



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

**February 8, 2018**



**CONSENT AGENDA ITEMS  
MEETING OF THE BOARD OF REGENTS  
THE TEXAS A&M UNIVERSITY SYSTEM  
February 8, 2018  
College Station, Texas**

**6. CONSENT AGENDA ITEMS**

The Texas A&M University System/Board of Regents

- 6.1 Approval of Minutes
- 6.2 Approval of FY 2019 Operating Budget Guidelines
- 6.3 Granting of the Title of Emeritus, February 2018
- 6.4 Confirmation of Appointment and Commissioning of Peace Officers
- 6.5 Approval of Revisions to System Policy 01.03, *Appointing Power and Terms and Conditions of Employment*
- 6.6 Approval of Revisions to System Policy 07.04, *Benefits, Gifts and Honoraria*
- 6.7 Approval of Revisions to System Policy 10.01, *Internal Auditing*
- 6.8 Approval of Revisions to System Policy 11.09, *Low-Producing Degree Programs*
- 6.9 Approval of Revisions to System Policy 13.03, *Texas Public Educational Grants*
- 6.10 Approval of Revisions to System Policy 15.01, *Research Agreements*
- 6.11 Approval of Revisions to System Policy 24.01, *Risk Management*
- 6.12 Approval of Revisions to System Policy 41.01, *Real Property*
- 6.29 \*Naming of the Texas A&M University Hotel/Conference Center

Prairie View A&M University

- 6.13 Approval of New University Procedure 12.02.99.P0.01, *Institutional Procedures for Implementing Tenure*

*\*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.*

Tarleton State University

- 6.14 Approval of Three New Bachelor of Applied Science Degree Programs with Majors in Manufacturing Engineering Technology, Mechanical Engineering Technology, and Construction Science and Management, and Authorization to Request Approval from the Texas Higher Education Coordinating Board
- 6.15 Approval of a New Bachelor of Science Degree Program with a Major in Public Administration, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

Texas A&M International University

- 6.16 Granting of Faculty Development Leave for FY 2019

Texas A&M University

- 6.17 Approval of Academic Tenure, February 2018
- 6.18 Granting of Faculty Development Leave for FY 2019
- 6.19 \*Approval of the Updated Texas A&M University Strategic Plan for Research and Authorization to Submit to the Texas Higher Education Coordinating Board
- 6.20 Approval of a New Bachelor of Science Degree Program with a Major in Anthropology, and Authorization to Request Approval from the Texas Higher Education Coordinating Board
- 6.21 Approval of a New Bachelor of Arts Degree Program with a Major in Computing, and Authorization to Request Approval from the Texas Higher Education Coordinating Board
- 6.22 Approval of a New Master of International Policy Degree Program, and Authorization to Request Approval from the Texas Higher Education Coordinating Board
- 6.23 Approval of a New Bachelor of Science in Environmental Engineering Degree Program, and Authorization to Request Approval from the Texas Higher Education Coordinating Board
- 6.24 Establishment of the Center of Digital Humanities Research
- 6.25 \*Authorization to Establish Two Quasi-Endowments
- 6.26 \*Naming of the Viewing Stand at the Dale Watts '71 Cross Country Course
- 6.27 \*Namings of Rooms and Spaces in E.B. Cushing Stadium
- 6.28 \*Namings of the Athletic Offices and Student-Athlete Spaces in the Davis Diamond

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Texas A&M University-Central Texas

- 6.30 Approval of a New Bachelor of Music Degree Program, and Authorization to Request Approval from the Texas Higher Education Coordinating Board
- 6.31 Approval of a New Master of Arts Degree Program in English, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

Texas A&M University-Corpus Christi

- 6.32 Approval of Academic Tenure, February 2018
- 6.33 Approval of New University Procedure 18.03.99.CO.01, *Post-Season Athletics Competition*

Texas A&M University-Kingsville

- 6.34 Approval of Academic Tenure, February 2018
- 6.35 \*Naming of Javelina Stadium Football Field

West Texas A&M University

- 6.36 Adoption of a Resolution Honoring the West Texas A&M University Women's Soccer Team
- 6.37 Adoption of a Resolution Honoring the West Texas A&M University Men's Cross Country Team
- 6.38 \*Naming of the West Texas A&M University Agricultural Sciences Complex – Academic and Research Building

Texas A&M AgriLife Extension Service

- 6.39 Approval of 2018 Stiles Farm Foundation Budget

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
RELLIS .....	Respect, Excellence, Leadership, Loyalty, Integrity and Selfless Service
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
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. 6.1**

