](#)

[Texas Government Code Chapter-Ch. 556, Political Activities by Certain Public Entities and Individuals](#)

[Texas Government Code Chapter-Ch. 572, Personal Financial Disclosure, Standards of Conduct, and Conflict of Interest](#)

[Tex.as Gov'ernment Code Chapter-Ch. 574, Dual Office Holding](#)

[Tex. Gov't Code § 2261.252](#)

[Texas Education Code § 51.923, Qualifications of Certain Business Entities to Enter into Contracts with An Institution Of Higher Education](#)

[System Policy 07.01, Ethics](#)

[System Policy 07.04, Benefits, Gifts and Honoraria](#)

[System Policy 31.01, Compensation](#)

[System Regulation 07.03.01, Political Campaign Events on Property Under the Control of The Texas A&M University System](#)

[System Policy 31.05, External Employment and Expert Witness](#)

[System Policy 33.03, Nepotism](#)

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## Definitions

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Public funds – includes only funds collected by or through a government.

System resource – an item or tool provided by the system for purposes of satisfying normal business activities, including but not limited to internet access, e-mail addresses, facsimiles, telephone and personal computing services, procurement and credit cards, and all other organizational assets, including cash.

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## Member Rule Requirements

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~~No~~A rule is not required to supplement this policy.

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## Contact Office

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Office of General Counsel  
(979) 458-6120

POTENTIAL CONFLICT OF INTEREST  
DISCLOSURE FORM

Name of Employee: \_\_\_\_\_

Employee Title: \_\_\_\_\_

Date of Submission: \_\_\_\_\_

Description of the Contract or Bid: \_\_\_\_\_

\_\_\_\_\_

Nature of the Potential Conflict of Interest: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Employee: \_\_\_\_\_

## 07.03 Conflicts of Interest, Dual Office Holding and Political Activities

Approved December 5, 2008 (MO 409-2008)  
Revised May 4, 2012 (MO 109-2012)  
Revised August 8, 2013 (MO 192-2013)  
Revised November 12, 2015 (MO -2015)  
Next Scheduled Review: November 12, 2020



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### Policy Statement

There are many statutory requirements the members of the Board of Regents (board) and employees of The Texas A&M University System (system) must follow to ensure no conflicts of interest exist while they carry out their public duties. Such requirements include filings with the Texas Ethics Commission and rules surrounding the holding of public and private office.

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### Reason for Policy

This policy lists the statutory requirements for filings with the Texas Ethics Commission, gives board members and employees direction on when they may and may not hold public and private office and provides guidance on their participation in the political process as it relates to their position within the system.

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### Procedures and Responsibilities

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#### 1. CONFLICTS OF INTEREST

- 1.1 Board members, the chancellor and member chief executive officers (CEOs) are required by state law to file a financial statement with the Texas Ethics Commission annually. Forms prescribed by the commission shall be utilized. With the exception of board members, a copy of such forms shall be filed in the Office of the Board of Regents.
- 1.2 Deputy chancellors, vice chancellors, the chief auditor, the general counsel, the system ethics and compliance officer, other members of the chancellor's executive committee, vice presidents and all employees who exercise discretion with regard to the investment of funds under the control of the system, shall file annually with their respective member CEOs an *Annual Financial Disclosure Report* disclosing detailed information regarding themselves, their spouses and their dependent children.

The *Annual Financial Disclosure Form* is maintained by the Office of General Counsel and is available online (see **Related Statutes** section).

- 1.3 Any outside employment of the chancellor, including serving on the board of directors of a corporation, shall be approved in advance by the chairman of the board or the chairman's designee.
- 1.4 As state officers, board members, the chancellor, presidents and agency directors are required to disclose any legal or equitable interest in property that is to be acquired with public funds. Such disclosure shall be made by filing an affidavit containing specific information as required by Tex. Gov't Code § 553.002. The affidavit must be filed with the county clerk of the county in which the individual resides and the county clerk of each county in which the property is located. Such filing must be completed within 10 days before the date on which the property is to be acquired by purchase or condemnation.
- 1.5 The system and its members are prohibited from entering into a contract for the purchase of goods or services under Tex. Educ. Code § 51.9335 with a private vendor with whom any of the following employees has a financial interest:
  - (a) the chancellor or a member CEO, the system general counsel, or the system or a member chief procurement officer or procurement director; or
  - (b) any person related to an employee described by Subsection 1.5(a), within the second degree of affinity (marriage) or consanguinity (blood).

The employees listed in section 1.5(a) shall promptly disclose to the system general counsel and to their supervisor the existence of a financial interest with a private vendor that may prohibit the system or the respective system member from entering into a contract with the vendor.

1.5.1 Relatives within the second degree by affinity and consanguinity:

- (a) A person is related to an employee within the second degree of affinity if such person is an employee's spouse, spouse's child, spouse's mother or father, spouse's brother or sister, spouse's grandparent, spouse's grandchild, child's spouse, parent's spouse, brother or sister's spouse, grandparent's spouse or grandchild's spouse; and
- (b) A person is related to an employee within the second degree of consanguinity if the person is an employee's parent, child, brother, sister, grandchild or grandparent.
- (c) For purposes of this section, an adopted child is treated as the natural child of the adoptive parents.

1.5.2 An employee described by Subsection 1.5(a) or 1.5(b) has a financial interest in a private vendor if the employee:

- (a) owns or controls, directly or indirectly, an ownership interest of at least one percent in the private vendor, including the right to share in profits, proceeds, or capital gains; or
- (b) could reasonably foresee that a contract with the private vendor could result in a financial benefit to the employee.

1.5.3 A financial interest prohibited by this section does not include a retirement plan, a blind trust, insurance coverage, or an ownership interest of less than one percent in a corporation.

- 1.6 Employees are prohibited from having a direct or indirect financial or other interest, engaging in a business transaction or professional activity, or incurring any obligation that is in substantial conflict with the proper discharge of the employee's official duties and responsibilities.
- 1.7 As soon as possible after becoming aware of any potential conflict of interest, a board member shall disclose such fact and any other relevant information to the general counsel. In such an event, the general counsel shall review the potential conflict and issue an opinion.
- 1.8 Any member employee who exercises discretion or makes decisions regarding the award of a bid or contract with a private vendor shall promptly disclose to the member CEO or designee on the Potential Conflict of Interest Disclosure Form any potential conflict of interest that is known by the employee with respect to any contract with a private vendor or bid for the purchase of goods or services from a private vendor by the member. A "potential conflict of interest" under this section means an interest, financial or otherwise, that could potentially conflict with the conscientious performance of an employee's official duties and responsibilities, including interests that could create the appearance of impropriety.
- 1.9 System Policy 07.01, *Ethics*, provides additional guidance on conflicts of interests that board members and employees must avoid.

## 2. DUAL OFFICE HOLDING

### 2.1 Non-elective State or Federal Office

- 2.1.1 Board members and employees may hold non-elective offices with boards, commissions and other state and federal entities provided that the holding of such office (a) is of benefit to the state of Texas or is required by state or federal law, and (b) is not in conflict with the board member's or employee's position within the system. In the case of employees, such appointments must be approved by the member CEO.
- 2.1.2 Prior to the chancellor or a member CEO accepting an invitation to serve in an additional non-elective office, the board must determine that the appointment meets the two requirements stated above. The board must also make an official record of any compensation to be received by the chancellor or member CEO

from such appointment, including salary, bonus, per diem or other types of compensation.

- 2.2 Employees may hold other positions of employment with agencies, boards, commissions or other entities of government as long as the holding of such positions is consistent with the prohibitions against dual office holding in the Texas Constitution. Consulting arrangements with federal, state or local governmental agencies of a detached and independent advisory nature are not considered to be appointments with such agencies.

### 3. POLITICAL ACTIVITIES

#### 3.1 Restrictions on Members, Board Members and Employees

- 3.1.1 A member may not use any money under its control, including appropriated money, to finance or otherwise support the candidacy of a person for an office in the legislative, executive or judicial branch of state government or of the government of the United States. This prohibition extends to the direct or indirect employment of a person to perform an action described by this subsection.
- 3.1.2 A board member or employee may not use a state-owned or leased vehicle for a purpose described by Subsection 3.1.1.
- 3.1.3 A member may not use appropriated money to attempt to influence the passage or defeat of a legislative measure. This subsection does not prohibit a board member or employee from using state resources to provide public information or to provide information responsive to a request.
- 3.1.4 Board members and employees shall not use their official authority or influence, or permit the use of a program administered by the system to interfere with or affect the result of an election or nomination of a candidate or to achieve any other political purpose.
- 3.1.5 Board members and employees shall not coerce, attempt to coerce, command, restrict, attempt to restrict or prevent the payment, loan or contribution of anything of value to a person or political organization for a political purpose.
- 3.1.6 An employee who violates Subsections 3.1.4 or 3.1.5 is subject to immediate termination of employment. A member may not use appropriated money to compensate a board member or employee who violates any of the previous subsections of this section.
- 3.2 As employees and public officers of the state of Texas, board members and employees have the rights of freedom of association and political participation guaranteed by the state and federal constitutions, except as provided by Section 3.1. Board members and employees shall be allowed sufficient time off to vote in public elections without a deduction from pay or from accrued leave time.

### 3.3 Employees as Candidates and Officeholders

- 3.3.1 Employees may run for election and serve as members of the governing bodies of school districts, cities, towns or other local governmental districts. A county is not an “other local governmental district” for purposes of this section. No campaign activities may be conducted during official business hours unless the employee has requested and received permission to use leave time for such purpose. Any employee elected to such a position may not receive any salary for serving as a member of such governing bodies, except that a faculty member of system academic institutions may receive compensation for serving as a member of a water district created under Article XVI, Section 59 or Article III, Section 52 of the state constitution.
  - 3.3.2 If an employee wishes to announce as a candidate and seek election to a county, state, or federal office, such employee may not conduct campaign activities during official business hours unless the employee has requested and received permission to use leave time for such purpose. The employee shall not use any system resource for campaign purposes.
  - 3.3.3 A member is authorized to adopt a procedure requiring an employee to resign from system employment before announcing as a candidate and seeking election to any office that would, in the judgment of the member, create a potential or actual conflict of interest with the individual’s current position of employment. Prior to adoption, this procedure shall be submitted to the Office of General Counsel for legal sufficiency review. Two examples of such conflicts of interest include: (a) an office that funds any portion of the salary of the employee’s position of system employment; or (b) an office that would give the employee supervisory authority over his or her supervisor (or a higher-ranking member employee in the individual’s “chain of command”). This subsection is based on the system’s important interest in the integrity of its institutions and agencies and in the integrity, efficiency, loyalty and nonpartisanship of its employees.
  - 3.3.4 Federal law may prohibit an employee whose salary is paid completely by federal funds from becoming a candidate for elective office. An employee should contact their member human resources office if the employee has questions about the application of this prohibition.
- 3.4 Board members and employees may make personal contributions to candidates for office and political organizations with the exception that employees may not contribute personal services, money or goods of value to a speaker candidate for use in the campaign for speaker of the Texas House of Representatives.

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## **Related Statutes, Policies, or Requirements**

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[Annual Financial Disclosure Form](#)

[Potential Conflict of Interest Disclosure Form](#)

[5 United States Code § 1502\(a\)\(3\)](#)

[Texas Constitution, Art. XVI, § 40](#)

[Tex. Gov't Code Ch. 302, \*Speaker of the House of Representatives\*](#)

[Tex. Gov't Code Ch. 553, \*Public Disclosure\*](#)

[Tex. Gov't Code Ch. 556, \*Political Activities by Certain Public Entities and Individuals\*](#)

[Tex. Gov't Code Ch. 572, \*Personal Financial Disclosure, Standards of Conduct, and Conflict of Interest\*](#)

[Tex. Gov't Code Ch. 574, \*Dual Office Holding\*](#)

[Tex. Gov't Code § 2261.252](#)

[System Policy 07.01, \*Ethics\*](#)

[System Policy 07.04, \*Benefits, Gifts and Honoraria\*](#)

[System Policy 31.01, \*Compensation\*](#)

[System Regulation 07.03.01, \*Political Campaign Events on Property Under the Control of The Texas A&M University System\*](#)

[System Policy 31.05, \*External Employment and Expert Witness\*](#)

[System Policy 33.03, \*Nepotism\*](#)

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## **Definitions**

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Public funds – includes only funds collected by or through a government.

System resource – an item or tool provided by the system for purposes of satisfying normal business activities, including but not limited to internet access, e-mail addresses, facsimiles, telephone and personal computing services, procurement and credit cards, and all other organizational assets, including cash.

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## **Member Rule Requirements**

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A rule is not required to supplement this policy.

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## **Contact Office**

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Office of General Counsel  
(979) 458-6120

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Maria L. Robinson, Chief Investment Officer and Treasurer  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy 22.02, *System Investment*

**Proposed Board Action:**

Approve revisions to System Policy 22.02, *System Investment*.

**Background Information:**

In July 2014, the Securities and Exchange Commission issued new rules for institutional money market mutual funds that are intended to provide increased transparency and protection during extreme market stress. The rules require that institutional money market funds be priced at a floating net asset value, moving away from the stable net asset value of \$1 per share. In addition, the rules permit the funds to impose liquidity fees and redemption gates in periods of significant redemptions. Government and U.S. Treasury money market mutual funds will be exempt from the reform. Changes must be implemented no later than October 14, 2016.

In order to permit the continued investment in diversified institutional money market mutual funds, one change is recommended to System Policy 22.02, *System Investment*, Section 2.2.9, to remove the requirement for \$1 NAV funds. Short-term cash will be allocated between government and diversified institutional money market funds to ensure sufficient liquidity to meet the daily cash needs of the A&M System.

Sections 7 and 8 are also being revised to provide consistency and ensure best practices.

**A&M System Funding or Other Financial Implications:**

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**  
Office of the Chief Investment Officer and Treasurer  
October 1, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of Revisions to System Policy 22.02, *System Investment*

I recommend adoption of the following minute order:

**“The revisions to System Policy 22.02, *System Investment*, as shown in Exhibit , are approved and effective immediately.”**

Respectfully submitted,

Maria L. Robinson  
Chief Investment Officer and Treasurer

**Approval Recommended:**

**Approved for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

## 22.02 System Investment

Approved February 27, 1995 (MO 44-95)  
Revised December 6, 1996 (MO 220-96)  
Revised July 25, 1997 (MO 95-97)  
Revised August 13, 1999 (MO 201-1999)  
Revised September 22, 2000 (MO 165-2000)  
Revised July 27, 2001 (MO 145-2001)  
Revised July 26, 2002 (MO 161-2002)  
Revised July 25, 2003 (MO 130-2003)  
Revised July 23, 2004 (MO 93-2004)  
Revised July 22, 2005 (MO 127-2005)  
Revised January 27, 2006 (MO 038-2006)  
Revised July 28, 2006 (MO 162-2006)  
Revised July 27, 2007 (MO 159-2007)  
Revised August 1, 2008 (MO 233-2008)  
Revised July 17, 2009 (MO 144-2009)  
Revised July 23, 2010 (MO 132-2010)  
Revised July 22, 2011 (MO 140-2011)  
Revised August 3, 2012 (MO 150-2012)  
Revised October 31, 2013 (MO 241-2013)  
Revised February 12, 2015 (MO 002—2015)  
Revised November 12, 2015 (MO -2015)  
Next Scheduled Review: February 12, 2016November 12, 2016



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### Policy Statement

This policy sets out the responsibilities of the Board of Regents (board), as assigned by law, to act as a fiduciary in the management of assets under the control of The Texas A&M University System (system).

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### Reason for Policy

This policy delineates the roles and responsibilities of the board, chancellor and system staff regarding the management of assets under the control of the board.

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### Procedures and Responsibilities

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#### 1. GENERAL

- 1.1 As provided in the Texas Education Code, each board member has the legal responsibilities of a fiduciary in the management of funds under the control of the

system. All investments will be made in accordance with applicable state and federal regulations. All assets of the system will at all times be vested in the board, and such assets will be deemed to be held by the board as a fiduciary regardless of the name in which the securities may be registered.

- 1.2 The board has granted to the chancellor the authority for the purchase, sale, assignment, transfer and management of all investments of any kind or character of the system or any member thereof and has authorized the chancellor to execute on behalf of the board or any member thereof any and all documents required in the purchase, sale, assignment, transfer and management of these investments.
- 1.3 The chancellor may delegate to treasury personnel the authority to execute any and all documents required to accomplish the actions outlined above and the deposit, withdrawal, or transfer of assets on behalf of the members.
- 1.4 Investments are defined to include, but are not limited to, any monetary or negotiable asset or property right held by a member including all operating, non-operating and other funds. This includes any asset or property right acquired or held by any member as trustee of a trust or as executor of an estate. Assets shall include land and other real property, market investments, business enterprises and any other investments of any kind or character held or acquired by such funds.
- 1.5 Prudent Investor Rule – Each person responsible for making or retaining each and all investments and in acquiring, investing, reinvesting, exchanging, retaining, selling, supervising and managing funds shall do so in good faith and with the care an ordinarily prudent person in a like position would exercise under similar circumstances.
- 1.6 In the management of system investments, consideration will be given to general economic/capital market conditions, the possible effect of inflation or deflation, the expected tax consequences, the role that each investment or course of action plays within the overall investment portfolio and the requirements for liquidity, diversification, safety of principal, yield, maturity, quality and capability of investment management, with the primary emphasis on safety. Consideration will also be given to incur only costs that are appropriate and reasonable in relation to the assets.
- 1.7 The overall objective of the investment policy is to invest the system's available funds in such a manner as to earn as high a level of return as can reasonably be achieved within the framework of the policy and consistent with the system's primary objective of the safety and preservation of capital.
- 1.8 Each custodian bank will furnish monthly statements to the Office of the Executive Vice Chancellor and Chief Financial Officer that will include cost and market value for all positions, industry segmentation and percentage composition of the portfolio represented by each issue. The custodian bank statements will be used as the basis for quarterly investment performance reports to the board.
- 1.9 Coordination of investment policy, cash management and system depositories' activities will be maintained by the chancellor through the Office of the Executive Vice Chancellor and Chief Financial Officer.

- 1.10 The chancellor will provide the board's Committee on Finance an annual report on the need to revise the system investment policy in regard to authorized securities, asset allocation, payout or any other pertinent matters.

## 2. INVESTMENT OF FUNDS

### 2.1 Quality Restrictions

For the purpose of this policy all securities which use long-term credit ratings must be rated the equivalent of "B" or better by a nationally recognized credit rating organization. The fixed income portfolio must have an overall credit rating of "A" or better by a nationally recognized statistical rating organization. Securities using short-term credit ratings must be rated at least A-2, P-2, F-2 or the equivalent by a nationally recognized credit rating service.