**THE TEXAS A&M UNIVERSITY SYSTEM  
Office of the Board of Regents  
January 24, 2017**

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

Subject: Approval of Minutes

I recommend adoption of the following minute order:

**“The following minutes are approved:**

**October 19, 2017 Regular Board Meeting,  
October 20, 2017 Special Workshop Meeting,  
November 7, 2017 Special Telephonic Meeting,  
November 30, 2017 Special Meeting,  
December 4, 2017 Special Telephonic Meeting.”**

Respectfully submitted,

Vickie Burt Spillers  
Executive Director

Attachments (5)

**MINUTES**

**REGULAR MEETING**

**BOARD OF REGENTS**

**THE TEXAS A&M UNIVERSITY SYSTEM**

**HELD IN**

**STEPHENVILLE, TEXAS**

**October 19, 2017**

*(Approved February 8, 2018)*

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**MINUTES  
REGULAR MEETING  
BOARD OF REGENTS, THE TEXAS A&M UNIVERSITY SYSTEM**

**October 19, 2017**

**CONVENE**

Chairman Charles W. Schwartz convened a regular meeting of the Board of Regents of The Texas A&M University System at 8:04 a.m., Thursday, October 19, 2017, in Room 281, Dining Hall, 1351 W. Vanderbilt Street, on the campus of Tarleton State University, Stephenville, Texas. The following members of the Board were present:

Mr. Charles W. Schwartz, Chairman  
Ms. Elaine Mendoza, Vice Chairman  
Mr. Phil Adams  
Mr. Robert L. Albritton  
Mr. Anthony G. Buzbee  
Mr. Morris E. Foster  
Mr. Tim Leach  
Mr. Bill Mahomes  
Mr. Stephen Shuchart, Student Regent

The following member of the Board was not present:

Mr. Clifton L. Thomas, Jr.

**RECESS TO EXECUTIVE SESSION**

Chairman Schwartz announced that the Board would recess to executive session as permitted by Chapter 551, Sections 71, 72, 73, 74 and 76 of the Texas Government Code. He said in accordance with the law, no final action, decision or vote with regard to any matter considered in executive session would be made or taken.

*(Note: The Board met in executive session from 8:05 a.m. until 10:51 a.m.)*

**RECONVENE**

At 1:00 p.m., Chairman Schwartz reconvened the meeting in open session in Ballrooms A&B, Thompson Student Center, 631 N. Lillian Street, Stephenville, Texas, and said a quorum was present. He announced that the Board met in executive session earlier the same day from 8:05 a.m. to 10:51 a.m., and considered executive session agenda items and conferred with Chancellor John Sharp, several system and university administrators and system attorneys on personnel, real property and legal matters.

### **INVOCATION**

Chairman Schwartz called on Mr. Jace Lane, a Tarleton graduate student and champion saddle bronc rider as a member of the Tarleton Men’s Rodeo Team. Mr. Lane presented the invocation.

### **CHANCELLOR’S REMARKS**

Chancellor Sharp highlighted accomplishments of the A&M System (a copy of which is on file in the Office of the Board of Regents).

Chairman Schwartz thanked Dr. Dominic Dottavio, President of Tarleton, and the entire Tarleton family for hosting the Board of Regents meeting on Tarleton’s 100th anniversary as a member of the A&M System. He said the experience had been wonderful and Tarleton had rolled out the “purple carpet” for them.

Dr. Dottavio introduced State Senator Craig Estes. Senator Estes said it was a privilege to represent Erath County, Tarleton, the great people of Stephenville, and this little part of the A&M System. He added that he was proud to work with this fine institution of higher learning in attempting to acquire funding to replace the Ag barns destroyed by tornadoes. Senator Estes said he looked forward to working with them and appreciated all they did for the A&M System because it affected all of Texas.

Next, Dr. Dottavio introduced Congressman Mike Conaway. Chairman Schwartz added that Congressman Conaway was Chairman of the House Committee on Agriculture and served on other important committees, such as the Armed Services Committee, and the Permanent Select Committee on Intelligence. He said they were delighted that Congressman Conaway joined them today.