### 2.2 Authorized Investments

- 2.2.1 Direct obligations of the principal and interest which are guaranteed by the United States Government or its agencies to include:

- (a) obligations of the U.S. Treasury.
- (b) direct obligations guaranteed by the Federal Intermediate Credit Bank (FICB), Federal National Mortgage Association (FNMA), Federal Farm Credit Bank (FFCB), Government National Mortgage Association (GNMA), Student Loan Marketing Association (SLMA), Federal Home Loan Mortgage Corporation (FHLMC), Federal Home Loan Bank (FHLB), Tennessee Valley Authority (TVA) or other government sponsored enterprises.

- 2.2.2 Obligations of states, agencies, counties, cities and other political subdivisions of any state.

- 2.2.3 United States dollar denominated debentures or obligations and preferred and common stocks issued by corporations, associations or other institutions, and convertible securities of all kinds issued by corporations. Not more than 4.9% of the voting stock of any one corporation shall be owned by the system at any given time. This includes participation in publicly traded domestic Real Estate Investment Trusts (REITs).

- 2.2.4 Debentures or obligations, and preferred or common stock of international governments and corporations. International preferred and common stock issues must be listed on an organized stock exchange. Utilization of derivatives for the hedging of currency risk is permissible.

- 2.2.5 Certificates of Deposit issued by state and national banks not to exceed 10% of banks' total deposits. Certificates of Deposit must be insured by the Federal Deposit Insurance Corporation, or its successor, or secured (collateralized) by surety bond, or obligations described in this policy, with such collateral to be held by a third party, and that at all times will have a market value of not less

than the principal amount of the certificates or in any manner and amount provided by law for deposits of the investing entities, and with the additional provision that all collateral based on direct agency or instrumentality issued mortgage backed securities must have been rated the equivalent of "AAA" by a nationally recognized credit rating organization (NRSRO).

- 2.2.6 Negotiable Certificates of Deposit issued by a bank that has a certificate of deposit rating of at least 1 or the equivalent by a nationally recognized rating agency or that is associated with a holding company having a commercial paper rating of at least A-1, P-1 or the equivalent by a nationally recognized credit rating agency.
- 2.2.7 Deposits in federally insured savings and loan associations, building and loan associations, and state and national banks not to exceed the amount insured by the Federal Savings and Loan Insurance Corporation, the Federal Deposit Insurance Corporation or their successors.
- 2.2.8 Bankers Acceptances, accepted by a bank organized and existing under laws of the U.S. or any state, in accordance with Section 2.1.
- 2.2.9 Money Market Mutual Funds. Funds must be registered with the Securities and Exchange Commission, have a maximum maturity of 13 months and be no-load funds. Fund must have assets consisting of securities authorized under this policy ~~and seek to maintain a stable net asset value of \$1.00 per share (or unit).~~
- 2.2.10 Mutual Funds. Funds must be registered with the Securities and Exchange Commission and invest in assets authorized under this policy.
- 2.2.11 Direct Security Repurchase Agreements. Direct Repos must be fully secured (collateralized) by obligations authorized under this policy. Such collateral must be held by a third party. All agreements will be in compliance with Federal Reserve Bank guidelines.
- 2.2.12 Securities Lending. The securities lending agent is required to provide indemnification against borrower default. Further, loan exposure to borrowers shall be diversified and managed within prudent limits to avoid concentrated borrower risk. The securities lending agent must provide credit approval for all borrowers and is required to perform on-going review and monitoring of borrower default risk and exposures. The amount of the portfolio out on loan shall be limited to one-third of each portfolio. Cash collateral will be held in excess of the market value of lent securities in an amount no less than 102% of the market value. The securities lending agent is required to market the value of collateral daily and shall review collateral positions and prices to ensure adequate collateral is received and prices used are current and valid. The investment collateral shall be invested within the restrictions delineated under SEC Rule 2a-7 under the Investment Company Act of 1940. Basis risk in the portfolio is limited to 30 days when accounting for variable rate securities and loans by their respective reset dates. If loans are not in accordance with these guidelines, they are subject to termination.



2.2.13 Bank Loans may be used to diversify and enhance the return of the portfolio.

2.2.14 Investment in a derivative investment class requires written approval of the chancellor or designee. Derivative investments will not be utilized for the purpose of introducing leverage to the portfolio other than in accordance with Section 2.2.16.

2.2.15 Investments in venture capital and/or private equity partnerships may be used to enhance the expected return of the portfolio. These investments are long-term, illiquid, private partnerships with high variability of returns. No investment will be made that would comprise more than 10% of any individual partnership's assets.

2.2.16 Investments in absolute return strategies may be used to diversify and enhance the return of the portfolio. Absolute return strategies may invest in derivative instruments, employ leverage and sell securities short. Hedge fund investments may be made in offshore limited partnership shares or by using blocker corporations in order to avoid unrelated business income tax (UBIT). No investment will be made that will comprise more than 10% of any individual partnership's assets.

2.2.17 Real assets investments including timber, energy and real estate may be used to diversify and enhance the return of the portfolio. These investments are long-term, illiquid and have high variability of returns.

### 2.3 Stock Rights, Fractional Shares, and Proxies

In each instance, exercise or sale of the rights is to be made at the discretion of the chancellor. The chancellor is authorized to execute proxies within the approved investment policy.

### 2.4 Quasi-Endowments

The board may, on recommendation of the chancellor, establish a quasi-endowment using any source of funding at its disposal except educational (program) and general funds and restricted gifts or grants. Income from funds held in quasi-endowments is available for the purpose established by the board. The corpus of such funds will be held until such time as the board, on recommendation of the chancellor, abolishes the quasi-endowment, at which time the corpus is available for such purpose(s) as may be designated by the board. All quasi-endowments established by the board will be invested in the System Endowment Fund.

### 2.5 Matching of Private Gifts from Available University Fund (AUF)

Subject to the availability of matching funds appropriated for that purpose by the board, and with the approval of the chancellor, the presidents of Texas A&M University and Prairie View A&M University are authorized to accept private gifts and to match such gifts with AUF monies, provided such actions are reported to the board at its next regularly scheduled meeting.

Authorization for the expenditure of AUF to match endowments is in the general appropriations act, subject to biennial renewal by the legislature. Matching may be completed as long as the pledge is received during a time when the rider authorization is in effect.

## 2.6 Investment Transactions

Sales, purchases and exchanges will be effected through financial institutions or through well-capitalized, nationally known investment firms which are recognized as being major participants in the equity and fixed income markets, in accordance with normal investment practices, if, in the judgment of the chancellor, these services will produce the maximum benefit to the system.

## 2.7 Use of Outside Investment Managers

2.7.1 The chancellor, within statutory and other regulatory authority, may place selected funds of the system with investment managers outside the system for investment purposes. The investment of such funds will be subject to the same authorizations and criteria as prescribed for investments consistent with this investment policy.

2.7.2 External investment manager(s) will be governed by either a Letter of Instruction outlining investment instructions and asset allocation parameters expressed in writing by the chancellor or subscription/limited partnership/similar agreement(s). The Letter of Instruction will detail the specific investment benchmark to be used to evaluate the external investment manager.

2.7.3 Consistent with this investment policy statement and the Letter of Instruction or subscription/limited partnership/similar agreement(s), the external investment manager(s) will be responsible for making decisions on a fully discretionary basis. This includes buy, hold, sell and timing decisions.

2.7.4 An external manager(s) will invest only into the security class(es) for which the external manager(s) is retained to manage. A fixed income manager(s) has full discretion to place funds into cash; however, the fixed income manager(s)'s performance will be measured against the investment benchmark detailed in the Letter of Instruction.

2.7.5 When prudent, system investment personnel may accept appointments on advisory boards or committees for external managers, serving in an advisory capacity with no additional compensation other than reimbursement for out-of-pocket expenses.

## 3. CASH MANAGEMENT

3.1 A centralized cash management program will be maintained with the objective that all available cash or cash equivalents are invested and reported in accordance with applicable rules and regulations.

- 3.2 The cash management system will provide competitive and enhanced returns for each member. There will be no subsidy from one member to another. The benefits of the cash management system will exceed the full incremental costs associated with implementing and managing the system.
- 3.3 The Office of the Executive Vice Chancellor and Chief Financial Officer is assigned staff responsibility for the management oversight of the system-wide cash management system, in coordination with appropriate member officials.

#### 4. INVESTMENTS AND OTHER RELATIONSHIPS WITH DEPOSITORIES

- 4.1 The Office of the Executive Vice Chancellor and Chief Financial Officer is responsible for the overall coordination and direction of banking relationships, to include investments, deposits, custody and other services with banking and similar financial institutions for the system and its members. Once each year, the Office of the Executive Vice Chancellor and Chief Financial Officer will provide to the chancellor certification that the investments and banking relationships are in compliance with the policy.

##### 4.2 System Depositories

- 4.2.1 The system is authorized to maintain time and demand bank deposits with only those depositories recommended by the chancellor and approved by the board which have executed a depository agreement. Depository agreements will be executed in accordance with System Policy 25.07, *Contract Administration*. Depositories will be selected on the basis of competitive bids, and the bids will be reviewed by the Office of the Executive Vice Chancellor and Chief Financial Officer and made a part of the permanent records of the system. The only exceptions to the above are those working funds (imprest funds) which may be authorized within the system with the approval of the chancellor. Such working funds are excluded from the provisions of the system investment policy inasmuch as such funds are not authorized to be invested. Whenever the amount of a working fund is in excess of needs, the excess will be transferred to the appropriate fiscal officer for management in accordance with system investment policy.
- 4.2.2 The amount of funds which may be deposited with any system bank will be limited to \$100,000,000 or 10% of total deposits, whichever is less. Collateral of 102% will be pledged against all deposits.
- 4.2.3 Only the chancellor and those officers and/or employees of the members specifically designated in writing by the chief executive officer of each member are authorized to deposit, withdraw, invest, transfer or otherwise manage local funds of the respective members in time and demand deposits with system depositories.

#### 4.3 Responsibilities of System Offices

The Office of the Executive Vice Chancellor and Chief Financial Officer is responsible for the overall administration of system banking relationships. This responsibility includes:

- (a) identification of proposed depositories;
- (b) securing approval of depositories by the board;
- (c) negotiating System Depository and Pledge Agreement(s);
- (d) preparation of depository, safe keeping and trust accounts agreements with depositories and trustee institutions for execution by the chancellor;
- (e) acceptance and release of securities pledged to secure deposits of the system;
- (f) maintenance of relationships with depositories and trustee institutions;
- (g) monitoring the amount of funds on deposit for each member in each depository and maintaining collateral at sufficient levels; and
- (h) maintenance of records of the specific deposits and related collateral levels for each member for both time and demand deposits;

#### 4.4 Responsibilities of the Chancellor or the Chancellor's Designee at each Member

Within the overall investment and cash management program of the system, the chancellor or the chancellor's designee at each member and his or her successor in office, is responsible for:

- (a) reporting and making available for investment by the Office of the Executive Vice Chancellor and Chief Financial Officer all local funds for the member in deposits or other arrangements with system depositories;
- (b) designating in writing those persons who are authorized to withdraw, transfer or otherwise place local funds for the member in system depositories; and
- (c) furnishing one copy of each designation required by (b) above to the Office of the Executive Vice Chancellor and Chief Financial Officer.

### 5. SYSTEM ENDOWMENT FUND

#### 5.1 Fund Name, Purpose and Eligibility for Participation

5.1.1 The System Endowment Fund as herein established will be known as "The Texas A&M University System Endowment Fund" (SEF) and will be under the control of the board, as Trustee.

5.1.2 The purpose of the SEF is to provide for the collective investment of all endowment and trust funds held by the system or by the board in a fiduciary capacity. The SEF is to provide funding for scholarships, fellowships, professorships and academic chairs and other uses as specified by donors.

5.1.3 No endowment or trust fund will be admitted unless it is under the sole control, with full discretion as to investments, of the board and/or an official or officials

of the system in their official capacity. However, no such official, other than the board or chancellor will have any control over the management of the SEF other than to request admittance or withdrawal of any endowment or trust fund under his or her control as designated trustee thereof. No endowment or trust will be admitted which contains a specific provision against commingling or whose investment restrictions prohibit purchase of securities authorized in this system investment policy.

## 5.2 Investments

Investments of system funds shall be accomplished in accordance with the following principles, objectives and purposes:

- 5.2.1 There are two primary investment objectives. One is to provide a continuing and dependable cash payout, stable and preferably growing in real terms, after giving effect to inflation. The second is to cause the total value of the fund to appreciate, over time, exclusive of growth derived from donations.
- 5.2.2 The cash payout requirement on the SEF is substantial and continuous. Income and capital appreciation must be sufficient to provide an adequate and consistent cash stream for the development of excellence and distinction in the academic programs of the system. In addition, the SEF needs to appreciate to ensure preservation of the purchasing power of the SEF and also to satisfy the need for payout growth in the future.
- 5.2.3 Management of the SEF attempts to meet these objectives by maximizing the return on the SEF's investments, consistent with an appropriate level of risk. Additionally, the SEF shall be diversified at all times to provide reasonable assurance that investment in a single security, a class of securities or industry will not have an excessive impact on the SEF.
- 5.2.4 A goal of the SEF is to maintain a balance between investment objectives and liquidity needs. Liquidity is necessary to meet the cash payout requirements and any extraordinary events. In many instances, the most appropriate investment option is one that comes with liquidity constraints. The tradeoff between appropriateness and liquidity will be considered throughout the portfolio construction process.

## 5.3 Asset Allocation

- 5.3.1 The SEF's asset allocation policy will be consistent with the investment objectives and risk tolerances. These policies, developed after examining the historical relationships of risk and return among asset classes and integrating an analysis of both assets and liabilities, are designed to provide the highest probability of meeting or exceeding the SEF's return objectives at the lowest possible risk. The overall objective of the SEF is to invest the funds in such a manner as to achieve a reasonable balance of growth of corpus and consistent payout while maintaining the purchasing power of these endowments, as can reasonably be achieved within the framework of the policy consistent with the

system's objective of the safety and preservation of capital. Although dynamic capital markets may cause fluctuating risk/return opportunities over a market cycle, the following standards will be used as a flexible framework for asset allocation as measured at market value. The targets outlined below represent the current allocation objective of the board and shall be adhered to within the range for each asset class as outlined below. The board recognizes markets will fluctuate and accordingly charges the Office of the Executive Vice Chancellor and Chief Financial Officer with aligning the actual allocation towards these targets on a quarterly basis.

<b><u>Types of Securities</u></b>	<b><u>Target</u></b>	<b><u>Range</u></b>
Fixed Income	15%	10% - 20%
Domestic Equity	20%	15% - 25%
International Equity	20%	15% - 25%
Real Assets	15%	10% - 25%
Absolute Return	15%	10% - 20%
Private Equity	15%	10% - 25%

The SEF will compare total fund performance to a Policy Index that approximates the long-term asset allocation and an Asset Allocation Index that approximates the actual asset allocation of the SEF, adjusted quarterly. The investment benchmarks that comprise the Policy Index and the Asset Allocation Index will be those detailed in the Letters of Instruction and/or designated by the Office of the Executive Vice Chancellor and Chief Financial Officer.

- 5.3.2 Fixed income will be managed with a duration of +/- 30% of the effective duration of the investment benchmark detailed in the Letter of Instruction while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period. Long-term preservation of capital is the primary objective when making any fixed income investment.
- 5.3.3 The equity allocation will be diversified among the various management styles in order to attain the desired expected return within appropriate risk tolerances. These assets will be managed at a risk level (beta) of no greater than 1.20 times the investment benchmark detailed in the Letter of Instruction while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period. Diversification of each equity manager's portfolio will require no more than 25% of equities in one industry. Each equity manager is expected to stay fully invested in equities. In general, cash or cash equivalents should not exceed 5% of the market value of each equity portfolio. In the event of severe economic/capital market conditions or strong liquidity needs, the investment managers may raise a significant amount of cash. Any such decision arising from economic/capital market conditions must be explained in writing to the system staff within 10 working days thereafter. Any other deviations must first be communicated to, and approved in writing by, the designated member of the system staff. Long-term appreciation of the fund is the primary objective when making any equity investment.

5.3.4 Inflation Hedge, Absolute Return and Private Equity funds will be selected and evaluated based on, but not limited to, the following criteria: Tenure and track record of management team, expertise in targeted areas of investment, diversification strategy, use of leverage, liquidity of investments and performance relative to similar investments.

#### 5.4 Distribution of Income

Distribution will be made quarterly as soon as practicable after the last calendar day of November, February, May and August of each fiscal year to the endowment and trust funds participating in the SEF during the respective quarter. The income distribution per unit for each fiscal year will be to distribute, excluding fees, 5% of the 20-quarter average market value per unit as of the end of the previous February.

#### 5.5 Amendment or Termination of Plan

The board reserves the right to amend or terminate the SEF as it deems necessary or advisable.

### 6. SYSTEM CASH CONCENTRATION POOL

#### 6.1 Fund Name, Purpose and Eligibility for Participation

6.1.1 The Cash Concentration Pool herein established will be known as "The Texas A&M University System Cash Concentration Pool" (Pool) and will be under the control of the board. The direction of the Pool will be under the chancellor in accordance with Section 1.3.

6.1.2 The purpose of the Pool is to provide for the collective investment of all operating, non-operating and other funds resting with system or its members. The Pool was established to provide incremental return to assist in meeting the operating needs of the system.

6.1.3 All funds deposited into the Pool must be under sole control of the board and/or an official or officials of the system in their official capacity. However, no such official, other than the chancellor, shall have any control over the management of the Pool other than to request deposits or withdrawals on the fund.

#### 6.2 Investments

The Pool will be limited to such investments as are eligible under system investment policy as adopted by the board as amended from time to time.

#### 6.3 Asset Allocation

6.3.1 The Pool's asset allocation policy will reflect, and be consistent with, the investment objectives and risk tolerances. These policies, developed after examining the historical relationships of risk and return among asset classes and integrating an analysis of both assets and liabilities, are designed to provide the

highest probability of meeting or exceeding the Pool's return objectives at the lowest possible risk. The overall objective of the Pool is to invest the funds in such a manner as to achieve a reasonable balance of growth of corpus and consistent payout to meet the operating needs of the system, as can reasonably be achieved within the framework of the policy consistent with the system's objective of the safety and preservation of capital. Although dynamic capital markets may cause fluctuating risk/return opportunities over a market cycle, the following standards will be used as a flexible framework for asset allocation and portfolio structure (as measured at market value). The targets outlined below represent the current allocation objective of the board and shall be adhered to within the range for each asset class as outlined in this section. The board recognizes markets will fluctuate and accordingly charges the Office of the Executive Vice Chancellor and Chief Financial Officer with aligning the actual allocation towards these targets on a quarterly basis. All allocation percentages are to be exclusive of debt proceeds which are to be invested in the Short-Term Portfolio.