Congressman Conaway said he began representing Erath County in 2010, and Dr. Dottavio and Tarleton adopted him, even though he was an East Texas State University (Texas A&M University-Commerce) graduate. He added that the dairy program was essential for the area and across the country. Congressman Conaway said the data-mining program started by Burt Littlefield was a great auditing tool to help detect waste, fraud and abuse across several programs. He noted that two A&M graduates, Regent Leach and Mr. Clayton Williams, resided in his district. He said the A&M System’s leadership was outstanding and he looked forward to continuing to partner with Tarleton as part of the House Committee on Agriculture on projects that made sense for them all. Chairman Schwartz thanked him attending the meeting.

### **TARLETON STATE UNIVERSITY CAMPUS UPDATE**

Dr. Dottavio presented this update (copy of which is on file in the Office of the Board of Regents). He said since the Board’s meeting at Tarleton in 2005, much had happened. He advised that Tarleton was growing at a record pace and the Department of Education had named them the most efficient university in the state of Texas.

Dr. Dottavio said the Ag Mechanical Building was a significant part of the Centennial celebration since Tarleton became an Agricultural college in 1917. He explained that the building was located on the 500 acres the Stephenville citizens contributed to seal the partnership with Texas A&M University. He said this generous gift from the community allowed Tarleton to have agricultural programs.

Dr. Dottavio announced that the Corps of Cadets became part of Tarleton in 1917, but the Corps program disappeared in the midcentury. He said that in 2017 they decided to reactivate and revitalize the Corps of Cadets. He noted that Corps cadets received a Leadership Studies minor to equip them with the skills desired by employers.

Dr. Dottavio said today they would celebrate one of the joint heroes of Texas A&M and Tarleton. He added that Major General Earl Rudder began as a student at Tarleton and returned as a faculty member, coach and athletic director. He said the centennial project took the two major streets of the university with 75-year old infrastructure that needed replacing, and converted it into Rudder Way, which connected the campus.

Dr. Dottavio pointed out that Tarleton was a special place in part because of the connection they had with Texas A&M over the past 100 years. He said Tarleton shared many of the common traditions in College Station, but had their unique traditions as well. He said there was the legend of Oscar P walking with founder John Tarleton from Tennessee to his ranch in Erath, County; the Plow Boys group who used to be Tarleton's mascot; the thousands of purple pancakes served during Homecoming week; and the purple smoke stack for special moments in their history. He said the Purple Poo was the oldest spirit organization in the state with two purposes -- to carry on the great spirit of Tarleton and to raise the spirit of Tarleton students.

Dr. Dottavio introduced Ms. Madison Minor, a Child and Family Studies major from Decatur and co-director of the Tarleton Transition Program. He said Ms. Minor was a member of the Delta Zeta sorority and a Tarleton Ambassador. He also introduced Mr. Art Hernandez, a Junior Kinesiology major from Georgetown, who served as co-director of the Tarleton Transition Program, and as a Tarleton Ambassador.

Mr. Hernandez said Tarleton focused on the family aspect. He added that Tarleton changed his life, because the students and faculty empowered incoming students and made a difference in their lives. He said this was an example of the university core value "Service," which entailed giving back to the community and others that had given so much.

Ms. Minor stated that she was a first-generation college student, and had no idea what to expect when she arrived. She said she was thankful to have been a part of the spirit and traditions on campus. She added that she appreciated the opportunity to be part of incoming students' first year experiences and show them why they loved Tarleton.

Ms. Minor said the staff and faculty at Tarleton had taken time out of their busy schedules to let her know she was important. She noted that she hoped the Board had seen that it was not the faculty and staff versus the students, but that they had created relationships with individuals that mattered. Dr. Dottavio said these students managed a staff of 150 students in the Tarleton Transition program, and devoted an incredible amount of time and service because they believed in the culture and spirit of Tarleton.

Dr. Dottavio said Tarleton was known for its Agriculture programs, but would soon move in a trajectory toward Engineering. He thanked the Board for approving a new Engineering building, and the Civil, Mechanical and Electrical engineering programs. He added that the new Memorial Stadium would be an asset for Tarleton and the community. Dr. Dottavio said additionally, if approved, they would begin construction of a new Fort Worth campus. He emphasized that Fort Worth leadership looked forward to the new campus, since no other public undergraduate university was there.

### **PUBLIC HEARING**

Chairman Schwartz announced that the Texas Education Code required the Board of Regents to hold a public hearing on certain proposed increases in tuition and fees. He said the purpose of this public hearing was to comply with this requirement and to provide an opportunity to receive input from students and the public regarding the proposed tuition and fee recommendations to be effective with the fall 2018 and fall 2019 semesters. He explained that to do this they would hold one hearing for all institutions and receive input from those who wished to speak on the proposed recommendations. Chairman Schwartz said the Board had not received any requests for public testimony.

Regent Mahomes, Chairman of the Committee on Finance, said as public servants, the Regents were committed to serving the citizens and providing assurances that their valuable but limited resources were utilized in the most efficient and effective manner. He added, and always with the benefit of the students and the state taxpayers foremost on their minds. He said they remained focused on keeping the costs of attending System universities affordable. Regent Mahomes advised that the flagship had the lowest administrative costs ratio in the state and was frequently cited for the outstanding value provided to the students. He said additionally, eight of the regional universities remained below the statewide average. He noted that what they proposed was to approve tuition rates for the next two years. Regent Mahomes said this increase would not affect current students on a guaranteed plan.

Regent Buzbee reported that Mr. Billy Hamilton, Executive Vice Chancellor & Chief Financial Officer, explained the justification for the increase and said they were looking out for the student. He said they all had a different college experience; Ms. Minor was a first-generation college student, as was he. He added that he enlisted in the Navy because his parents had no money for college, or information on financial aid, and he was sensitive to these increases every year.

Regent Buzbee said increases were tied to benchmarks, such as increased inflation, but questioned at what point was it enough. He suggested that their goal should be if inflation was rising 3.07% yearly, to hold the line and decrease tuition. Regent Buzbee said the justification indicated the funds would go for programs, staff and financial aid, but offered no delineation on where the funds actually went.

Regent Buzbee said he had not voted for a tuition increase in the last four years, because he did not see the justification for it. He noted that the gap between rich and poor continued to increase and students and families would suffer because of this increase.

Chairman Schwartz said the Board hearing was now closed and the full Board would take action on this item later in the meeting.

### **RECESS AND RECONVENE**

Chairman Schwartz recessed the meeting at 1:43 p.m.

*(Note: On Wednesday, October 18, the Committee on Academic and Student Affairs convened at 2:00 p.m. and adjourned at 4:10 p.m. The Committee on Finance convened at 4:29 p.m. and adjourned at 4:47 p.m. On Thursday, October 19, the Committee on Buildings and Physical Plant convened at 1:43 p.m. and adjourned at 1:50 p.m. The Committee on Audit convened at 1:50 p.m. and adjourned at 2:12 p.m.)*

Chairman Schwartz reconvened the meeting at 2:13 p.m. He recognized Mr. Bob Glasgow, former State Senator from Stephenville, and said he was an excellent supporter of Tarleton.

Chairman Schwartz presented Item 5.2 (Proposed Amendments to the Bylaws). He said the proposed amendments clarified the distinction between special and emergency meetings; allowed the Chairman to serve as a voting, rather than non-voting member of standing committees; clarified the timeline for sending agenda items to Regents prior to regular and special meetings; allowed the Chairman to bring matters to the full Board if an item was not reported from the committee due to a tie vote or lack of a quorum to ensure the Board's ability to meet deadlines; eliminated the reference to Committee on Audit guidelines that were not necessary given System Policy 10.01 (Internal Auditing); and specified that as a voting member of each of the committees, the Chairman shall be considered for purposes of determining a quorum. He said Mr. Ray Bonilla, General Counsel, was the principle author of the amendments.

Mr. Bonilla presented the proposed revisions to the Bylaws, and after a lengthy discussion, Chairman Schwartz asked for a motion in support of Item 5.2.

Regent Adams moved adoption for Item 5.2. Vice Chairman Mendoza seconded the motion. Regent Buzbee made a motion to table consideration of Item 5.2. Regent Albritton seconded the motion. Chairman Schwartz called for a vote on the motion to table Item 5.2. The record of the vote is as follows: Vice Chairman Mendoza - no, Regent Adams - no, Regent Albritton - yes, Regent Buzbee - yes, Regent Foster - yes, Regent Leach - yes, Regent Mahomes - yes. Chairman Schwartz said the motion to table Item 5.2 carried. He added that it would be resubmitted to the Board at a future date.

### **REPORT FROM THE COMMITTEE ON BUILDINGS AND PHYSICAL PLANT**

Regent Leach, Chairman of the Committee on Buildings and Physical Plant, said the committee met earlier the same day and approved Items 3.1 through 3.3 as presented.