<b><u>Types of Securities</u></b>	<b><u>Target</u></b>	<b><u>Range</u></b>
Short-Term Portfolio	8%	6% - 12%
Liquidity Portfolio	10%	8% - 12%
Fixed Income	22%	17% - 27%
Domestic Equity	20%	15% - 25%
International Equity	20%	15% - 25%
Absolute Return	20%	15% - 25%

- 6.3.2 The Short-Term Portfolio will be managed to meet short-term cash requirements with a duration not to exceed one year.
- 6.3.3 The Liquidity Portfolio will be managed with a duration +/- 30% of the effective duration of the investment benchmark detailed in the Letter of Instruction, while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period.
- 6.3.4 Fixed Income will be managed with a weighted average duration +/- 30% of the effective duration of the investment benchmark detailed in the Letter of Instruction, while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period.
- 6.3.5 The Equity Portfolios will be diversified among the various management styles and equity asset classes in order to attain the desired expected return within appropriate risk tolerances. These assets will be managed at a risk level (beta) not to exceed 1.20 times the investment benchmark detailed in the Letter of Instruction while seeking to outperform the investment benchmark and to rank in the top quartile when compared to an appropriate manager universe over a five-year moving time period. Diversification of each manager's portfolio will require no more than 25% of equities in one industry. Each equity manager is expected to stay fully invested in equities. In general, cash and cash equivalents should not exceed 5% of the market value of each equity portfolio.



6.3.6 Absolute return strategies will be selected and evaluated based on, but not limited to, the following criteria: Tenure and track record of management team, expertise in targeted areas of investment, diversification strategy, use of leverage, liquidity of investments, level of general partner investment, fees and potential conflicts of interest.

#### 6.4 Amendment or Termination of Plan

The board reserves the right to amend or terminate the Pool as it deems necessary or advisable.

### 7. PLACEMENT AGENTS

The purpose of this provision of the system investment policy is to ensure all system investment transactions and decisions are free from improper influence or the appearance of such consistent with the board's fiduciary responsibilities. The system requires transparency and accountability of the role of the placement agent. Prior to investing with an investment manager, the system shall obtain a statement from the manager that it did not use a placement agent in connection with the system's investment or, if the manager has used a placement agent, it will disclose certain information regarding the payment of or the incurrence of an obligation to pay any placement fee and the services to be performed by the placement agent including as set forth in the placement agent questionnaire submitted to treasury personnel. Furthermore, the fund or manager shall certify, represent and warrant that the disclosures required by the questionnaire are complete, true and correct in all material respects. The system cannot be responsible or liable for the payment of any placement fee unless such amounts are completely offset by reductions to the management fees or other fees payable by the system to the fund~~details about the placement agent including: the name of the placement agent; fee paid or payable to the placement agent; copy of the agreement between the manager and the placement agent; representation that the fee is the sole obligation of the investment manager and not the system; current or former board members, treasury personnel, or consultants or a member of the immediate family of such person that is employed by or receiving compensation from the placement agent; and regulatory agencies with which the placement agent or affiliates are registered or why registration is not required.~~

### ~~8. CONFLICTS OF INTEREST~~

~~Board members are frequently persons of wide-ranging business interests. Therefore, a prudent, independent investment decision process may result in investments in firms or organizations with which a board member is affiliated. Affiliation shall be interpreted within this section to mean an employee, officer, director or owner of five percent or more of the voting stock of a firm or organization. The investment staff or an unaffiliated investment manager may invest in such securities. However, the following restrictions shall apply:~~

~~(a) a board member shall not direct nor participate in the decision to purchase or sell securities of a firm with which such board member is affiliated; and~~

~~(b) investments will not be purchased from or sold to a board member.~~

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## Related Statutes, Policies, or Requirements

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[System Policy 07.01, Ethics](#)

[System Policy 07.03, Conflicts of Interest, Dual Office Holding and Political Activities](#)

[System Policy 25.07, Contract Administration](#)

Tex. Educ. Code §§ [51.003](#), [51.0031](#)

[Tex. Prop. Code Ch. 163](#)

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## Member Rule Requirements

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A rule is not required to supplement this policy.

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## Contact Office

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Office of ~~Finance~~[the Executive Vice Chancellor and Chief Financial Officer](#)  
(979) 458-6330

Approved February 27, 1995 (MO 44-95)  
Revised December 6, 1996 (MO 220-96)  
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Revised August 13, 1999 (MO 201-1999)  
Revised September 22, 2000 (MO 165-2000)  
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Revised July 26, 2002 (MO 161-2002)  
Revised July 25, 2003 (MO 130-2003)  
Revised July 23, 2004 (MO 93-2004)  
Revised July 22, 2005 (MO 127-2005)  
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Revised July 27, 2007 (MO 159-2007)  
Revised August 1, 2008 (MO 233-2008)  
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Revised July 23, 2010 (MO 132-2010)  
Revised July 22, 2011 (MO 140-2011)  
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Next Scheduled Review: November 12, 2016



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### Policy Statement

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This policy sets out the responsibilities of the Board of Regents (board), as assigned by law, to act as a fiduciary in the management of assets under the control of The Texas A&M University System (system).

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### Reason for Policy

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This policy delineates the roles and responsibilities of the board, chancellor and system staff regarding the management of assets under the control of the board.

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### Procedures and Responsibilities

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#### 1. GENERAL

- 1.1 As provided in the Texas Education Code, each board member has the legal responsibilities of a fiduciary in the management of funds under the control of the

system. All investments will be made in accordance with applicable state and federal regulations. All assets of the system will at all times be vested in the board, and such assets will be deemed to be held by the board as a fiduciary regardless of the name in which the securities may be registered.

- 1.2 The board has granted to the chancellor the authority for the purchase, sale, assignment, transfer and management of all investments of any kind or character of the system or any member thereof and has authorized the chancellor to execute on behalf of the board or any member thereof any and all documents required in the purchase, sale, assignment, transfer and management of these investments.
- 1.3 The chancellor may delegate to treasury personnel the authority to execute any and all documents required to accomplish the actions outlined above and the deposit, withdrawal, or transfer of assets on behalf of the members.
- 1.4 Investments are defined to include, but are not limited to, any monetary or negotiable asset or property right held by a member including all operating, non-operating and other funds. This includes any asset or property right acquired or held by any member as trustee of a trust or as executor of an estate. Assets shall include land and other real property, market investments, business enterprises and any other investments of any kind or character held or acquired by such funds.
- 1.5 Prudent Investor Rule – Each person responsible for making or retaining each and all investments and in acquiring, investing, reinvesting, exchanging, retaining, selling, supervising and managing funds shall do so in good faith and with the care an ordinarily prudent person in a like position would exercise under similar circumstances.
- 1.6 In the management of system investments, consideration will be given to general economic/capital market conditions, the possible effect of inflation or deflation, the expected tax consequences, the role that each investment or course of action plays within the overall investment portfolio and the requirements for liquidity, diversification, safety of principal, yield, maturity, quality and capability of investment management, with the primary emphasis on safety. Consideration will also be given to incur only costs that are appropriate and reasonable in relation to the assets.
- 1.7 The overall objective of the investment policy is to invest the system's available funds in such a manner as to earn as high a level of return as can reasonably be achieved within the framework of the policy and consistent with the system's primary objective of the safety and preservation of capital.
- 1.8 Each custodian bank will furnish monthly statements to the Office of the Executive Vice Chancellor and Chief Financial Officer that will include cost and market value for all positions, industry segmentation and percentage composition of the portfolio represented by each issue. The custodian bank statements will be used as the basis for quarterly investment performance reports to the board.
- 1.9 Coordination of investment policy, cash management and system depositories' activities will be maintained by the chancellor through the Office of the Executive Vice Chancellor and Chief Financial Officer.

- 1.10 The chancellor will provide the board's Committee on Finance an annual report on the need to revise the system investment policy in regard to authorized securities, asset allocation, payout or any other pertinent matters.

## 2. INVESTMENT OF FUNDS

### 2.1 Quality Restrictions

For the purpose of this policy all securities which use long-term credit ratings must be rated the equivalent of "B" or better by a nationally recognized credit rating organization. The fixed income portfolio must have an overall credit rating of "A" or better by a nationally recognized statistical rating organization. Securities using short-term credit ratings must be rated at least A-2, P-2, F-2 or the equivalent by a nationally recognized credit rating service.

### 2.2 Authorized Investments

- 2.2.1 Direct obligations of the principal and interest which are guaranteed by the United States Government or its agencies to include:

- (a) obligations of the U.S. Treasury.
- (b) direct obligations guaranteed by the Federal Intermediate Credit Bank (FICB), Federal National Mortgage Association (FNMA), Federal Farm Credit Bank (FFCB), Government National Mortgage Association (GNMA), Student Loan Marketing Association (SLMA), Federal Home Loan Mortgage Corporation (FHLMC), Federal Home Loan Bank (FHLB), Tennessee Valley Authority (TVA) or other government sponsored enterprises.

- 2.2.2 Obligations of states, agencies, counties, cities and other political subdivisions of any state.

- 2.2.3 United States dollar denominated debentures or obligations and preferred and common stocks issued by corporations, associations or other institutions, and convertible securities of all kinds issued by corporations. Not more than 4.9% of the voting stock of any one corporation shall be owned by the system at any given time. This includes participation in publicly traded domestic Real Estate Investment Trusts (REITs).

- 2.2.4 Debentures or obligations, and preferred or common stock of international governments and corporations. International preferred and common stock issues must be listed on an organized stock exchange. Utilization of derivatives for the hedging of currency risk is permissible.

- 2.2.5 Certificates of Deposit issued by state and national banks not to exceed 10% of banks' total deposits. Certificates of Deposit must be insured by the Federal Deposit Insurance Corporation, or its successor, or secured (collateralized) by surety bond, or obligations described in this policy, with such collateral to be held by a third party, and that at all times will have a market value of not less

than the principal amount of the certificates or in any manner and amount provided by law for deposits of the investing entities, and with the additional provision that all collateral based on direct agency or instrumentality issued mortgage backed securities must have been rated the equivalent of "AAA" by a nationally recognized credit rating organization (NRSRO).

- 2.2.6 Negotiable Certificates of Deposit issued by a bank that has a certificate of deposit rating of at least 1 or the equivalent by a nationally recognized rating agency or that is associated with a holding company having a commercial paper rating of at least A-1, P-1 or the equivalent by a nationally recognized credit rating agency.
- 2.2.7 Deposits in federally insured savings and loan associations, building and loan associations, and state and national banks not to exceed the amount insured by the Federal Savings and Loan Insurance Corporation, the Federal Deposit Insurance Corporation or their successors.
- 2.2.8 Bankers Acceptances, accepted by a bank organized and existing under laws of the U.S. or any state, in accordance with Section 2.1.
- 2.2.9 Money Market Mutual Funds. Funds must be registered with the Securities and Exchange Commission, have a maximum maturity of 13 months and be no-load funds. Fund must have assets consisting of securities authorized under this policy.
- 2.2.10 Mutual Funds. Funds must be registered with the Securities and Exchange Commission and invest in assets authorized under this policy.
- 2.2.11 Direct Security Repurchase Agreements. Direct Repos must be fully secured (collateralized) by obligations authorized under this policy. Such collateral must be held by a third party. All agreements will be in compliance with Federal Reserve Bank guidelines.
- 2.2.12 Securities Lending. The securities lending agent is required to provide indemnification against borrower default. Further, loan exposure to borrowers shall be diversified and managed within prudent limits to avoid concentrated borrower risk. The securities lending agent must provide credit approval for all borrowers and is required to perform on-going review and monitoring of borrower default risk and exposures. The amount of the portfolio out on loan shall be limited to one-third of each portfolio. Cash collateral will be held in excess of the market value of lent securities in an amount no less than 102% of the market value. The securities lending agent is required to market the value of collateral daily and shall review collateral positions and prices to ensure adequate collateral is received and prices used are current and valid. The investment collateral shall be invested within the restrictions delineated under SEC Rule 2a-7 under the Investment Company Act of 1940. Basis risk in the portfolio is limited to 30 days when accounting for variable rate securities and loans by their respective reset dates. If loans are not in accordance with these guidelines, they are subject to termination.

2.2.13 Bank Loans may be used to diversify and enhance the return of the portfolio.

2.2.14 Investment in a derivative investment class requires written approval of the chancellor or designee. Derivative investments will not be utilized for the purpose of introducing leverage to the portfolio other than in accordance with Section 2.2.16.

2.2.15 Investments in venture capital and/or private equity partnerships may be used to enhance the expected return of the portfolio. These investments are long-term, illiquid, private partnerships with high variability of returns. No investment will be made that would comprise more than 10% of any individual partnership's assets.

2.2.16 Investments in absolute return strategies may be used to diversify and enhance the return of the portfolio. Absolute return strategies may invest in derivative instruments, employ leverage and sell securities short. Hedge fund investments may be made in offshore limited partnership shares or by using blocker corporations in order to avoid unrelated business income tax (UBIT). No investment will be made that will comprise more than 10% of any individual partnership's assets.

2.2.17 Real assets investments including timber, energy and real estate may be used to diversify and enhance the return of the portfolio. These investments are long-term, illiquid and have high variability of returns.

### 2.3 Stock Rights, Fractional Shares, and Proxies

In each instance, exercise or sale of the rights is to be made at the discretion of the chancellor. The chancellor is authorized to execute proxies within the approved investment policy.

### 2.4 Quasi-Endowments

The board may, on recommendation of the chancellor, establish a quasi-endowment using any source of funding at its disposal except educational (program) and general funds and restricted gifts or grants. Income from funds held in quasi-endowments is available for the purpose established by the board. The corpus of such funds will be held until such time as the board, on recommendation of the chancellor, abolishes the quasi-endowment, at which time the corpus is available for such purpose(s) as may be designated by the board. All quasi-endowments established by the board will be invested in the System Endowment Fund.

### 2.5 Matching of Private Gifts from Available University Fund (AUF)

Subject to the availability of matching funds appropriated for that purpose by the board, and with the approval of the chancellor, the presidents of Texas A&M University and Prairie View A&M University are authorized to accept private gifts and to match such gifts with AUF monies, provided such actions are reported to the board at its next regularly scheduled meeting.

Authorization for the expenditure of AUF to match endowments is in the general appropriations act, subject to biennial renewal by the legislature. Matching may be completed as long as the pledge is received during a time when the rider authorization is in effect.

## 2.6 Investment Transactions

Sales, purchases and exchanges will be effected through financial institutions or through well-capitalized, nationally known investment firms which are recognized as being major participants in the equity and fixed income markets, in accordance with normal investment practices, if, in the judgment of the chancellor, these services will produce the maximum benefit to the system.

## 2.7 Use of Outside Investment Managers

2.7.1 The chancellor, within statutory and other regulatory authority, may place selected funds of the system with investment managers outside the system for investment purposes. The investment of such funds will be subject to the same authorizations and criteria as prescribed for investments consistent with this investment policy.

2.7.2 External investment manager(s) will be governed by either a Letter of Instruction outlining investment instructions and asset allocation parameters expressed in writing by the chancellor or subscription/limited partnership/similar agreement(s). The Letter of Instruction will detail the specific investment benchmark to be used to evaluate the external investment manager.

2.7.3 Consistent with this investment policy statement and the Letter of Instruction or subscription/limited partnership/similar agreement(s), the external investment manager(s) will be responsible for making decisions on a fully discretionary basis. This includes buy, hold, sell and timing decisions.

2.7.4 An external manager(s) will invest only into the security class(es) for which the external manager(s) is retained to manage. A fixed income manager(s) has full discretion to place funds into cash; however, the fixed income manager(s)'s performance will be measured against the investment benchmark detailed in the Letter of Instruction.

2.7.5 When prudent, system investment personnel may accept appointments on advisory boards or committees for external managers, serving in an advisory capacity with no additional compensation other than reimbursement for out-of-pocket expenses.

## 3. CASH MANAGEMENT

3.1 A centralized cash management program will be maintained with the objective that all available cash or cash equivalents are invested and reported in accordance with applicable rules and regulations.



- 3.2 The cash management system will provide competitive and enhanced returns for each member. There will be no subsidy from one member to another. The benefits of the cash management system will exceed the full incremental costs associated with implementing and managing the system.
- 3.3 The Office of the Executive Vice Chancellor and Chief Financial Officer is assigned staff responsibility for the management oversight of the system-wide cash management system, in coordination with appropriate member officials.

#### 4. INVESTMENTS AND OTHER RELATIONSHIPS WITH DEPOSITORIES

- 4.1 The Office of the Executive Vice Chancellor and Chief Financial Officer is responsible for the overall coordination and direction of banking relationships, to include investments, deposits, custody and other services with banking and similar financial institutions for the system and its members. Once each year, the Office of the Executive Vice Chancellor and Chief Financial Officer will provide to the chancellor certification that the investments and banking relationships are in compliance with the policy.

##### 4.2 System Depositories

- 4.2.1 The system is authorized to maintain time and demand bank deposits with only those depositories recommended by the chancellor and approved by the board which have executed a depository agreement. Depository agreements will be executed in accordance with System Policy 25.07, *Contract Administration*. Depositories will be selected on the basis of competitive bids, and the bids will be reviewed by the Office of the Executive Vice Chancellor and Chief Financial Officer and made a part of the permanent records of the system. The only exceptions to the above are those working funds (imprest funds) which may be authorized within the system with the approval of the chancellor. Such working funds are excluded from the provisions of the system investment policy inasmuch as such funds are not authorized to be invested. Whenever the amount of a working fund is in excess of needs, the excess will be transferred to the appropriate fiscal officer for management in accordance with system investment policy.
- 4.2.2 The amount of funds which may be deposited with any system bank will be limited to \$100,000,000 or 10% of total deposits, whichever is less. Collateral of 102% will be pledged against all deposits.
- 4.2.3 Only the chancellor and those officers and/or employees of the members specifically designated in writing by the chief executive officer of each member are authorized to deposit, withdraw, invest, transfer or otherwise manage local funds of the respective members in time and demand deposits with system depositories.

#### 4.3 Responsibilities of System Offices

The Office of the Executive Vice Chancellor and Chief Financial Officer is responsible for the overall administration of system banking relationships. This responsibility includes:

- (a) identification of proposed depositories;
- (b) securing approval of depositories by the board;
- (c) negotiating System Depository and Pledge Agreement(s);
- (d) preparation of depository, safe keeping and trust accounts agreements with depositories and trustee institutions for execution by the chancellor;
- (e) acceptance and release of securities pledged to secure deposits of the system;
- (f) maintenance of relationships with depositories and trustee institutions;
- (g) monitoring the amount of funds on deposit for each member in each depository and maintaining collateral at sufficient levels; and
- (h) maintenance of records of the specific deposits and related collateral levels for each member for both time and demand deposits;

#### 4.4 Responsibilities of the Chancellor or the Chancellor's Designee at each Member

Within the overall investment and cash management program of the system, the chancellor or the chancellor's designee at each member and his or her successor in office, is responsible for:

- (a) reporting and making available for investment by the Office of the Executive Vice Chancellor and Chief Financial Officer all local funds for the member in deposits or other arrangements with system depositories;
- (b) designating in writing those persons who are authorized to withdraw, transfer or otherwise place local funds for the member in system depositories; and
- (c) furnishing one copy of each designation required by (b) above to the Office of the Executive Vice Chancellor and Chief Financial Officer.

### 5. SYSTEM ENDOWMENT FUND

#### 5.1 Fund Name, Purpose and Eligibility for Participation

5.1.1 The System Endowment Fund as herein established will be known as "The Texas A&M University System Endowment Fund" (SEF) and will be under the control of the board, as Trustee.

5.1.2 The purpose of the SEF is to provide for the collective investment of all endowment and trust funds held by the system or by the board in a fiduciary capacity. The SEF is to provide funding for scholarships, fellowships, professorships and academic chairs and other uses as specified by donors.

5.1.3 No endowment or trust fund will be admitted unless it is under the sole control, with full discretion as to investments, of the board and/or an official or officials

of the system in their official capacity. However, no such official, other than the board or chancellor will have any control over the management of the SEF other than to request admittance or withdrawal of any endowment or trust fund under his or her control as designated trustee thereof. No endowment or trust will be admitted which contains a specific provision against commingling or whose investment restrictions prohibit purchase of securities authorized in this system investment policy.

## 5.2 Investments

Investments of system funds shall be accomplished in accordance with the following principles, objectives and purposes:

- 5.2.1 There are two primary investment objectives. One is to provide a continuing and dependable cash payout, stable and preferably growing in real terms, after giving effect to inflation. The second is to cause the total value of the fund to appreciate, over time, exclusive of growth derived from donations.
- 5.2.2 The cash payout requirement on the SEF is substantial and continuous. Income and capital appreciation must be sufficient to provide an adequate and consistent cash stream for the development of excellence and distinction in the academic programs of the system. In addition, the SEF needs to appreciate to ensure preservation of the purchasing power of the SEF and also to satisfy the need for payout growth in the future.
- 5.2.3 Management of the SEF attempts to meet these objectives by maximizing the return on the SEF's investments, consistent with an appropriate level of risk. Additionally, the SEF shall be diversified at all times to provide reasonable assurance that investment in a single security, a class of securities or industry will not have an excessive impact on the SEF.
- 5.2.4 A goal of the SEF is to maintain a balance between investment objectives and liquidity needs. Liquidity is necessary to meet the cash payout requirements and any extraordinary events. In many instances, the most appropriate investment option is one that comes with liquidity constraints. The tradeoff between appropriateness and liquidity will be considered throughout the portfolio construction process.

## 5.3 Asset Allocation

- 5.3.1 The SEF's asset allocation policy will be consistent with the investment objectives and risk tolerances. These policies, developed after examining the historical relationships of risk and return among asset classes and integrating an analysis of both assets and liabilities, are designed to provide the highest probability of meeting or exceeding the SEF's return objectives at the lowest possible risk. The overall objective of the SEF is to invest the funds in such a manner as to achieve a reasonable balance of growth of corpus and consistent payout while maintaining the purchasing power of these endowments, as can reasonably be achieved within the framework of the policy consistent with the

system's objective of the safety and preservation of capital. Although dynamic capital markets may cause fluctuating risk/return opportunities over a market cycle, the following standards will be used as a flexible framework for asset allocation as measured at market value. The targets outlined below represent the current allocation objective of the board and shall be adhered to within the range for each asset class as outlined below. The board recognizes markets will fluctuate and accordingly charges the Office of the Executive Vice Chancellor and Chief Financial Officer with aligning the actual allocation towards these targets on a quarterly basis.

<b><u>Types of Securities</u></b>	<b><u>Target</u></b>	<b><u>Range</u></b>
Fixed Income	15%	10% - 20%
Domestic Equity	20%	15% - 25%
International Equity	20%	15% - 25%
Real Assets	15%	10% - 25%
Absolute Return	15%	10% - 20%
Private Equity	15%	10% - 25%

The SEF will compare total fund performance to a Policy Index that approximates the long-term asset allocation and an Asset Allocation Index that approximates the actual asset allocation of the SEF, adjusted quarterly. The investment benchmarks that comprise the Policy Index and the Asset Allocation Index will be those detailed in the Letters of Instruction and/or designated by the Office of the Executive Vice Chancellor and Chief Financial Officer.

- 5.3.2 Fixed income will be managed with a duration of +/- 30% of the effective duration of the investment benchmark detailed in the Letter of Instruction while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period. Long-term preservation of capital is the primary objective when making any fixed income investment.
- 5.3.3 The equity allocation will be diversified among the various management styles in order to attain the desired expected return within appropriate risk tolerances. These assets will be managed at a risk level (beta) of no greater than 1.20 times the investment benchmark detailed in the Letter of Instruction while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period. Diversification of each equity manager's portfolio will require no more than 25% of equities in one industry. Each equity manager is expected to stay fully invested in equities. In general, cash or cash equivalents should not exceed 5% of the market value of each equity portfolio. In the event of severe economic/capital market conditions or strong liquidity needs, the investment managers may raise a significant amount of cash. Any such decision arising from economic/capital market conditions must be explained in writing to the system staff within 10 working days thereafter. Any other deviations must first be communicated to, and approved in writing by, the designated member of the system staff. Long-term appreciation of the fund is the primary objective when making any equity investment.

5.3.4 Inflation Hedge, Absolute Return and Private Equity funds will be selected and evaluated based on, but not limited to, the following criteria: Tenure and track record of management team, expertise in targeted areas of investment, diversification strategy, use of leverage, liquidity of investments and performance relative to similar investments.

#### 5.4 Distribution of Income

Distribution will be made quarterly as soon as practicable after the last calendar day of November, February, May and August of each fiscal year to the endowment and trust funds participating in the SEF during the respective quarter. The income distribution per unit for each fiscal year will be to distribute, excluding fees, 5% of the 20-quarter average market value per unit as of the end of the previous February.

#### 5.5 Amendment or Termination of Plan

The board reserves the right to amend or terminate the SEF as it deems necessary or advisable.

### 6. SYSTEM CASH CONCENTRATION POOL

#### 6.1 Fund Name, Purpose and Eligibility for Participation

6.1.1 The Cash Concentration Pool herein established will be known as "The Texas A&M University System Cash Concentration Pool" (Pool) and will be under the control of the board. The direction of the Pool will be under the chancellor in accordance with Section 1.3.

6.1.2 The purpose of the Pool is to provide for the collective investment of all operating, non-operating and other funds resting with system or its members. The Pool was established to provide incremental return to assist in meeting the operating needs of the system.

6.1.3 All funds deposited into the Pool must be under sole control of the board and/or an official or officials of the system in their official capacity. However, no such official, other than the chancellor, shall have any control over the management of the Pool other than to request deposits or withdrawals on the fund.

#### 6.2 Investments

The Pool will be limited to such investments as are eligible under system investment policy as adopted by the board as amended from time to time.

#### 6.3 Asset Allocation

6.3.1 The Pool's asset allocation policy will reflect, and be consistent with, the investment objectives and risk tolerances. These policies, developed after examining the historical relationships of risk and return among asset classes and integrating an analysis of both assets and liabilities, are designed to provide the

highest probability of meeting or exceeding the Pool's return objectives at the lowest possible risk. The overall objective of the Pool is to invest the funds in such a manner as to achieve a reasonable balance of growth of corpus and consistent payout to meet the operating needs of the system, as can reasonably be achieved within the framework of the policy consistent with the system's objective of the safety and preservation of capital. Although dynamic capital markets may cause fluctuating risk/return opportunities over a market cycle, the following standards will be used as a flexible framework for asset allocation and portfolio structure (as measured at market value). The targets outlined below represent the current allocation objective of the board and shall be adhered to within the range for each asset class as outlined in this section. The board recognizes markets will fluctuate and accordingly charges the Office of the Executive Vice Chancellor and Chief Financial Officer with aligning the actual allocation towards these targets on a quarterly basis. All allocation percentages are to be exclusive of debt proceeds which are to be invested in the Short-Term Portfolio.

<b><u>Types of Securities</u></b>	<b><u>Target</u></b>	<b><u>Range</u></b>
Short-Term Portfolio	8%	6% - 12%
Liquidity Portfolio	10%	8% - 12%
Fixed Income	22%	17% - 27%
Domestic Equity	20%	15% - 25%
International Equity	20%	15% - 25%
Absolute Return	20%	15% - 25%

- 6.3.2 The Short-Term Portfolio will be managed to meet short-term cash requirements with a duration not to exceed one year.
- 6.3.3 The Liquidity Portfolio will be managed with a duration +/- 30% of the effective duration of the investment benchmark detailed in the Letter of Instruction, while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period.
- 6.3.4 Fixed Income will be managed with a weighted average duration +/- 30% of the effective duration of the investment benchmark detailed in the Letter of Instruction, while seeking to outperform the investment benchmark and to attain performance in the top quartile when compared to an appropriate manager universe over a five-year moving time period.
- 6.3.5 The Equity Portfolios will be diversified among the various management styles and equity asset classes in order to attain the desired expected return within appropriate risk tolerances. These assets will be managed at a risk level (beta) not to exceed 1.20 times the investment benchmark detailed in the Letter of Instruction while seeking to outperform the investment benchmark and to rank in the top quartile when compared to an appropriate manager universe over a five-year moving time period. Diversification of each manager's portfolio will require no more than 25% of equities in one industry. Each equity manager is expected to stay fully invested in equities. In general, cash and cash equivalents should not exceed 5% of the market value of each equity portfolio.

6.3.6 Absolute return strategies will be selected and evaluated based on, but not limited to, the following criteria: Tenure and track record of management team, expertise in targeted areas of investment, diversification strategy, use of leverage, liquidity of investments, level of general partner investment, fees and potential conflicts of interest.

#### 6.4 Amendment or Termination of Plan

The board reserves the right to amend or terminate the Pool as it deems necessary or advisable.

### 7. PLACEMENT AGENTS

The purpose of this provision of the system investment policy is to ensure all system investment transactions and decisions are free from improper influence or the appearance of such consistent with the board's fiduciary responsibilities. The system requires transparency and accountability of the role of the placement agent. Prior to investing with an investment manager, the system shall obtain a statement from the manager that it did not use a placement agent in connection with the system's investment or, if the manager has used a placement agent, it will disclose certain information regarding the payment of or the incurrence of an obligation to pay any placement fee and the services to be performed by the placement agent including as set forth in the placement agent questionnaire submitted to treasury personnel. Furthermore, the fund or manager shall certify, represent and warrant that the disclosures required by the questionnaire are complete, true and correct in all material respects. The system cannot be responsible or liable for the payment of any placement fee unless such amounts are completely offset by reductions to the management fees or other fees payable by the system to the fund.

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## **Related Statutes, Policies, or Requirements**

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System Policy 07.01, *Ethics*

[System Policy 07.03, \*Conflicts of Interest, Dual Office Holding and Political Activities\*](#)

[System Policy 25.07, \*Contract Administration\*](#)

Tex. Educ. Code §§ [51.003](#), [51.0031](#)

[Tex. Prop. Code Ch. 163](#)

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## **Member Rule Requirements**

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A rule is not required to supplement this policy.

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## Contact Office

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Office of Finance  
(979) 458-6330



**AGENDA ITEM BRIEFING**

**Submitted by:** Billy Hamilton, Executive Vice Chancellor and Chief Financial Officer  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy 25.07, *Contract Administration*

**Proposed Board Action:**

Approve revisions to System Policy 25.07, *Contract Administration*.

**Background Information:**

The following updates are needed to comply with the statutory requirements of Senate Bill 20 or to clarify System contracting procedures:

- **Section 2 – “Contracts Requiring Board Approval”**: The following paragraph is added to this section that addresses the types of contracts that must be submitted to the Board for approval.

The board must approve any contract amendment, extension, or renewal that exceeds 25% of the value of the original contract approved by the board, unless the authority to exceed the approved amount is expressly delegated by the board or an exception is expressly adopted by the board for that specific contract.

- **Section 3 – “Contracts Not Requiring Board Approval”**: The new underlined text below added in Subsection (d) requires a contract for an athletic event, athletic contest or the use of athletic facilities to be approved by the Board if the agreement’s term exceeds two years.

(d) contracts for athletic events, athletic contests and use of athletic facilities in which the event, contest or use occurs over the course of two years or less; and

- **Section 4 – “Required General Counsel Review”**: The underlined language added below in this section is needed to comply with the new statutory requirements of Senate Bill 20 that require OGC to specifically address the steps and processes that must be followed with regard to the overall contract execution, review, and administration.

The Office of General Counsel (OGC) shall establish contract review guidelines to be followed for all contracts or agreements entered into by a member. Such guidelines shall contain the following:

- a description of each step that a member must use to evaluate and process contracts; and
- a checklist that describes each process that must be completed before contract execution.

**A&M System Funding or Other Financial Implications:** None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of the Executive Vice Chancellor and Chief Financial Officer  
September 30, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Approval of Revisions to System Policy 25.07, *Contract Administration*

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System hereby approves revisions to System Policy 25.07, *Contract Administration*, as shown in Exhibit , effective immediately.”**

Respectfully submitted,

Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

**Approval Recommended:**

**Approved for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

## 25.07 Contract Administration

Approved February 27, 1995 (MO 44-95)  
Revised October 13, 1995 (MO 335-95)  
Revised July 26, 1996 (MO 169-96)  
Revised March 24, 2000 (MO 66-2000)  
Revised January 26, 2001 (MO 24-2001)  
Revised September 28, 2001 (MO 212-2001)  
Revised September 26, 2008 (MO 286-2008)  
Revised May 28, 2010 (MO 080-2010)  
Revised August 8, 2013 (MO 192-2013)  
Revised October 31, 2013 (MO 242-2013)  
Revised November 12, 2015 (MO -2015)  
Next Scheduled Review: ~~October 31, 2018~~November 12, 2020



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### Policy Statement

The effective administration of contracts is an essential operational function of The Texas A&M University System (system). All contracts entered into by a member of the system, unless specifically excluded by this or another policy adopted by the Board of Regents (board), are subject to this policy, including all original contracts, amendments, alterations, modifications, corrections, changes and extensions.

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### Reason for Policy

This policy provides uniform systemwide contract administration requirements.

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### Procedures and Responsibilities

#### 1. CONTRACT ADMINISTRATION RULES

It shall be the responsibility of each member to develop and implement a contract administration rule. Such rule must address the following:

- (a) the process for contract origination, recommendation, approval, execution, administration and contract close-out; and
- (b) contract reporting requirements.

#### 2. CONTRACTS REQUIRING BOARD APPROVAL

Except as stated in Section 3, the following contracts must be submitted to the board for approval:

- (a) Contracts that involve a stated or implied consideration of \$500,000 or more;
- (b) Contracts that have a primary term longer than five (5) years regardless of dollar value; and
- (c) Employment agreements containing one or more of the following provisions:
  - (1) employment contracts with system or member administrators that are to be paid in whole or in part from appropriated funds;
  - (2) employment contracts having a total salary consideration of \$500,000 or more;
  - (3) employment contracts having a primary term longer than five (5) years;
  - (4) employment contracts that allow for settlement or other payments on the termination of the contract to exceed an amount equal to the discounted net present cash value of the contract on termination at a market interest rate agreed upon in the contract;
  - (5) employment contracts allowing for development leave that is inconsistent with System Regulation 12.99.01, *Faculty Development Leave*; or
  - (6) employment contracts awarding tenure in any way that varies from the general policy on the award of tenure.

The board must approve any contract amendment, extension, or renewal that exceeds 25% of the value of the original contract approved by the board, unless the authority to exceed the approved amount is expressly delegated by the board or an exception is expressly adopted by the board for that specific contract.

The foregoing does not abrogate the authority of the chancellor or a member chief executive officer (CEO) to appoint officials as set out in System Policy 01.03, *Appointing Power and Terms and Conditions of Employment*.

### 3. CONTRACTS NOT REQUIRING BOARD APPROVAL

The following types of contracts are not required to receive board approval regardless of dollar value or term:

- (a) sponsored research contracts and grants;
- (b) contracts transferring rights in technology or products protectable by (1) patent or as a plant variety; (2) copyright; (3) treatment as a trade secret of unpatented technological know-how; or (4) trademark or service mark;
- (c) contracts which are procured through a state contract, state catalogue, or other procurement methodologies authorized by state statute and in accordance with the system requirements;
- (d) contracts for athletic events, athletic contests and use of athletic facilities in which the event, contest or use occurs over the course of two years or less; and

- (e) contracts, grants and agreements, including interagency and intrasystem contracts, to perform research, educational and/or service activities consistent with a member's mission.

#### 4. REQUIRED GENERAL COUNSEL REVIEW

The Office of General Counsel (OGC) shall establish contract review guidelines to be followed for all contracts or agreements entered into by a member. Such guidelines shall contain the following:

- (a) a description of each step that a member must use to evaluate and process contracts; and
- (b) a checklist that describes each process that must be completed before contract execution.

-All contracts or agreements that have a stated or implied consideration of \$100,000 or more must be submitted to OGC for review and approval as to form and legal sufficiency when required by OGC guidelines that have been approved by the chancellor.

#### 5. CONTRACTS GOVERNED BY OTHER POLICIES

All contracts for (a) the purchase or sale of real property; (b) the lease, license or use of system real property; (c) the lease, license or use of real property from third parties; (d) the granting or acceptance of easements or rights-of-way; and (e) any other acquisition or disposition of real property or real property interests shall be governed by the policies under Policy Series 41, *Real Property*, and any regulations promulgated under these policies. The delegation of authority for all construction contracts shall be governed by System Policy 51.04, *Delegations of Authority on Construction Projects*, and the regulations promulgated under that policy.

#### 6. CONTRACT APPROVAL AND DELEGATION OF AUTHORITY

With the exception of Section 3(b) which is covered in System Policy 17.01, *Intellectual Property Management and Commercialization*, contracts and grants described in Section 3 may be approved by member CEOs, or their designees, regardless of dollar value or term. The chancellor is authorized to approve all other contracts not reserved for approval by the board, and may delegate authority to deputy chancellors, vice chancellors, CEOs or others to execute all such other contracts less than \$500,000.

#### 7. WRITTEN AUTHORIZATION REQUIRED

The authority to enter into contracts on behalf of the system or any of its members must be by express written authority pursuant to the policies of the board and approved contract administration rules of the system or the respective member.

#### 8. EXTENSION OF PRE-EXISTING CONDITIONS FOR CONTRACTS WHICH PRE-DATE THIS POLICY

Contracts reviewed and authorized prior to the adoption of this policy shall remain in full force and effect; however, any modification or extension of such contracts shall be reviewed and authorized in accordance with this policy.