On motion of Regent Leach, seconded by Regent Adams, and by a unanimous vote, the following minute orders were approved (171 through 173):

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#### **MINUTE ORDER 171-2017 (ITEM 3.1)**

#### **APPROVAL OF THE PROJECT SCOPE AND BUDGET, APPROPRIATION FOR CONSTRUCTION SERVICES, AND APPROVAL FOR CONSTRUCTION FOR THE SOUTHWEST METROPLEX BUILDING PROJECT (04-3191), TARLETON STATE UNIVERSITY, FORT WORTH, TEXAS, THE TEXAS A&M UNIVERSITY SYSTEM**

The project scope along with a project budget of \$40,800,000 for the Southwest Metroplex Building Project is approved.

The amount of \$35,640,000 is appropriated from Account No. 01-085630, Revenue Financing System Debt Proceeds (TRB), and the amount of \$1,200,000 is appropriated from Account No. 01-084243, Permanent University Fund Debt Proceeds (AUF), for construction services and related project costs.

The Southwest Metroplex Building Project, Tarleton State University, Fort Worth, Texas, is approved for construction.

The Board of Regents of The Texas A&M University System (Board) reasonably expects to incur debt in one or more obligations for this project, and all or a portion of the proceeds received from the sale of such obligations is reasonably expected to be used to reimburse the account(s) for amounts previously appropriated and/or expended from such account(s).



As required by Section 5(a) of the Master Resolution of the Revenue Financing System, the Board hereby determines that it will have sufficient funds to meet the financial obligations of The Texas A&M University System, including sufficient Pledged Revenues to satisfy the Annual Debt Service Requirements of the Revenue Financing System and to meet all financial obligations of the Board relating to the Revenue Financing System and that the Participants, on whose behalf the debt is issued, possess the financial capacity to satisfy their Direct Obligations.

**MINUTE ORDER 172-2017 (ITEM 3.2)**

**APPROVAL OF THE PROJECT SCOPE AND BUDGET,  
APPROPRIATION FOR CONSTRUCTION SERVICES, AND  
APPROVAL FOR CONSTRUCTION FOR THE COMBINED  
HEAT AND POWER SYSTEM MAINTENANCE PROJECT (1-2017),  
TEXAS A&M UNIVERSITY, COLLEGE STATION, TEXAS,  
TEXAS A&M UNIVERSITY**

The project scope along with a project budget of \$5,307,500 for the Combined Heat and Power System Maintenance Project is approved.

The amount of \$4,776,750 is appropriated from Account No. 02-870160, UEM Renewal & Replacement, for construction services and related project costs.

The Combined Heat and Power System Maintenance Project, Texas A&M University, College Station, Texas, is approved for construction.

**MINUTE ORDER 173-2017 (ITEM 3.3)**

**APPROVAL OF THE PROJECT SCOPE AND BUDGET,  
APPROPRIATION FOR CONSTRUCTION SERVICES, AND APPROVAL  
FOR CONSTRUCTION FOR THE ESCO UTILITY PROJECT (RISK-14-006),  
TEXAS A&M INTERNATIONAL UNIVERSITY, LAREDO, TEXAS,  
TEXAS A&M INTERNATIONAL UNIVERSITY**

The project scope along with a project budget of \$9,777,563 for the ESCO Utility Project is approved.

The amount of \$9,056,000 is appropriated from Account No. 01-083540, Revenue Financing System Debt Proceeds (Energy Savings), and the amount of \$721,563 is appropriated from Account No. 16-212016, USF-Utilities, for construction services and related project costs.

The ESCO Utility Project, Texas A&M International University, Laredo, Texas, is approved for construction.

The Board of Regents of The Texas A&M University System (Board) reasonably expects to incur debt in one or more obligations for this project, and all or a portion of the proceeds received from the sale of such obligations is reasonably expected to be used to reimburse the account(s) for amounts previously appropriated and/or expended from such account(s).

As required by Section 5(a) of the Master Resolution of the Revenue Financing System, the Board hereby determines that it will have sufficient funds to meet the financial obligations of The Texas A&M University System, including sufficient Pledged Revenues to satisfy the Annual Debt Service Requirements of the Revenue Financing System and to meet all financial obligations of the Board relating to the Revenue Financing System and that the Participants, on whose behalf the debt is issued, possess the financial capacity to satisfy their Direct Obligations.

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### **REPORT FROM THE COMMITTEE ON FINANCE**

Regent Mahomes, Chairman of the Committee on Finance, said the committee met the previous day and considered Item 1.1 and recommended this item to the full Board for approval.

On motion of Regent Mahomes, seconded by Regent Adams, with Regent Buzbee voting nay, and by a majority vote, the following minute order was approved (174):

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### **MINUTE ORDER 174-2017 (ITEM 1.1)**

#### **APPROVAL OF NEW, INCREASED, AND DECREASED TUITION AND FEES FOR FALL 2018 AND FALL 2019 SEMESTERS, THE TEXAS A&M UNIVERSITY SYSTEM**

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 one-year variable and guaranteed tuition and fee rates) recommended by Texas A&M University System institutions, as shown on the attached exhibit, is approved to be effective with the fall 2018 and fall 2019 semesters. For the fall 2019 semester (FY 2020), the One-Year Variable/Guaranteed Rate will be adjusted at all institutions based on the 2018 Higher Education Price Index. In addition, consideration (for any additional adjustment) will be given based on future funding levels, economic conditions, and/or specific institutional needs.

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#### **REPORT FROM THE COMMITTEE ON AUDIT**

Vice Chairman Mendoza, Acting Chairman of the Committee on Audit, announced that the committee met earlier in the day and received several reports and updates, including the Monthly Audit Report. She said they heard from the member institutions regarding their outstanding Code 4 audits. Vice Chairman Mendoza added that Mr. Charlie Hrnrcir, Chief Auditor, presented the Audit Tracking Report and the 2017 Internal Audit Annual Report.

#### **REPORT FROM THE COMMITTEE ON ACADEMIC AND STUDENT AFFAIRS**

Vice Chairman Mendoza, Chairman of the Committee on Academic and Student Affairs, said the committee met the previous day and received several presentations and reports. She added that these included a presentation and discussion on the evolution of student success from an outside entity that has expertise in that area. She said Dr. Karen Murray, Provost and Executive Vice President of Academic Affairs at Tarleton, and Dr. Dottavio gave a presentation on what they had done to increase Tarleton's numbers.

Vice Chairman Mendoza advised that Dr. Irma Harper, Associate Vice Chancellor, Academic Affairs, presented an update on the LearningU initiative and educator preparation. She said the committee learned that a \$60 million grant awarded to the A&M System would look at these things. She added that Dr. James Hallmark, Vice Chancellor for Academic Affairs, discussed the Student-Faculty ratio, which they would continue to discuss.

#### **ADDITIONAL ITEMS CONSIDERED BY THE BOARD**

Mr. Michael Young, President of Texas A&M, presented Item 5.1.

On motion of Vice Chairman Mendoza, seconded by Regent Mahomes, and by a unanimous vote, the following minute order was approved (175):

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**MINUTE ORDER 175-2017 (ITEM 5.1)**

**APPROVAL FOR DR. SARAH BONDOS AND DR. DAVID HOWELL,  
SYSTEM EMPLOYEES, TO EACH SERVE AS AN EMPLOYEE,  
OFFICER AND MEMBER OF THE BOARD OF DIRECTORS OF  
BONDWELL TECHNOLOGIES INC., AN ENTITY THAT PROPOSES TO  
LICENSE TECHNOLOGY FROM THE TEXAS A&M UNIVERSITY SYSTEM,  
TEXAS A&M UNIVERSITY**

The Board of Regents of The Texas A&M University System approves for Dr. Sarah Bondos, an employee of Texas A&M University, to serve in her individual capacity, as an employee, officer and member of the board of directors, and for Dr. David Howell, an employee of Texas A&M University, to serve in his individual capacity as an employee, officer, and member of the board of directors of Bondwell Technologies Inc., an entity that proposes to enter into an agreement to license technology from The Texas A&M University System relating to the research, development, licensing, or exploitation of intellectual property conceived, created, discovered, invented or developed by Dr. Bondos and Dr. Howell.

*(Note: Item 5.2 was tabled.)*

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Chairman Schwartz presented Items 5.3 through 5.12, which were considered in executive session.

On motion of Regent Adams, seconded by Regent Mahomes, and by a unanimous vote, the following minute orders were approved (176 through 185):

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**MINUTE ORDER 176-2017 (ITEM 5.3)**

**AUTHORIZATION TO NEGOTIATE A POTENTIAL SETTLEMENT  
OF A CLAIM OR PROCEED WITH LITIGATION, IN  
COORDINATION WITH THE ATTORNEY GENERAL'S OFFICE,  
AGAINST OLYMPUS SCIENTIFIC SOLUTIONS AMERICAS  
FOR DAMAGE TO PLANT RESEARCH MATERIALS,  
THE TEXAS A&M UNIVERSITY SYSTEM**

The Chancellor of The Texas A&M University System, or designee, is authorized to negotiate a potential settlement of a claim against Olympus Scientific Solutions Americas for damage to plant research materials or to proceed with litigation, in coordination with the Attorney General's Office, if an acceptable settlement cannot be reached.