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## Related Statutes, Policies, or Requirements

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[Tex. Educ. Code § 51.159](#)

[Tex. Educ. Code § 51.9335](#)

[State of Texas Contract Management Guide](#)

[System Policy 01.03, Appointing Power and Terms and Conditions of Employment](#)

[System Policy, Chapter 41, Real Property](#)

[System Policy 51.04, Delegations of Authority on Construction Projects](#)

[System Regulation 25.07.01, Contract Administration ~~Procedures and Delegations and Reporting~~](#)

[~~System Regulation 25.07.02, Reporting of Foreign Contracts, Gifts, Donations, Grants and Endowments~~](#)

[System Regulation 25.07.03, Acquisition of Goods and/or Services](#)

[System Member Delegations of Authority for Contract Administration](#)

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## Definitions

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Contract – an agreement that creates an obligation to do or not do a particular thing.

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## Member Rule Requirements

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A rule is required to supplement this policy. See Section 1.

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## Contact Office

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System Office of Budgets and Accounting  
(979) 458-6100

## 25.07 Contract Administration

Approved February 27, 1995 (MO 44-95)  
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Next Scheduled Review: November 12, 2020



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### Policy Statement

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- (c) contracts which are procured through a state contract, state catalogue, or other procurement methodologies authorized by state statute and in accordance with the system requirements;
- (d) contracts for athletic events, athletic contests and use of athletic facilities in which the event, contest or use occurs over the course of two years or less; and



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## **Related Statutes, Policies, or Requirements**

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[Tex. Educ. Code § 51.159](#)

[Tex. Educ. Code § 51.9335](#)

[State of Texas Contract Management Guide](#)

[System Policy 01.03, \*Appointing Power and Terms and Conditions of Employment\*](#)

[System Policy, Chapter 41, \*Real Property\*](#)

[System Policy 51.04, \*Delegations of Authority on Construction Projects\*](#)

[System Regulation 25.07.01, \*Contract Administration Delegations and Reporting\*](#)

[System Regulation 25.07.03, \*Acquisition of Goods and/or Services\*](#)

[System Member Delegations of Authority for Contract Administration](#)

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## **Definitions**

---

Contract – an agreement that creates an obligation to do or not do a particular thing.

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## **Member Rule Requirements**

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A rule is required to supplement this policy. See Section 1.

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## **Contact Office**

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System Office of Budgets and Accounting  
(979) 458-6100

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Flavius C. Killebrew, President/CEO  
Texas A&M University-Corpus Christi

**Subject:** Appointment of Provost and Vice President for Academic Affairs

### **Proposed Board Action:**

Appoint Dr. Kelly Quintanilla as Provost and Vice President for Academic Affairs at Texas A&M University-Corpus Christi (A&M-Corpus Christi), effective immediately.

### **Background Information:**

System Policy [01.03, Appointing Power and Terms and Conditions of Employment](#), states that the Board of Regents shall appoint vice presidents of system member universities.

President Flavius Killebrew recommends Dr. Quintanilla for the position of Provost and Vice President for Academic Affairs at A&M-Corpus Christi after she successfully served in the role as interim provost for four months. Dr. Quintanilla has been at A&M-Corpus Christi for 21 years. She began serving as Dean of the College of Liberal Arts in 2009 and was previously the Department Chair for the Department of Communications and Theatre Arts. She brings to the position administrative and academic experience commensurate with the responsibilities.

As Provost, Dr. Quintanilla provides leadership for the university's instructional and public service programs; administers and evaluates personnel, programs and budgets of direct reports; implements policies and procedures affecting the Division of Academic Affairs; upholds academic and accreditation standards; coordinates communication about academic affairs with appropriate internal and external audiences; and advises the President regarding academic matters. As Chief Academic Officer of the college, the Provost ensures the academic integrity of the college and supports innovations in programs and methods of delivery that respond in a timely manner to a rapidly changing environment.

A copy of Dr. Quintanilla's curriculum vitae is attached.

### **A&M System Funding or Other Financial Implications:**

President Killebrew recommends an initial salary of \$206,000 for Dr. Quintanilla to be funded from general institutional funds.

Agenda Item No.

**TEXAS A&M UNIVERSITY-CORPUS CHRISTI**

Office of the President

August 18, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Appointment of Provost and Vice President for Academic Affairs

I recommend adoption of the following minute order:

**“Effective immediately, Dr. Kelly Quintanilla is hereby appointed Provost and Vice President for Academic Affairs at Texas A&M University-Corpus Christi, at an initial salary of \$206,000.”**

Respectfully submitted,

Flavius C. Killebrew  
President/CEO

**Approval Recommended:**

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John Sharp  
Chancellor

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Approved for Legal Sufficiency:**

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Ray Bonilla  
General Counsel

## Personnel Actions Requiring Board Action

Proposed New Hire:Name: Dr. Kelly QuintanillaTitle: Provost and Vice President for Academic AffairsSalary: \$ \$206,000**External Market Data:**

	Survey Name	Survey Job Title	Survey Annual Salary
1.	CUPA - 2014-2015 Administrators	Chief Academic Affairs Officer/Provost	\$230,488*
2.	Salary Average	Provost - A&M System	\$214,659**
3.	Salary.com	Chief Academic Officer	\$213,043
4.			
5.			

**Internal Salary Data:**

	Incumbent Name	Job Title	Annual Salary
1.	Dr. Luis Cifuentes	VP, Research, Commercialization, Outr	\$197,416
2.	Dr. Trent Hill	VP, Institutional Advancement	\$188,400
3.	Dr. Don Albrecht	VP, Student Engagement & Success	\$190,026
4.			
5.			

**Comments, if necessary:**

\*Median Salary by Carnegie Classification for Doctoral-Granting Institutions.

\*\* Average Provost salary for the A&amp;M System

**Kelly M. Quintanilla, Ph.D.**

Texas A&M University-Corpus Christi  
6300 Ocean Drive, Corpus Christi Hall 273  
Corpus Christi, TX 78412  
(361) 825-2722  
kelly.quintanilla@tamucc.edu

**EDUCATION**

Ph.D. Speech Communication (1994)  
Pennsylvania State University  
Professor Dennis Gouran, Advisor

M.A. Speech Communication (1992)  
Pennsylvania State University  
Professor Dennis Gouran, Advisor

B.A. Communication (1989)  
University of Pittsburgh  
Professor Merrily Swobada, Advisor

**EMPLOYMENT HISTORY**

**Texas A&M University–Corpus Christi, 1994 – Present**

Interim Provost and Vice President of Academic Affairs, 2015 – Present  
Dean, College of Liberal Arts, 2010 – 2015  
Director of the School of Arts, Media & Communication, 2012 – 2015  
Interim Dean, College of Liberal Arts, 2009 – 2010  
Coordinator, Communication Program, 2003 – 2009  
Department Chair, Department of Communication & Theatre, 2000 – 2003

Professor of Communication since 2004  
Associate Professor 1999 – 2004  
Assistant Professor 1994 – 1999

**Pennsylvania State University, 1989 – 1994**

Graduate Instructor

## **ADMINISTRATIVE POSITIONS**

### **Interim Provost and Vice President of Academic Affairs, May 2015 – Present**

#### Duties as Interim Provost:

Provide senior leadership and administrative oversight to College of Business, College of Education, College of Liberal Arts, College of Nursing & Health Sciences, College of Science & Engineering, College of Graduate Studies, Enrollment Management, & the Mary & Jeff Bell Library, including research and service-related centers and institutes

- Actively participate as a member of the President's Cabinet and assist the President and other senior management in achieving priority institutional objectives identified in the University's strategic plan
- Create and oversee the annual operational plan for Academic Affairs; evaluate progress toward goals and objectives
- Prepare the annual budget for Academic Affairs, in line with the university's strategic priorities
- Support enrollment management initiatives and innovations in programs
- Oversee creation and implementation of a comprehensive, integrated retention plan
- Oversee the systematic and routine assessment of all academic affairs programs and services to measure and plan continuous improvement
- Provide leadership in the incorporation of instructional technologies to improve student learning
- Work closely with other areas of the University to ensure that physical space is used effectively and efficiently
- Responsible for academic unit, college and institutional accreditations, including SACS
- Responsible for recruitment and a commitment to diversity and the University's role as a Hispanic-Serving Institution

### **Dean, College of Liberal Arts, January 2010 – May 2015**

### **Founding Director, School of Arts, Media & Communication, 2012 – Present**

### **Interim Dean, College of Liberal Arts, January 2009 – December 2009**

#### Major Accomplishments as Dean & Director:

- Launched School of Arts, Media & Communication
- Led development of new programs in Graphic Design, Digital Journalism, Music Industry, Media Production, and Philosophy
- Increased development initiatives by integrating the College's first Alumni Development Officer and improving communication with alumni; doubled alumni giving
- Served as dean/administration liaison to Faculty Senate to collaboratively develop new post tenure review policy and merit & equity plan
- Oversaw the development of a First-Year Seminar specifically designed for veterans
- Significantly increased research, publications and creative activity within CLA/SAMC
- Led campus wide quality circles on efficiencies
- Led CLA through university's SACSCOC reaffirmation by coordinating assessment processes college wide, ensured all documentation was provided, including completion of faculty qualification materials
- Developed and implemented comprehensive assessment; which included the integration of two high impact practices into every CLA & SAMC discipline

#### Duties as Dean & Director:

- Provided senior leadership and oversight for the departments of English, Humanities (History, Spanish, Philosophy), Psychology & Sociology, and Social Sciences (Political Science, Criminal Justice, Public Administration) and the School of Arts, Media & Communication (Art, Music, Theatre & Dance, and Communication & Media)
- Oversaw budget creation and management
- Supervised personnel management and assessment
- Supervised faculty and staff hiring
- Directed program and curriculum development
- Enhanced public relations and fundraising
- Developed facilities management
- Facilitated strategic planning
- Investigated and resolved student issues
- Served as liaison with central administration

#### **Coordinator of Communication** July 2003 – December 2009

- Supervised the development of the MA in Communication
- Served as the Basic Course Coordinator
- Developed the schedule of Communication courses and maintained rotation
- Wrote the annual evaluations of COMM faculty for endorsement by the Chair
- Oversaw recruitment
- Planned and chaired meetings of the Department faculty
- Supervised discipline annual assessment for SACS
- Conducted curricular and course planning

#### **Chair, Department of Communication & Theatre, 2000 – 2003**

- Oversaw all phases of the division of the Communication Arts major into the Communication major and the Theatre major
- Facilitated the development of a strategic plan for the Communication and Theatre
- Rewrote the catalog for Communication & Theatre
- Coordinated the Non Substantive Degree Proposal for the System
- Supervised Departmental annual assessment for SACS
- Supervised curricular and course planning, including scheduling
- Conducted annual faculty reviews, with recommendations to the Dean pertaining to such personnel issues as salary, contract renewal, tenure, and promotion
- Supervised the University Theatre and the University Cinema
- Developed of annual department budget requests, in consultation with Dean
- Developed recruitment materials, such as webpage, brochures, and letters
- Primary adjudication of student complaints pertaining to the department

### **HONORS AND AWARDS**

- Outstanding Faculty Award, Texas A&M University-Corpus Christi Honor's Program, 2015
- Y Women in Career Award, 2014
- Texas A&M University System's Teaching Excellence Award, 2011
- Ralph Cooley Award for Top Paper in Intercultural Communication at National Communication Association Convention, 2008



- Top Paper Award in Intercultural Communication at National Communication Associate Convention, 2008
- Liberal Arts Excellence in Teaching Award Recipient, 2007 – 2008
- Arts & Humanities Outstanding Advising Award Recipient, 2002 – 2003
- Faculty Senate Outstanding Service Award Recipient, 2001 – 2002
- Arts & Humanities Excellence in Service Award Recipient, 2001 – 2002
- Top Paper Award in Applied Communication at National Communication Association Convention, 1998
- Top Paper Award in Health Communication at Eastern Communication Association Convention, 1995
- The Pennsylvania State University's DeBoer Distinguished Teaching Award, 1994

## **TEACHING EXPERIENCE**

### **Texas A&M University-Corpus Christi**

*Graduate:*

Communication in Organizations

*Undergraduate:*

Business and Professional Communication

Communication Internships

Communication Theory

Health Communication

Intercultural Communication

Interviewing

Organizational Communication

Public Relations Techniques

Public Speaking

Small Group Communication

Teamwork and Leadership

The Communication Consultant

### **Pennsylvania State University**

*Undergraduate:*

Business and Professional Communication

Communication Theory

Public Speaking

Small Group Communication

## **CONSULTING EXPERIENCE**

Conducted communication audits, facilitated strategic planning, provided program assessments, completed customer service and product analysis, and served as an executive coach. Developed and presented corporate trainings in leadership, women in leadership, time management, work-life balance, communicating with confidence, public speaking, sales, customer service, mentoring, workplace emotional management, stress management, conflict management, handling difficult people, innovative thinking, workplace diversity, sexual harassment, understanding the role of public relations in effective leadership, and more.

Clients included the following organizations:

YWCA

CHRISTUS Spohn Health System

HEB

United Way

City of Corpus Christi

Horton Automatics

Women's Center for Research and Education

South West Bell: HACEMOS

Corpus Christi Army Depot

Corpus Christi State School

Driscoll Children's Hospital

Port Authority of Corpus Christi

Certified Public Managers Program

Supervisor Development Certificate Program for Non-Profit Organizations

Supervised the development of Public Relations Campaigns for:

YWCA

CHRISTUS Spohn Health System

Youth Odyssey

Center for Mexican American Research

Islander Athletics

Hispanic Men United – Youth Program

## **PUBLICATIONS**

### **Textbooks**

Quintanilla, K. M. (with S.T. Wahl) (in press) *Business and professional excellence: Keys to communicating in the workplace, 3rd edition*. Thousand Oaks, CA: Sage.

Quintanilla, K. M. (with S.T. Wahl) (2013) *Business and professional excellence: Keys to communicating in the workplace, 2<sup>nd</sup> edition*. Thousand Oaks, CA: Sage.

Quintanilla, K. M. (with S.T. Wahl) (2010) *Business and professional excellence: Keys to communicating in the workplace*. Thousand Oaks, CA: Sage.

### **Instructional Manuals**

Quintanilla, K.M. (with S.T. Wahl) (2015). Instructor's Manual and Test Item File for Wahl & Quintanilla's *Business and Professional Excellence: Keys to Communicating in the Workplace*. Thousand Oaks, CA: Sage.

Quintanilla, K.M. (with S.T. Wahl) (2010). Instructor's Manual and Test Item File for Wahl & Quintanilla's *Business and Professional Excellence: Keys to Communicating in the Workplace*. Thousand Oaks, CA: Sage.

### **Book Chapters**

Quintanilla, K., Cano, N., & Ivy, D. (2003). "The defining of menopause." In L. Turner, P. Buzznell, and H. Sterk (Eds.), Gender and Communication in Applied Contexts (pp. 99-122). Thousand Oaks, CA: Sage.

Quintanilla, K. (2003). "Nonverbal Communication: A Fashion Alert." In M. R. Williams and P. Backlund, (Eds.), Readings in Gendered Text (pp. 257-267). Belmont, CA: Wadsworth.

### **Journal Articles**

Quintanilla, K. M. (with Hansen, A.) (2011). "'It's like a Mexican Bingo.'" Journal of Intercultural Communication, 27, n.p. [Online: <http://www.immi.se/intercultural/>]

Quintanilla, K.M. (with Mallard). (2008). Understanding the role of communication bravado: An important Issue for trainers/educators. Texas Speech Communication Journal 33 (1), 44-49.

Quintanilla, K.M. (with Wahl, S.T.) (2005). Student civic engagement and media literacy. Texas Speech Communication Journal, Volume 30 (1), 89-91.

Quintanilla, K.M. (with Wahl, S.T.) (2005). Incorporating service learning into communication courses: Benefits, guidelines, and challenges. Texas Speech Communication Journal, Volume 30 (1), 67-71.

Quintanilla, K., Schatz, R. & Benibo, B. (2000). "Exploring the Effects of Organizational Change on an Organizational Subculture." New Jersey Journal Of Communication, Volume 8, No.2, pp. 221-243.

## **PROFESSIONAL PRESENTATIONS**

Quintanilla, K. (with Alan Hansen) (2011, November) "She's a diabetic, and she's a little girl': Hispanic voices that invoke collections, categories, and category-bound predicates in talk about diabetes. Paper presented at the National Communication Association convention, New Orleans, Louisiana.

Quintanilla, K.M. (with Alan Hansen) (2008, November). Interdisciplinary collaboration and translational research in the prevention and treatment of type 2 diabetes: A case study. Paper presented to the National Communication Association's Annual Convention, San Diego, California. **Top Paper Award, Intercultural Communication Division**

Quintanilla, K.M. (with J. Mallard) (2007, November). Does videotaped feedback for speeches impact student learning? Student self assessment of public speaking. Paper presented to the National Communication Association's Annual Convention, Chicago, Illinois.

Quintanilla, K.M. (with J. Mallard) (2007, November). Understanding the role of communication bravado: An important issue for trainers and educators. Paper presented to the National Communication Association's Annual Convention, Chicago, Illinois

Quintanilla, K.M. (2007, October) How do student self assessment scores differ from instructor ratings in public speaking? An overview of differences and tips for overcoming difference. Paper presented to the Texas Speech Communication Association Conference, San Antonio, Texas.

Quintanilla, K.M. (2005, October) "Communication Bravado: The other type of communicators." Paper presented to the Texas Speech Communication Association Conference, Galveston, TX.

Quintanilla, K. (2004, November) "Integration: A Tool for Developing Consulting Practice that Supports Teaching, Research, and Service." Paper presented at the annual meeting of the National Communication Association Conference, Chicago, IL.

Quintanilla, K. & Mallard, J. (2003). "College Students and Cheating: Attitudes, Frequencies, and Consequences." Presented at The Texas Speech Communication Association's Annual Conference, Corpus Christi, TX.

Quintanilla, K. (2002). "Integrating Service Learning: Approaches and Practices." Presented at The Texas Speech Communication Association's Annual Conference, San Antonio, TX.

Quintanilla, K. (2002). Moderated "Department Chairs: Challenges and Opportunities." at The Texas A&M University System Symposium, Corpus Christi, TX.

Quintanilla, K. (2002). "Developing Communication Skills: The Mutual Benefit Of Service Learning in Non Profit Organizations." Presented at the National Communication Association's Annual Conference, New Orleans, LA.

Quintanilla, K. (2002). "Formal Mentoring: A Tool for Sustaining Training Benefits." Presented at the National Communication Association's Annual Conference, New Orleans, LA.

Quintanilla, K. (2000). "Developing a Consultative Selling Culture: A Case Study For Assessing the Needs of an Organization in Change." Presented at the National Communication Association's Annual Conference in Seattle, WA.

Quintanilla, K., Ivy, D., & Cano, N. (2000) "The Defining of Menopause" Presented at the Conference for the Organization for the Study of Language and Gender in Milwaukee, WI.

Quintanilla, K., Schatz, R. Benibo, B. & Wise, N. (1998) "Exploring the effects of organizational change on organizational culture: A qualitative analysis." Presented at the 1998 National Communication Association's Annual Conference. **Top Paper Award, Applied Communication Division**

Miller, K. (1996). "Narratives of the Change: Analysis of the Paradigms of Menopause." Presented at Speech Communication Association, San Diego CA

Miller, K. (1996). "Varied Levels of Preparedness: Overcoming Obstacles in the Basic Course." Paper Presentation at the 1996 Speech Communication Association, San Diego CA.

Schatz, R., Miller, K., Bilaye, B., Worsham, M., and Adams, D. (1996). "Symbolic versus attributed-based group attachment." Presented at 1996 Southwestern Psychological Association Convention in Houston Texas.

Miller, K. (1995). "Raising Our Voices An Analysis of the Narratives of Menopausal Women." Presented at Eastern Communication Association Convention in Pittsburgh Pennsylvania. **Top Paper Award, Health Communication Division**

Miller, K. (1995). A revised and extended version of "Raising Our Voices An Analysis of the Narratives of Menopausal Women" Presented at the 11th Conference of The Society for Menstrual Cycle Research, Montreal, Canada.

## **GRANTS**

**VIVA: Obesity Intervention in West Oso Independent School District (2009).**

National Institute of Health, \$90,000

PI: Professor Suzette Chopin with Professors Kelly Quintanilla, Pam Brouillard, Pam Meyer, Don Luna, and Annette Rodriguez

**Culture-wise Intervention: Barriers to Developing Effective Type 2 Diabetes Programming for Mexican American Adults. (2007).**

FTSCA, TAMUCC College Grant, \$2,372

Professors Kelly Quintanilla and Alan Hansen

**Culture-wise Intervention: Barriers to Developing Effective Type 2 Programming for Mexican-American Pre-Adolescents. (2006).**

Texas Research Development Fund, \$22,236

Professors Kelly Quintanilla and Alan Hansen

## **SELECTED PROFESSIONAL SERVICE**

### **Administrative Service**

President's Cabinet, 2015 – Present

Momentum 2020 Strategic Planning Working Group, 2015 – Present

Dean's Council, 2009 – Present

University Retention Council, 2013 – Present

Faculty Core Curriculum Committee, 2011 – Present

Momentum 2015 Strategic Planning Working Group, 2009 – 2015

Vice President for Finance and Administration Search Committee, 2015

College of Business Dean Search Committee, 2013

Vice President for Student Engagement & Success Search Committee, 2012

Provost & Vice President for Academic Affairs Search Committee, Chair, 2010

Vice President of Institutional Advancement Search Committee, 1999

Director of Workforce Development Search Committee, 1999

Provost & Vice President for Academic Affairs Search Committee, 1997

### **University Service**

Integrated Marketing Committee, 2004 – 2009  
University Outreach Council, 2001 – 2009  
Classroom Building Committee, 2001 – 2009  
University Grievance Committee, 1998 – 2000  
Faculty Senate, 1998 – 2000  
    Secretary & Treasurer, Executive Committee, 1998 – 1999  
    Academic Affairs Committee, 1998 – 2000

### **College of Liberal Arts Service**

Faculty Promotion & Tenure Committee (DVPA-FPAC),  
    Elected Chair, 2005 – 2008  
    Member, 1999 – 2009  
CLA Awards Committee, Chair, 2005 – 2007  
Ad Hoc Committee on Promotion & Tenure, 2003 – 2004  
Ad Hoc Committee on Committee Selection, 2003  
Coordinating Committee, 1998 – 2003  
Graduate Studies Committee, 1995 – 2000  
Ad Hoc Committee on Third Year Review, 1995  
Library Liaison, 1995 – 1997

### **Departmental Service**

Academic Advisor and Mentor, 1994 – 2010  
Public Relations Minor Advisor, 1997 – 2010  
Communication Faculty Internship Coordinator, 1997 – 2010  
Lambda Pi Eta, Honor Society, Faculty Advisor, 1997 – 2010  
Communication Search Committees, Chair (6) Member (8), 1996 – 2006

## **COMMUNITY SERVICE**

Art Museum of South Texas, Board Member, 2013 – Present  
Corpus Christi Symphony Orchestra, Board Member, 2011 – Present  
    Vice President, 2014 – 2105  
    Marketing Chair, 2014 – Present  
Harbor Playhouse, 2010 – Present  
    Board Member, 2010 – 2103  
    Vice President, 2011 – 2013  
    Artistic Committee, 2013 – Present

## **PROFESSIONAL MEMBERSHIPS**

Council of Colleges of Arts and Sciences  
National Communication Association  
Texas Public Relations Association  
Texas Speech Communication Association

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Flavius C. Killebrew, President/CEO  
Texas A&M University-Corpus Christi

**Subject:** Appointment of Executive Vice President for Finance and Administration

**Proposed Board Action:**

Appoint Mr. Terry Tatum as Executive Vice President for Finance and Administration at Texas A&M University-Corpus Christi (A&M-Corpus Christi), effective immediately.

**Background Information:**

System Policy [01.03, Appointing Power and Terms and Conditions of Employment](#), states that the Board of Regents shall appoint vice presidents of system member universities.

President Flavius Killebrew recommends Mr. Terry Tatum for the position of Executive Vice President for Finance and Administration (CFO) at A&M-Corpus Christi after a national search and receiving input from the university community. Off-site interviews were conducted with eight candidates and four were invited to campus. Mr. Tatum, an internal candidate, has been serving in the interim role since April. He joined the university in 2010 as the Associate Vice President for Information Technology and excelled in that role. He previously was the Associate Vice President for IT Services at the University of Texas at Austin and the Assistant Vice President/Chief Technology Officer at the University of Alabama at Birmingham. His educational background includes a BBA in accounting as well as a Doctor of Jurisprudence. His experience and educational background are commensurate with the responsibilities of the position.

The CFO provides leadership to the Finance and Administration Division; advises the President on business and financial matters; maintains effective working relationships with The Texas A&M University System as well as Texas Higher Education Coordinating Board and other state and federal agencies; and ensures the university makes the highest and best use of resources to achieve its mission. The Finance and Administration Division includes budgets and accounting, administrative services, information technology, human resources, campus safety and compliance.

A copy of Mr. Tatum's curriculum vitae is attached.

**A&M System Funding or Other Financial Implications:**

President Killebrew recommends an initial salary of \$197,600 for Mr. Tatum to be funded from general institutional funds.

Agenda Item No.

**TEXAS A&M UNIVERSITY-CORPUS CHRISTI**

Office of the President

August 18, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Appointment of Executive Vice President for Finance and Administration

I recommend adoption of the following minute order:

**“Effective immediately, Mr. Terry Tatum is hereby appointed Executive Vice President for Finance and Administration at Texas A&M University-Corpus Christi, at an initial salary of \$197,600.”**

Respectfully submitted,

Flavius C. Killebrew  
President/CEO

**Approval Recommended:**

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John Sharp  
Chancellor

**Approved for Legal Sufficiency:**

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Ray Bonilla  
General Counsel

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer



## Personnel Actions Requiring Board Action

Proposed New Hire:

Name: Mr. Terry Tatum  
 Title: Executive Vice President for Finance & Administration  
 Salary: \$ \$197,600

**External Market Data:**

	Survey Name	Survey Job Title	Survey Annual Salary
1.	CUPA	Texas Public Institutions CFOs	\$244,626
2.	CUPA	Carnegie Doctoral Institutions	\$262,773
3.	Salary Average	CFOs -- A&M System	\$210,800
4.	Salary Average	CFOs - A&M System (w/o A&M)	\$189,978
5.			

**Internal Salary Data:**

	Incumbent Name	Job Title	Annual Salary
1.	Dr. Luis Cifuentes	VP, Research, Commercialization/Outreach	\$197,416
2.	Dr. Trent Hill	VP, Institutional Advancement	\$188,400
3.	Dr. Don Albrecht	VP, Student Engagement & Success	\$190,026
4.			
5.			

**Comments, if necessary:**

## MICHEAL TERRY TATUM

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**Chief Information Officer • Senior IT Executive • Vice President • Chief Technology Officer**

### PROFILE

Highly accomplished technology executive with proven ability to direct and improve IT operations and facilitate organizational success through innovation and service delivery. Innovative leader with expertise in technology implementation, support services, process optimization, and cost reduction. Adept at developing and introducing new business processes to enhance efficiency and productivity. Experienced at operations, managing helpdesk, IT security, and technology evaluation. Possess excellent problem-solving skills.

### Areas of Expertise

IT Strategy • Strategic Planning • Strategic Leadership • IT Governance • Project/Program Management • Budget Administration • ITIL • Collaboration • Cost Control • SLAs • IT Operations • Architecture • System Streamlining • Technology Evaluation • Training & Development • Team Building • IT Security • Contract Negotiations • Technology Deployment • Process Improvement • Solution Development • Change Management • Help Desk Operations

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### PROFESSIONAL EXPERIENCE

**TEXAS A&M UNIVERSITY—CORPUS CHRISTI, Corpus Christi, TX**

**2010-Present**

**Associate Vice President and Chief Information Officer**

Lead the IT organization in support of the institution's mission and goals; ensuring that technology initiatives occur in an integrated manner and for the benefit of both academic and administrative purposes. Execute change and build coalitions at a complex institution. Supervise 55 full time staff plus student workers and a \$10M budget.

- Initiated project to migrate from Nortel to Cisco VoIP.
- Network update with new architecture replacing outdated equipment.
- Led modernization of the IT infrastructure.
- Initiated and was Co-PI on successful \$500,000 Science DMZ grant expanding networking for researchers.
- Migrated from WebCT to Blackboard LEARN.
- Expanded support for learning technologies.
- Expanded support for research computing.
- Established a disaster recovery plan.
- Created shared services.

**Interim Executive Vice President Finance and Administration (April 2015-Present)**

- Currently transitioning into role during a search for a permanent CFO.
- Divisions include: Administrative Services, Budget, Comptroller, Employee Development and Compliance Services, Contracts and Property Services, Human Resources, Information Technology Services, Police Department, University Services.

**Interim Director of Facilities Services (July 2012-January 2013)**

- Led facilities through a transition.
- Prioritized backlog of projects and set up processes to get them back on track.
- Reinstated preventative maintenance processes.
- Worked on energy study and started implementing recommendations from the study.
- Improved administrative processes.

**Interim Director of Planning and Institutional Research (January 2013-April 2013)**

- Met state reporting requirements in a timely manner.
- Generated ad-hoc reports as requested during legislative session.
- Identified key opportunities for process improvement.

**UNIVERSITY OF TEXAS AT AUSTIN, Austin, TX**

2007 - 2009

**Associate Vice President, IT Services**

Oversaw IT service and support operations for large research university. Supervised staff of 122 full-time professionals, including Director of IT Training, Director of User Services, and 61 part-time student staff. Administered \$9M budget. Supported more than 65,000 students and employees. Managed help desk operations, server and desktop support, and customer relationship management.

- Introduced revenue production by offering support services to other business units.
- Increased efficiency by turning around under-performing ID card program.
- Achieved major improvements in support by implementing Remedy ticketing system and developing new processes to maximize program effectiveness.
- Enhanced quality and performance levels by introducing ITIL concepts to customer service, and leading adoption of principles throughout IT organization.
- Reduced costs by negotiating better licensing agreements with Microsoft.
- Increased customer satisfaction by establishing Customer Relations group.
- Improved efficiency by evaluating and procuring new technologies, such as Unified Messaging.
- Led identification and resolution of improvement opportunities for all areas, including inventory control, billing, process documentation, and more.

**UNIVERSITY OF ALABAMA AT BIRMINGHAM, Birmingham, AL**

2000 - 2007

**Assistant Vice President / Chief Technology Officer (2005-2007)**

Promoted to direct all desktop support, customer service, IT procurement, project management, IT security, and strategic planning functions for research university. Supervised 50-person service center, four managers/directors, and two IT security specialists. Administered \$4M budget.

- Increased campus data security, compliance, and risk mitigation by introducing new procedures and new technologies, including disaster recovery, offsite backups, PCI standards, and HIPAA standards.
- Personally managed project implementing new campus portal and other technologies.
- Selected to take over management of instructional technology group.
- Lowered expenses by negotiating better pricing for licenses and software/hardware purchases.
- Significantly improved operations of desktop support and help desk programs.
- Played key role in implementation and testing of new student system.
- Saved >\$100K per year by migrating to new antivirus software provider.
- Enhanced capabilities by establishing formal change review board for IT change management.

**Director IT Customer Services (2000-2005)**

Hired to build customer services division from scratch for newly formed central IT department. Hired staff. Reviewed and improved service, support, and training functions. Negotiated software contracts and licensing, and managed all procurement. Introduced desktop support, including contracted services, and helpdesk functions. Administered \$4M budget.

- Assisted implementation of ERP system to replace outdated legacy applications.
- Delivered major cost savings by negotiating campus-wide Microsoft licensing and volume discounts.
- Actively involved in architecting complete IT organization technology strategy.
- Improved security by establishing practices to distribute security and antivirus patches to desktops.
- Reduced user downtime by planning and implementing new server architecture.

**Help Desk Manager**

Oversaw help desk operations for entire campus, with over 70,000 users. Supervised staff of 30, including seven full-time staff.

- Improved efficiency by consolidating Academic Computing Help Desk and Administrative Computing Information Center to create single, unified help desk program.
  - Increased support team capabilities by bringing in personnel.
  - Managed development and implementation of web-based appointment scheduling system, help desk call tracking application, and email-based help request tracking system.
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**EDUCATION**

**Doctor of Jurisprudence**, University of Texas at Austin, Austin, TX

**BBA in Accounting**, University of Texas at Austin, Austin, TX

**PROFESSIONAL AFFILIATION**

EDUCAUSE Software Licensing Constituent Group

HIMSS member

Lonestar Education and Research Network (LEARN) Board Member

LEARN Audit Committee

LEARN Operations and Services Committee

LEARN Chair Elect

**CERTIFICATIONS & TRAINING**

Certified Public Accountant (CPA)

ITIL v3 Foundations Training / Certification

IT Leadership

EDUCAUSE Management Program

CAUCUS Technology Procurement Workshop

Licensed to practice law, State Bar of Texas

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** J. Patrick O'Brien, President/CEO  
West Texas A&M University

**Subject:** Appointment of Dean of College of Agriculture and Natural Sciences

### **Proposed Board Action:**

Appoint Dr. Dean Hawkins as Dean of the College of Agriculture and Natural Sciences at West Texas A&M University, effective immediately.

### **Background Information:**

System Policy [01.03, Appointing Power and Terms and Conditions of Employment](#) states that the Board of Regents shall appoint deans of system member universities.

The Dean of the College of Agriculture and Natural Sciences reports to the Provost and Vice President for Academic Affairs of the university and has the responsibility to (1) provide innovative, collaborative and visionary leadership for the department heads and faculty, (2) encourage and stimulate growth and quality in programs, (3) represent views of students and faculty in university planning and functions, (4) assist students in making progress in the degree programs, (5) develop and secure external funding, (6) advance and improve the image of the college and the university, and (7) manage various administrative duties, including curricular supervision and coordination, budget preparation, supervision of faculty evaluation, expenditure approval, and student recruitment and retention. The Dean of the College of Agriculture and Natural Sciences will also serve as the university's representative to the regional, state, and national business community and be a community builder dedicated to the fulfillment of the university's strategic plan and vision for the future.

A copy of Dr. Hawkins' curriculum vitae is attached.

### **A&M System Funding or Other Financial Implications:**

President O'Brien recommends an initial salary of \$160,000 for Dr. Hawkins to be funded from state appropriated Education and General Funds.

Agenda Item No.

**WEST TEXAS A&M UNIVERSITY**

Office of the President

August 25, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Appointment of Dean of College of Agriculture and Natural Sciences

I recommend adoption of the following minute order:

**“Effective immediately, Dr. Dean Hawkins is hereby appointed Dean of the College of Agriculture and Natural Sciences at West Texas A&M University, at an initial salary of \$160,000.”**

Respectfully submitted,

J. Patrick O’Brien  
President/CEO

**Approval Recommended:**

**Approval for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

## Personnel Actions Requiring Board Action

Proposed New Hire:

Name: Dean Hawkins  
 Title: Dean College of Agriculture and Natural Sciences  
 Salary: \$ 160,000

**External Market Data:**

	Survey Name	Survey Job Title	Survey Annual Salary
1.	CUPA (Public Institutions)	Dean Agriculture	235,760
2.	CUPA (Carnegie Classification)	Dean Agriculture	147,000
3.	CUPA (Expenditures)	Dean Agriculture	143,562
4.	CUPA (Enrollment)	Dean Agriculture	147,000
5.			

**Internal Salary Data:**

	Incumbent Name	Job Title	Annual Salary
1.	Dr. Neil Terry	Dean, College of Business	165,222
2.	Dr. Angela Spaulding	Dean, Graduate School	160,000
3.	Dr. Jessica Mallard	College of Fine Arts and Humanities	136,500
4.	Dr. Eddie Henderson	College of Education & Social Sciences	144,100
5.	Dr. Dirk Nelson	College of Nursing & Health Sciences	134,300

**Comments, if necessary:**

Other Texas A&M regional university Dean of Agriculture salaries:  
 Texas A&M Kingsville - \$169,278  
 Tarleton - \$150,000  
 Prairie View A&M - \$147,088

**Dean Hawkins, Ph.D.**  
**Professor and Department Head**

**Office Address:** Department Agricultural Sciences  
Office (806) 651-2563  
Cell  
dhawkins@wtamu.edu

***Education***

- 1990-1992 National Institute of Health (NIH) Postdoctoral Research Fellow, Colorado State University, Department of Physiology. Animal Reproduction and Biotechnology Laboratory
- 1986-1990 Ph.D., Physiology of Reproduction and Growth, **Texas A&M University**. Dissertation: Anterior pituitary content and in vitro secretion of heterogeneous isoforms of bovine luteinizing hormone: Effects of endocrine milieu and in vivo progestin treatment. Advisor, Dr. David W. Forrest.
- 1984-1986 M.S., Animal Breeding (Physiology of Reproduction option), **Texas Tech University**. Thesis: Environmental factors affecting puberty in gilts. Advisor, Dr. James R. Clark.
- 1982-1984 B.S., Animal Science (May, 1984) and Vocational Agriculture Teaching Certificate (December 1984), **Texas Tech University**.
- 1980-1982 A.A., Clarendon College, Clarendon TX.