**MINUTE ORDER 177-2017 (ITEM 5.4)****AUTHORIZATION TO SELL A 12.5% UNDIVIDED INTEREST  
IN TWO TRACTS OF LAND TOTALING APPROXIMATELY  
1,545 ACRES IN JEFFERSON COUNTY, TEXAS,  
TEXAS A&M UNIVERSITY**

The Chancellor of The Texas A&M University System, or designee, following approval for legal sufficiency by the Office of General Counsel, is authorized to sell an undivided interest in two tracts of land: 487 acres of land, more or less, in the H.T & B.R.R Company Survey, Abstract No. 146, and 1,058 acres of land, more or less, in the A. Houston League Survey, Abstract No. 33 in Jefferson County, Texas, and to execute and deliver such documents as deemed appropriate to effectuate the sale.

**MINUTE ORDER 178-2017 (ITEM 5.5)****AUTHORIZATION TO NEGOTIATE AND EXECUTE A  
GROUND LEASE AND RELATED AGREEMENTS FOR CONSTRUCTION  
OF LANDSCAPING AND RELATED IMPROVEMENTS ON THE  
TEXAS A&M UNIVERSITY CAMPUS IN BRAZOS COUNTY, TEXAS,  
TEXAS A&M UNIVERSITY**

The Chancellor of The Texas A&M University System, or designee, following approval for legal sufficiency by the Office of General Counsel, is authorized to negotiate and enter into a ground lease agreement with a third party for construction of certain landscaping and improvements on land currently referred to as Spence Park located between Houston Street and Throckmorton Street on the Texas A&M University campus in College Station, Texas, for a term of up to four years, and to take all other action necessary to facilitate the successful development of the area and the related ground lease transaction.

**MINUTE ORDER 179-2017 (ITEM 5.6)****AUTHORIZATION TO NEGOTIATE AND EXECUTE AGREEMENTS  
RELATED TO THE EXCHANGE OF REAL PROPERTY WITH  
PRESIDIOCO HOLDINGS LLC, ITS SUCCESSORS, ASSIGNS AND  
AFFILIATES IN FORT WORTH, TARRANT COUNTY, TEXAS,  
TEXAS A&M UNIVERSITY**

The Chancellor of The Texas A&M University System, or designee, following approval for legal sufficiency by the Office of General Counsel, and conditioned upon the successful closing of the Option to purchase real property from Texas Wesleyan University, is authorized to negotiate, execute and deliver all documents and to take all other action necessary to exchange the two parking lots in Fort Worth, Tarrant County, Texas.

**MINUTE ORDER 180-2017 (ITEM 5.7)****AUTHORIZATION TO LEASE APPROXIMATELY  
15,640 SQUARE FEET OF CLASSROOM AND OFFICE SPACE  
IN THE CITY OF HOUSTON, HARRIS COUNTY, TEXAS,  
TEXAS A&M UNIVERSITY**

The Chancellor of The Texas A&M University System, or designee, is authorized to negotiate, execute and deliver all documents, and to take all other action necessary, to lease approximately 15,640 square feet of space from Houston Methodist Hospital on the 6th Floor at its West Pavilion Tower located in the Texas Medical Center at 6447 Main Street, Houston, Harris County, Texas, on such terms and conditions as may be approved by Texas A&M University and the Chancellor. The form of the lease agreement and any other related documents must be approved for legal sufficiency by the Office of General Counsel.

**MINUTE ORDER 181-2017 (ITEM 5.8)****AUTHORIZATION TO NEGOTIATE AND EXECUTE  
A LONG-TERM LEASE OF A BUILDING ON  
THE RELLIS CAMPUS TO BLINN COLLEGE,  
THE TEXAS A&M UNIVERSITY SYSTEM**

The Chancellor of The Texas A&M University System, or his designee, following legal review by the Office of General Counsel, is authorized to negotiate, execute and deliver a long-term lease agreement with Blinn College for Building 8004 on the RELLIS Campus of The Texas A&M University System, and to take any and all additional action, and execute any and all ancillary documents, deemed necessary to consummate the transaction.