***Employment***

- 2009-present Professor and Department Head, Agricultural Sciences, West Texas A&M University.
- 2003-2009 Professor, Animal and Range Sciences, and member of Molecular Biology Program and Graduate faculty. New Mexico State University. Las Cruces, NM.
- 1998-2002 Associate Professor, Animal and Range Sciences, and member of Molecular Biology Program and graduate faculty. New Mexico State University. Las Cruces, NM.
- 1992-1997 Assistant Professor, Animal and Range Sciences, and member of Molecular Biology Program and graduate faculty. New Mexico State University. Las Cruces, NM.
- 1990-1992 NIH Postdoctoral Research Fellow, Colorado State University, Department of Physiology. Animal Reproduction and Biotechnology Laboratory



### ***Professional Societies***

American Society of Animal Science  
2012 Board of Directors American Society of Animal Sciences  
2010-2012 Member of the Federation of Animal Science Societies-Science and Policy Committee  
2010-2012 Member of the American Society of Animal Science-Science and Policy Committee  
1992-2009 W1112 USDA Western Regional Research "Reproductive Performance of Domestic Ruminants"

### ***Honors***

2012-2015 Board member American Society of Animal Science  
2014 Program Chair Joint Annual Meeting American Society of Animal Science and American Dairy Science Association  
2012 Texas Tech University Distinguished Alumni, College of Agriculture and Natural Resources Texas Tech University  
2012 Texas 4H Outstanding Alumni  
2007 Distinguished Alumni Award. Clarendon College, Clarendon Texas.  
2005 "Horizon Award" Recipient, Department of Animal and Food Sciences. Texas Tech University.  
2001 "Young Scientist Award" Western Section, American Society of Animal Science.  
1997 National Association of Colleges and Teachers of Agriculture, Meritorious Teaching Award. NMSU College of Agriculture and Home Economics.  
1990 A. M. "Tony" Sorenson Jr., Achievement Award as Outstanding Graduate Student, Physiology of Reproduction. Texas A&M University.

### ***Peer Reviewer***

#### ***Journals***

Biology of Reproduction  
Theriogenology  
Prostaglandins  
Journal of Animal Sciences  
Journal of Equine Vet. Sciences  
Animal Reproduction  
USDA-ARS Manuscript Reviewer

#### ***Competitive Grants***

USDA-ARS Reproduction/Physiology Review. Panel Chair 2007.  
BARD Ad Hoc Reviewer- International Grants, Israel – USA, 1996  
University of Wyoming AES Grants, External Reviewer  
USDA NRICGP Ad Hoc Reviewer - Reproduction/Nutrition 1995-2005.  
USDA - SBIR Panel Member 1999, 2000, 2001 and 2002  
USDA- SBIR Panel Manager 2004-2005 and 2005-2006  
USDA-NRICGP Animal Reproduction Panel Member 2006-2007; 2007-2008.

## Refereed Publications

R.C. Waterman , J.E. Sawyer , K.K. Kane , D.E. Hawkins , M. K. Petersen. 2014. Heifer weight gain and reproductive achievement in response to protein and energy supplementation while grazing dormant range forage. *J. of Agricultural Sciences*. In Press.

Hawkins, D. E., T. E. Lawrence. 2013. From Imagination To Reality: Using DNA From An Exceptional Carcass To Produce A Sire Or Donor Cow” Proceedings, The Range Beef Cow Symposium XXIII: 109-111.

Mulliniks, J.T., Hawkins, D.E., Kane, K.K., Cox, S.H., Torell, L.A., Scholljegerdes, E.J., Petersen, M.K. 2013. Metabolizable protein supply while grazing dormant winter forage during heifer development alters pregnancy and subsequent in-herd retention rate. *J. of Animal Science* 91:1409-1416.

Bruno R.G. S., A.M. Farias, J.A. Hernández-Rivera, A.E. Navarrette, D.E. Hawkins, T.R. Bilby. 2013 Effect of gonadotropin-releasing hormone or prostaglandin F2 $\alpha$ -based estrus synchronization programs for first or subsequent artificial insemination in lactating dairy cows. *J. Dairy Sci.* 2013;96(3):1556-1567.

Endecott, R.L., Cox, S.H., Rubio, C.M., Loest, C.A., Hawkins, D.E., Petersen, M.K. 2012. Effects of supplements with increasing glucogenic precursor content on reproduction and nutrient utilization in young postpartum range cows. *Livestock Science* 145:109-118.

Mulliniks, J.T., Kemp, M.E., Cox, S.H., Hawkins, D.E., Petersen, M.K. 2011. The Effect of Increasing Amount of Glucogenic Precursors on Reproductive Performance in Young Postpartum Range Cows. *Journal of Animal Science*. 89:2932-2943

Alexander, B. M., Z. Kiyma, M. McFarland, E. A. Van Kirk, D. M. Hallford, D. E. Hawkins, K. K. Kane, and G. E. Moss. 2007. Influence of short-term fasting during the luteal phase of the estrous cycle on ovarian follicular development during the ensuing proestrus of ewes. *Anim. Reprod. Sci.* 97:356-363.

Meza-Herrera, C. M., T. Ross, D. Hawkins, and D. Hallford. 2006. Interactions between metabolic status, pre-breeding protein supplementation, uterine pH and embryonic mortality in ewes: Preliminary observations. *Trop. Anim. Health Prod.* 38:407-413.

Waterman R. C., J. E. Sawyer, C. P. Mathis, D. E. Hawkins, G. B. Donart, and M. K. Petersen. 2006. Effects of range supplements that contain increasing amounts of metabolizable protein with or without Ca-propionate salt on postpartum interval and nutrient partitioning in young beef cows. *J. Anim. Sci.* 84:433-446.

Kane, K. K., D. E. Hawkins, G. D. Pulsipher, D. J. Denniston, C. R. Krehbiel, M. G. Thomas, M. K. Petersen, D. M. Hallford, M. D. Remmenga, A. J. Roberts, and D. H. Keisler. 2004. Effect of increasing undegradable protein intake on metabolic and endocrine factors in estrous cycling beef heifers. *J. Anim. Sci.* 82:283-291.

Denniston, D. J., M. G. Thomas, K. K. Kane, C. N. Roybal, L. Canales, D. M. Hallford, M. D. Remmenga, and D. E. Hawkins. 2003. Effect of neuropeptide Y on GnRH-induced LH release from bovine anterior pituitary cell cultures derived from heifers in a follicular, luteal or ovariectomized state. *Anim. Reprod. Sci.* 78:25-31.

Hawkins, D. E., and K. K. Kane. 2003. Advances in reproductive biotechnology. In: Cow-Calf Management Guide and Cattle Producers Library, Western Beef Resource Committee. CL 460-1-460-465.

Kane, K. K., K. W. Creighton, M. K. Petersen, D. M. Hallford, M. D. Remmenga, and D. E. Hawkins. 2002. Effects of varying levels of undegradable intake protein on endocrine and metabolic function of young postpartum beef cows. *Theriogenology* 57:2179-2191.

Hawkins, D. E., M. K. Petersen, and M. G. Thomas. 2000. Can the beef heifer and young postpartum cow be physiologically and nutritionally manipulated to optimize reproductive efficiency? (Invited Paper) *J. Anim. Sci.* <http://www.asas.org/jas/symposia/>.

Russell, N. D., J. Rios, G. Erosa, and D. E. Hawkins. 2000. Genetic differentiation among geographically isolated populations of Criollo cattle and their divergence from other *Bos taurus* breeds. *J. Anim. Sci.* 78:2314-2322.

Stevenson, J. S., K. E. Thompson, J. F. Smith, and D. E. Hawkins. 2000. Synchronization of estrus and ovulation in dairy heifers using norgestomet, GnRH, and PGF<sub>2a</sub>. *J. Dairy Sci.* 83:2008-2015.

Taylor, J. B., J. R. Strickland, T. May, and D. E. Hawkins. 2000. The effect of subacute swainsonine (locoweed) consumption on immunocompetence and serum constituents of sheep in a nutrient restricted state. *Vet. Human Tox.* 42:199-204.

Carpenter, D. B., D. M. Hallford, L. S. Hung, and D. E. Hawkins. 1997. Semen traits and metabolic hormone profiles in ram lambs treated with glucose. *Theriogenology* 45:625-639.

Rubio, J. M., D. M. Hallford, and D. E. Hawkins. 1997. Effect of glucose administration during the estrous cycle on serum hormone profiles, mRNA for steroidogenic enzymes and breeding performance of ewes. *J. Anim. Sci.* 75:775-780.

Hawkins, D. E., K. D. Niswender, G. M. Oss, C. L. Moeller, K. G. Odde, H. R. Sawyer, and G. D. Niswender. 1995. An increase in serum lipids increases luteal lipid content and alters the disappearance rate of progesterone in cows. *J. Anim. Sci.* 73:541-545.

Belfiore, C. J., D. E. Hawkins, M. C. Wiltbank, and G. D. Niswender. 1994. Regulation of cytochrome P450<sub>SCC</sub> synthesis and activity in the ovine corpus luteum. *J. Steroid Biochem. Mol. Biol.* 51:283-290.

Hawkins, D. E., C. J. Belfiore, J. P. Kile, and G. D. Niswender. 1993. Regulation of mRNA encoding 3- $\beta$ -hydroxysteroid dehydrogenase/ $\Delta^5$ - $\Delta^4$  isomerase (3 $\beta$ HSD) in the ovine corpus luteum (CL). *Biol. Reprod.* 44:1185-1190.

Carpenter, B. B., D. W. Forrest, L. R. Sprott, A. Rocha, D. E. Hawkins, J. R. Beverly, H. E. Hawkins, and N. R. Parish. 1992. Performance of *Bos indicus*-influenced bulls in serving capacity tests and multiple-sire breeding groups. *J. Anim. Sci.* 70:1795-1800.

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** J. Patrick O'Brien, President/CEO  
West Texas A&M University

**Subject:** Appointment of Dean of School of Engineering, Computer Science and Mathematics

### **Proposed Board Action:**

Appoint Dr. Emily Hunt as Dean of the School of Engineering, Computer Science and Mathematics at West Texas A&M University, effective immediately.

### **Background Information:**

System Policy [01.03, Appointing Power and Terms and Conditions of Employment](#) states that the Board of Regents shall appoint deans of system member universities.

The Dean of the School of Engineering, Computer Science and Mathematics reports to the Provost and Vice President for Academic Affairs of the university and has the responsibility to (1) provide innovative, collaborative and visionary leadership for the department heads and faculty, (2) encourage and stimulate growth and quality in programs, (3) represent views of students and faculty in university planning and functions, (4) assist students in making progress in the degree programs, (5) develop and secure external funding, (6) advance and improve the image of the college and the university, and (7) manage various administrative duties, including curricular supervision and coordination, budget preparation, supervision of faculty evaluation, expenditure approval, and student recruitment and retention. The Dean of the School of Engineering, Computer Science and Mathematics will also serve as the university's representative to the regional, state, and national business community and be a community builder dedicated to the fulfillment of the university's strategic plan and vision for the future.

A copy of Dr. Hunt's curriculum vitae is attached.

### **A&M System Funding or Other Financial Implications:**

President O'Brien recommends an initial salary of \$170,000 for Dr. Hunt to be funded from state appropriated Education and General Funds.

Agenda Item No.

**WEST TEXAS A&M UNIVERSITY**

Office of the President

August 25, 2015

Members, Board of Regents  
The Texas A&M University System

Subject: Appointment of Dean of School of Engineering, Computer Science and  
Mathematics

I recommend adoption of the following minute order:

**“Effective immediately, Dr. Emily Hunt is hereby appointed Dean of  
the School of Engineering, Computer Science and Mathematics at West  
Texas A&M University, at an initial salary of \$170,000.”**

Respectfully submitted,

J. Patrick O’Brien  
President/CEO

**Approval Recommended:**

**Approval for Legal Sufficiency:**

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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

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Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

## Personnel Actions Requiring Board Action

Proposed New Hire:

Name: Emily Hunt  
 Title: Dean School of Engineering, Computer Science and Math  
 Salary: \$ 170,000

**External Market Data:**

	Survey Name	Survey Job Title	Survey Annual Salary
1.	CUPA (Public Institutions)	Dean Engineering	250,000
2.	CUPA (Carnegie Classification)	Dean Engineering	190,210
3.	CUPA (Expenditures)	Dean Engineering	183,868
4.	CUPA (Enrollment)	Dean Engineering	191,662
5.			

**Internal Salary Data:**

	Incumbent Name	Job Title	Annual Salary
1.	Dr. Neil Terry	Dean, College of Business	165,222
2.	Dr. Angela Spaulding	Dean, Graduate School	160,000
3.	Dr. Jessica Mallard	College of Fine Arts and Humanities	136,500
4.	Dr. Eddie Henderson	College of Education & Social Sciences	144,100
5.	Dr. Dirk Nelson	College of Nursing & Health Sciences	134,300

**Comments, if necessary:**

Other Texas A&M regional university Dean of Engineering salaries:  
 Texas A&M Kingsville - \$198,739  
 Texas A&M Commerce - \$172,950  
 Texas A&M Corpus Christi - \$168,922  
 Prairie View A&M - \$167,963

**EMILY M. HUNT**  
Professor and Director  
School of Engineering and Computer Science  
West Texas A&M University  
Canyon, TX 79016  
Phone: 806-651-5330  
FAX: 806-651-5259  
[ehunt@wtamu.edu](mailto:ehunt@wtamu.edu)

## **EXPERIENCE**

08/13 – present Director, School of Engineering and Computer Science, West Texas A&M University, Canyon, Texas.  
08/13 – present Professor, Mechanical Engineering, West Texas A&M University, Canyon, Texas.  
05/12 – 08/13 Interim Director, School of Engineering and Computer Science, West Texas A&M University, Canyon, Texas.  
9/09 – 08/13 Associate Professor, Mechanical Engineering, West Texas A&M University, Canyon, Texas.  
1/05 – 9/09 Assistant Professor, Mechanical Engineering, West Texas A&M University, Canyon, Texas.  
1/02- 12/05 Graduate Research Assistant, Texas Tech University, TTU and Army Office of Research, Lubbock, Texas  
1/01 - 12/01 Graduate Teaching Assistant, Texas Tech University, Lubbock, TX  
5/99 – 8/99 Mechanical Engineering Intern, B&W Pantex Plant, Amarillo, TX

## **EDUCATION**

Ph. D. Mechanical Engineering, Texas Tech University, Lubbock, TX (2005).  
M. S. Mechanical Engineering, Texas Tech University, Lubbock, TX (2002).  
B. S. Mechanical Engineering, Texas Tech University, Lubbock, TX (2001).

**SECURITY CLEARANCE:** DOE Q-Clearance Active Status

## **PATENTS**

1. Nanostructured Metallic Alloys for Antibacterial Applications, Emily Hunt and Michelle Pantoya filled with US Patent Office October 2011 (filed jointly by Texas A& M University and Texas Tech University). Patent Number 37488.
2. Nanochargers: energy storage systems based on nanoenergetic material combustion. Authors: Michelle Lacchia Pantoya and Emily McFather Hunt, Provisional Patent number: 6663639 (application number 61287660 and confirmation number 1188) 2010.

## BOOKS

1. E.M. Hunt and M.L. Pantoya, *Designing Dandelions*, Texas Tech University Press, ISBN 978-0-89672-8, (2013).
2. E.M. Hunt and M.L. Pantoya, *True Tales from an Astronaut Engineer*, Authorhouse publishing, in press 2014.
3. E.M. Hunt and M.L. Pantoya, *Pride by Design*, Westcom Press, ISBN 13:978-0-9835003-4-6, December, 2011
4. E.M. Hunt and M.L. Pantoya, *Engineering Elephants*, AuthorHouse publishing, 2010. ISBN: 978-1-4490-5816-6. Available on [www.amazon.com](http://www.amazon.com), [www.barnesandnoble.com](http://www.barnesandnoble.com), local book stores.
5. E. M. Hunt and M. L. Pantoya, *Nanostructured Metallic Alloys: Synthesis, Properties and Applications*, ISBN: 978-3-8364-3438-6, VDM Verlag Dr. Muller publisher 2007.

## BOOK CHAPTERS

E. Hunt, P. Lockwood-Cooke and M. L. Pantoya, *Mechanical Engineering Education: Preschool to Graduate School*, Chapter in *Mechanical Engineering*, edited by Dr. Murat Gokcek, ISBN: 978-953-51-0505-3, InTech Publishing, 2012.

## JOURNAL PUBLICATIONS ACCEPTED AND IN PRINT

1. "Neutralizing Bacterial Spores Using Halogenated Energetic Reactions," Mulamba, O., Hunt, E.M., and Pantoya, M.L. *Biotechnology and Bioprocess Engineering* 18: 918-925 (2013).
2. "From Community College to Four-Year Institution: a Model for Recruitment and Retention," Lockwood P., Hunt E.M., Matlack R.S., and J. Kelley. *Community College Journal of Research and Practice* 37, Issue 8, pp. 613-619 (2013).
3. "Counselors: Partners in the Recruitment/Retention of Female Mechanical Engineering Students," Froeschle J, Hunt E.M., and Riney M, *VISTAS*, Issue 1, Jan (2013).
4. "Coating and Characterization of Mock Explosive Materials," Hunt E.M. and Jackson, M. *Advances in Materials Science and Engineering*, 2012, Article ID 468032 (2012).
5. "The Influence of Nano Structured Carbon Additives on the Impact Ignition of Energetic Materials", Kappagantula, K., Pantoya, M.L., Hunt, E.M., Submitted and accepted to *Journal of Applied Physics*, Manuscript No. JR12-2603, March (2012).
6. "High-Speed Study of Drop-Weight Impact Ignition of PBX 9501 Using Infrared Thermography," Hunt E.M., Malcolm S., and M. Jackson, *ISRN Mechanical Engineering*, 2011, Article ID 872693 (2011).



7. "Semi Self Propagating High Temperature Synthesis of Nanostructured Titanium Aluminide Alloys with Varying Porosity", C. Farley, T. Turnbull, M. L. Pantoya, E. Hunt, *Acta Materialia* 59(6); 2447-2454 (2011).
8. "Nanostructured Metallic Alloys – Materials for the Future," *AtoZ Materials Special Edition: Materials Thought Leaders*, Hunt E.M., Dec (2011). <http://www.azom.com/Details.asp?ArticleID=5552>.
9. "Hydrostatic Pressure Project: Linked-Class Problem-Based Learning in Engineering" Davis F., Lockwood P. and E.M. Hunt, *American Journal of Engineering Education*, in press (2011).
10. "Linked-Class Problem-Based Learning in Engineering," Hunt E.M., Lockwood P, and J. Kelley, *American Journal of Engineering Education*, 1 (1), (2010).
11. "Impact Sensitivity of Intermetallic Nanocomposites: A Study on Compositional and Bulk Density", E. M. Hunt and M. L. Pantoya, *Intermetallics*, 18 (8); 1612-1616 (2010).
12. "Energetic Materials for Energy Storage," E.M. Hunt and M.L. Pantoya, *V Journal of Science and Technology*, 21 (2), (2010).
13. "Analytical Expressions for Chip Area in Three-insert Rotary Boring Operation." Murty P., Chen G., and Hunt E.M., *SAE Int. J. Mater. Manuf.* (2010).
14. "Heat Transfer Experiments and Flow Simulation of Water Sprays Impinging on a Heated Cylindrical Tube." Issa R. J., Hunt E. M. & Davis F. J., *Journal of Thermophysics and Heat Transfer*, in press (2010).
15. "Nanochargers: Energetic Materials for Energy Storage", E. M. Hunt and M. L. Pantoya, *Applied Physics Letters* 95; 253101 (2009).
16. "Transverse Impact of a Cantilever Beam With a Rigid Surface," Murty P., Hunt E.M., Gu R.J., *ARA Journal* 05-09 (29-33), 95-101 (2009).
17. "A Study on Effect of Part-loading Errors on the Accuracy of Compound Hole Axis." Jackson M, Murty P, and Hunt E.M., *SAE Int. J. Mater. Manuf.* 2 (1): 187-205, (2009)
18. "Impact ignition of nano and micron composite energetic materials." Hunt E. M., Malcolm S. & Davis F. J., *International Journal of Impact Engineering* 36 (6), 842-846 (2009).
19. "Impact Ignition of nano and micron composite energetic materials," A. Hunt, A. Purl, E.M. Hunt and M.L. Pantoya, *International Journal of Impact Engineering*, v36 n 6, p842-846 (2009).
20. "Combustion Synthesis of Metallic Foams from Nanocomposite Reactants," E. M. Hunt, M. L. Pantoya and R. J. Jouet, *Intermetallics* 14 (6), 620-629 (2006).
21. "Ignition Dynamics and Activation Energies of Metallic Thermites: From Nano- to Micron-scale Particulate Composites," E. M. Hunt and M. L. Pantoya, *Journal of Applied Physics* 98(3), 034909 (2005).  
[DOI:10.1016/j.combustflame.2004.10.009]
22. "Nickel Aluminum Superalloys Created by the Self-propagating High-temperature Synthesis (SHS) of Nano-particle Reactants," E. M. Hunt, J. J. Granier, K. B. Plantier and M. L. Pantoya, *Journal of Materials Research* 19(10), 3028-3036 (2004).

23. "Nano-scale Reactants in the Self-Propagating High-Temperature Synthesis of Nickel Aluminide," E. Hunt, K. Plantier, M. Pantoya, *Acta Materialia* 52(11), 3183-3191 (2004).
24. "A Laser Induced Diagnostic Technique for Velocity Measurements Using Liquid Crystal Thermography," E. M. Hunt and M. L. Pantoya, *International Journal of Heat and Mass Transfer* 47(19/20), 4285-4292 (2004).

## JOURNAL PUBLICATIONS CURRENTLY UNDER REVIEW

- "Development of a Method for Polymer Mixing and Optimization," Bruce, K., Hunt, E.M., Jackson, M.J., and Steelman, S. submitted in request to invitation to *Journal of Virtual Experiments*, December 2013.
- "Exploring and Developing Hispanic STEM Education in West Texas," Hunt, A., Lockwood, P., and Hunt, E.M., submitted to the *proceedings of the American Society for Engineering Education*, January (2014).

## CONFERENCE PROCEEDINGS (PEER REVIEWED)

1. "Combating Corrosion with Activated NanoCoatings," Hunt, E.M., Africorr (African National Corrosion Conference), Pretoria, South Africa (2014).
2. "Exploring and Developing Hispanic STEM Education in West Texas," Hunt, A., Lockwood, P., and Hunt, E.M., American Society for Engineering Education, Indianapolis, Indiana (2014).
3. Mulamba, O, Pantoya ML, and Hunt, EM, Thermal Influences on the Neutralization of Spore Forming Bacteria, ASME Heat Transfer Conference, Puerto Rico (2012).
4. Hunt, E., Hunt, A., Pantoya, M. Engineering Elephants: Storybooks and Activities to Improve STEM Education in the Early Years. American Society of Engineering Education Special K12 Workshop, San Antonio, TX, 2012.
5. Hunt, EM, Pantoya, ML, Hunt, AS, Introducing Young Children to Engineering Through Early STEM Literacy, 118<sup>th</sup> ASEE Annual Conference and Exposition, Vancouver, BC, Canada, June 26-29, 2011. Session M144B Using Web Resources and Literature to Teach Engineering.
6. Hunt E.M., Lockwood P., and Davis F.J., "Engineering Learning Communities: Relationships, Results, and Retention," proceedings American Society of Engineering Education (June 2011).
7. Hunt, E.M., Pantoya, M.L., Reeves, A.M., "Engineering Elephants: Introducing Young Children to Engineering," Invited Proceedings Number XX-01, Materials Research Society Fall Meeting, Boston, MA Nov 30-Dec 2, 2010. Also highlighted on the Meeting Scene: ([http://www.mrs.org/s\\_mrs/doc.asp?CID=27969&DID=333594](http://www.mrs.org/s_mrs/doc.asp?CID=27969&DID=333594) ).

8. Jackson, M. and Hunt, E., "Coating and Characterization of Energetic Materials", Proceedings of the ASME 2010 International Mechanical Engineering Congress & Exposition, November 12-18, 2010, Vancouver, British Columbia, Canada.
9. Murty P and Hunt E.M., "Estimate elastic moduli of nanostructured NiAl /Ni Ti alloys using 2D image analysis" SAE International Conference, Paper Offer Number: 10M-0015, January 2010.
10. Hunt E.M. and Murty P, "Mechanical Behavior of Nanostructured Metallic Foams," ASME IMECE, IMECE2000-11805, November 2009.
11. Davis FJ and Hunt EM, "Quantitative Analysis of First Year Engineering Learning Community," proceedings, American Society of Engineering Education, June 2009.
12. Jackson M, Murty P, and Hunt EM, "A Study on Effect of Part Loading Errors on the Accuracy of Compound Hole Axis," SAE International Conference, 2009-01-0400, April 2009.
13. Hunt, E.M., Lockwood Cook, P., & Kelley, J. (2008). Evaluation methods for linked course PBL in engineering. ASME International Mechanical Engineering Congress and Exposition (IMECE2008-68494).
14. Issa, R. J., Hunt, E. M. , & Davis, F. J. (2008). Experimental measurements and numerical modeling for the air-mist cooling of a heated cylinder. ASME 2008 Heat Transfer Conference (HT2008-56003).
15. Hunt, E. M., Lockwood , P., Craig, D., & Fisher, P. (2007). A Practical Approach for Problem-based Learning in Engineering. ASME International Mechanical Engineering Congress and Exposition.
16. Hunt E.M., Lockwood, P., Fisher, P.L., and Craig,D.W., "A Practical Approach for Problem-based Learning in Engineering." ASME (IMECE2007-42088) Nov. (2007)
17. "Combustion Synthesis of Porous Materials From Nanocomposite Reactants," E. Hunt and M. Pantoya, US Joint Section of the Combustion Institute Meeting, March (2003)
18. "A Laser Induced Surface Flow Visualization Technique Using Liquid Crystal Thermography", E. Hunt and M. Pantoya, Proceedings of the 41st AIAA Aerospace Sciences Meeting, Paper Number AIAA-2003-0739, Aerodynamic Measurement Technology Session, Reno, NV (2003).
19. "Nickel aluminide superalloys created by SHS of nano-particle reactants," E. Hunt, K. Plantier, M. Pantoya, *Mat. Res. Soc. Symposium Proceedings* v. 800, *Synthesis, Characterization and Properties of Energetic/Reactive Nanomaterials*, pp. 137-142 (2003).
20. "A Laser Induced Surface Flow Visualization Technique," E. G. Hunt and M. L. Pantoya, Presented at the ASME Graduate Student Technical Conference, Texas A&M Kingsville, March 21-24 (2002).

## CONFERENCE PROCEEDINGS (OTHER)

1. Hunt, A., Hunt E., Pantoya, M., Tying STEM Together with Engineering, American Society of Engineering Education, K-12 Workshop on Engineering Education, Atlanta, GA 2013.
2. Hunt, E.M. and Pantoya, M. L. (2009). Integrating energetic materials into the classroom. American Institute for Aeronautics and Astronautics (AIAA-2009-1610). (Invited).
3. Hunt, E.M. (2008). Impact Sensitivity of Variable Density Composite Energetic Materials. Materials Research Society Fall 2008.
4. Hunt, E.M. & Pantoya, M. L. (2008). Impact-initiated ignition of nano and micron composite high density intermetallics. Materials Research Society Spring 2008.
5. Hunt, E. M. (2008). Impact ignition of nano and micron composite reactive materials. Materials Research Society. (Invited)
6. Hunt, E. M. (2008). Infrared imaging in engineering applications. 2008 InfraMation International Thermographers Conference (ITC 126 A 2008-05-14). (Invited)
7. Hunt, E. M. & Pantoya, M. L. (2004). Superalloys created by SHS. International Conference for Composites/NanoComposites in Engineering. (Invited or not refereed)
8. Hunt, E. M., Lockwood , P., Craig, D., & Fisher, P. (2007). A Practical Approach for Problem-based Learning in Engineering. ASME International Mechanical Engineering Congress and Exposition.
9. Hunt, E. M. & Pantoya, M. L. (2003). A non-intrusive technique for measuring velocity using liquid crystals and an infrared laser heat source. American Institute for Aeronautics and Astronautics.
10. Hunt, E. M. & Pantoya, M. L. (2003). Nickel aluminun superalloys created with a nano-scale additive. Materials Research Society.
11. Hunt, E. M. & Pantoya, M. L. (2003). Nano-scale reactants in NiAl. Combustion Institute Meeting.

#### **INVITED TALKS (SELECT)**

1. Processing Novel Nanostructured Metallic Alloys via Combustion Synthesis, Institute for Nanotechnology and Advance Materials Research Seminar Series, Tshwane University of Technology, Pretoria, South Africa, July 2014.
2. Biocidal Energetic Materials: Progress and Future Directions, Defense Threat Reducation Agency Annual PI Meeting, Arlington, VA, July 2012.
3. Engineering Elephants: Story Books, Activities and Language Tools to Improve STEM Learning in the Early Years, American Society of Engineering Education, Special K-12 session, June 2012.
4. Antibacterial Metallic Coatings for Food Safety, Anuga Food Fair, Cologne, Germany, October 2011. (Invited keynote speaker (plenary) for international conference).

5. Nanofoams created through a diamond laser coating process: synthesis and efficacy, LaserCo and Diamond Coating Technologies, Brussels, Belgium, July 2011.
6. Biocidal Reactions for the Destruction of Spore Forming Bacteria, Defense Threat Reduction Agency Annual Meeting, July 2011, Arlington VI.
7. Engineering Elephants: Introducing Young Children to Engineering, Materials Research Society Fall Meeting, Boston, MA Nov 30-Dec 2, 2010. Also highlighted on the Meeting Scene: ( [http://www.mrs.org/s\\_mrs/doc.asp?CID=27969&DID=333594](http://www.mrs.org/s_mrs/doc.asp?CID=27969&DID=333594) ).
8. Combustion Synthesis of Nanofoams, Texas A & M University, College Station, TX, September, 2010.
9. Integrating Energetic Materials into the Classroom: Education Initiatives in Energetic Materials, 47<sup>th</sup> AIAA Aerospace Sciences Meeting, Orlando, FL, 5-7 January, 2009, AIAA-2009-1610.
10. Understanding Combustion in Nanocomposite Energetic Materials, Texas A & M University, College Station, TX, September 23, 2008.
11. Infrared Imaging in Engineering Applications, Keynote Speaker, InfraMation Conference, Reno, NV, Nov 3-7, 2008.

**CONSULTING:** Consulting to Nanotechnology, Inc (Austin, TX) on pressing Metastable Interstitial Composites; POC: Dr. Kurt Schroder. 2004-2005. (This company's name was changed to Novacentrix in 2007).

## SYNERGISTIC ACTIVITIES

1. Author of children's books that introduce young children to the engineering profession and basic STEM concepts. The first book in the series is Engineering Elephants (Authorhouse 2010) followed by Pride by Design (Westcom Press 2011), and True Tales from an Astronaut Engineer (Authorhouse, 2013). These books will be used by educators in the K-12 classroom as tool for promoting STEM education and awareness.
2. Signed a Book Series Contract with Texas Tech University Press to develop a children's engineering book series for middle readers. Series title: *Growing STEMS*, Editor-in-chief: Dr. Judith Keeling. Series kicked off in 2013 with the release of Designing Dandelions.
3. Proposal Reviewer: NSF S-STEM panel 2011-2012, NSF CAREER panel (CBET Division) 2010; NSF Unsolicited Proposal Reviewer (CMMI Division) 2010; NSF Unsolicited Proposal Reviewer (CBET Division) 2006-2014.
4. Referee for: *Combustion Science and Technology*, *Combustion and Flame*, *Propellants Explosives Pyrotechnics*, *Advanced Materials*, *Journal of Materials Research*, *Journal of Materials Science*, *Journal of Heat Transfer*, *Journal of Applied Physics*, *Journal of Alloys and Compounds*, *Journal of Thermophysics and Heat Transfer*, *Journal of Nanoparticle Research*, *American Journal of Engineering Education*, *Advances in Engineering Education*, *International Journal of Impact Engineering*.

5. Board of Directors Memberships: Don Harrington Discovery Center, Canyon Education Foundation, Women in Science Endeavors, In His Hands Child Development Center, Hidden Falls Ranch, and Canyon Parent Teacher Association
6. Participated in T-STEM project with Slaton Independent School District (ISD) summer school 3rd-5th grade program integrating Engineering Elephants into their curriculum and enhancing their math and science literacy and critical thinking skills (2010). Prepared instructional aides and gave in-class lessons and book readings/discussions. Each week of the summer school program, selected topics from the book were introduced to students with engaging hands-on activities designed to enhance students' creativity while spurring their excitement about engineering. Although impact of the approach was not empirically tested, improvements in standardized test scores were observed. Overall, the scores increased by 6 points in science. ***Scores for Hispanic students increased by 13 points, 7 points for white students, 42 points for special education students and 9 points for economically disadvantaged students.***
7. Developed a series of outreach seminars/ educational activities for local elementary schools introducing Pre-K – 3rd graders to fundamental engineering ideas using Engineering Elephants. These in-class book readings and associated activities are delivered throughout the year to selected classrooms.
8. Member (some may have lapsed): Sigma Xi, Society of Women Engineers (SWE), American Institute of Aeronautics and Astronautics (AIAA), American Society of Mechanical Engineers (ASME), The Combustion Institute, Materials Research Society (MRS), Pi Tau Sigma, and Tau Beta Pi.

#### **AWARDS, HONORS, FELLOWSHIPS AND MEMBERSHIPS (selected)**

University Excellence Award	2012
Defense Threat Reduction Agency Young Investigator Award	2010-2012
Amarillo Women's Network Career Achievement Award	2011
College of ASE Research Award	2010-2011
College of ASE Service Award	2008-2009
WTAMU Scholarly and Creative Excellence Award	2007-2008
Agriculture, Science, and Engineering Scholarly and Creative Excellence Award	2008
SWE Student Section Advisor (WTAMU)	2007-present
ASME Student Section Advisor (WTAMU)	2005-present
Achievement Reward for College Scientists (ARCS)	2003-2004 & 2004-2005
Honors Endowed Scholar, TTU	1998-2003
Pantex Plant Science and Engineering Award	1998-1999 & 1999-2000
Amarillo Women's Network Scholar	1998-1999
Tau Beta Pi (Engineering Honor Society)	1999 - present
Pi Tau Sigma (Mechanical Engineering Honor Society)	1999-present

#### **PROPOSALS FUNDED**

##### **Current**

1. Machining of High Explosive Materials: PI: Emily Hunt and Matt Jackson;  
Source: Department of Energy; West Texas A&M University; 10/01/13-09/31/15;



Amount: \$500,000. Persons-Months Committed to the Project—on a set contract basis.

2. Biocidal Energetic Materials; PI: Emily Hunt; Source: Defense Threat Reduction Agency (DTRA); Project Location: West Texas A&M University; Project Duration: 7/31/10-8/1/14; Amount: \$300,000. Person-Months Per Year Committed to the Project. Cal: 0.00, Acad: 0.00, Sumr: 1.00
3. Science Collaborative, PIs: Aaron Hunt and Emily Hunt; Source: Texas Higher Education Coordinating Board; Project Location: West Texas A&M University; 06/-1/2012-05/31/2013; Amount: \$161,000. Persons-Months Committed to the Project: Cal: 0.00, Acad: 0.00, Sumr: 0.00.
4. Adiprene Dynamic Mixing: Part 2; PI: Emily Hunt and Matt Jackson; Source: B&W Pantex Plant; West Texas A&M University; 10/01/10-09/31/12; Amount: \$200,000. Persons-Months Committed to the Project—on a set contract basis.
5. S-STEM: Teaming Engineering and Mathematics Students: Part 2, NSF, \$599,996 09/01/11-08/31/14, West Texas A&M University, Person-Months Per Year Committed to the Project. Cal: 0.00, Acad: 0.00, Sumr: 1.00
6. STEP: Increasing Numbers, Connections, and Retention in Science and Engineering, NSF, PI: Pam Lockwood, Co-PI: Emily Hunt, West Texas A&M University \$980,000, Duration 09/01/06-08/31/13, Person-Months Per Year Committed to the Project. Cal: 0.00, Acad: 0.00, Sumr: 0.00
7. S-STEM: Connecting Community College Transfers, NSF, \$572,670, 05/01/09-04/30/12, West Texas A&M University, Person-Months Per Year Committed to the Project. Cal: 0.00, Acad: 0.00, Sumr: 0.00

### **Successfully Completed**

1. Adiprene Dynamic Mixing; PI: Emily Hunt and Matt Jackson; Source: B&W Pantex Plant; West Texas A&M University; 10/01/10-09/31/12; Amount: \$200,000. Persons-Months Committed to the Project—on a set contract basis.
2. Precision Coating of High Explosives, B&W Pantex Plant, \$598K, 2009-2011.
3. Acquisition of a Global Sizing Velocimeter, Aerodynamic Particle Sizer, and Tethersonde Array to Advance Aerosol Technology Engineering and Science on the High Plains, National Science Foundation Major Research Instrumentation (MRI), \$560K, 2009-2010.
4. Nanostructured Metallic Foams, National Science Foundation Small Grant for Exploratory Research (SGER), \$40,708, 2009.
5. Research Experience for Undergraduates (REU) as a supplement to the SGER, \$6K, 2009.
6. Teaming Engineering and Mathematics Students (TEAMS), National Science Foundation Scholarships for Science, Technology, Engineering, and Mathematics (S-STEM), \$570K, 2007-2011.
7. Infrared Imaging of Damaged Explosives, B&W Pantex Plant, \$400K, 2007-2009.

**\*Certified by the general counsel or other appropriate attorney as confidential or information that may be withheld from public disclosure in accordance with Section 551.1281 and Chapter 552 of the Texas Government Code.**