**MINUTE ORDER 182-2017 (ITEM 5.9)****AUTHORIZATION TO NEGOTIATE AND EXECUTE A  
LONG-TERM LEASE IN A FUTURE ACADEMIC BUILDING  
ON THE RELLIS CAMPUS TO BLINN COLLEGE,  
THE TEXAS A&M UNIVERSITY SYSTEM**

The Chancellor of The Texas A&M University System, or his designee, following legal review by the Office of General Counsel, is authorized to negotiate, execute and deliver a long-term lease agreement with Blinn College in a future academic building on the RELLIS Campus of The Texas A&M University System, and to take any and all additional action, and execute any and all ancillary documents, deemed necessary to consummate the transaction.

**MINUTE ORDER 183-2017 (ITEM 5.10)**

**AUTHORIZATION FOR THE PRESIDENT TO NEGOTIATE AND EXECUTE AN AMENDED AND RESTATED EMPLOYMENT CONTRACT WITH MEN’S HEAD BASKETBALL COACH WILLIS T. WILSON, JR., TEXAS A&M UNIVERSITY-CORPUS CHRISTI**

Authority is hereby granted to the president of Texas A&M University-Corpus Christi to negotiate and execute an amended and restated employment contract, upon review for legal form and sufficiency by the Office of General Counsel, with the following person:

Men’s Head Basketball Coach - Willis T. Wilson, Jr.

**MINUTE ORDER 184-2017 (ITEM 5.11)**

**NAMING OF DR. RUTH J. SIMMONS AS SOLE FINALIST FOR THE POSITION OF PRESIDENT OF PRAIRIE VIEW A&M UNIVERSITY, THE TEXAS A&M UNIVERSITY SYSTEM**

Dr. Ruth J. Simmons is hereby named the sole finalist for the position of president of Prairie View A&M University. As required by state law, final action may be taken after the 21-day notice is given.

**MINUTE ORDER 185-2017 (ITEM 5.12)**

**AUTHORIZATION FOR THE TEXAS A&M UNIVERSITY SYSTEM TO TAKE ALL ACTIONS NECESSARY TO DEVELOP AND SUBMIT A PROPOSAL FOR THE MANAGEMENT AND OPERATION OF THE LOS ALAMOS NATIONAL LABORATORY, THE TEXAS A&M UNIVERSITY SYSTEM**

The Vice Chancellor and Dean of Engineering of The Texas A&M University System, or designee, is authorized to take all actions necessary to develop and submit a proposal for the management and operation of the Los Alamos National Laboratory by The Texas A&M University System, including acting as the lead organization for the proposal team. Texas A&M University and the Texas A&M Engineering Experiment Station are authorized to participate in and support this effort, and the Board of Regents further authorizes the engagement of other System members and System-affiliated organizations, as appropriate. Regent Anthony G. Buzbee is designated as the Board of Regents’ liaison with the Vice Chancellor and Dean of Engineering, to provide oversight of The Texas A&M University System’s efforts in identifying public and private sector partners and formulating its proposal strategy.

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**CONSENT AGENDA ITEMS**

Chairman Schwartz presented Items 6.1 through 6.20.

On motion of Regent Buzbee, seconded by Regent Leach, and by a unanimous vote, the following minute orders were approved (186 through 205):

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**MINUTE ORDER 186-2017 (ITEM 6.1)**

**APPROVAL OF MINUTES FROM THE  
AUGUST 23, 2017, REGULAR BOARD MEETING;  
AUGUST 24, 2017, SPECIAL WORKSHOP MEETING; AND  
SEPTEMBER 27, 2017, SPECIAL TELEPHONIC MEETING,  
BOARD OF REGENTS, THE TEXAS A&M UNIVERSITY SYSTEM**

The Minutes of the August 23, 2017, Regular Board Meeting; the August 24, 2017, Special Workshop Meeting; and the September 27, 2017, Special Telephonic Meeting are hereby approved.

**MINUTE ORDER 187-2017 (ITEM 6.2)**

**GRANTING OF THE TITLE OF EMERITUS, OCTOBER 2017,  
THE TEXAS A&M UNIVERSITY SYSTEM**

In recognition of long and distinguished service to The Texas A&M University System, the Board of Regents hereby confirms the recommendation of the Chancellor, and confers the title of “Emeritus” upon the individuals as shown in the attached exhibit, Emeritus Title List No. 18-01, and grants all rights and privileges of this title.

**MINUTE ORDER 188-2017 (ITEM 6.3)**

**DESIGNATION OF THE REGENTS PROFESSOR AWARDS AND THE  
REGENTS FELLOW SERVICE AWARDS FOR EXEMPLARY PERFORMANCE  
AND PROFESSIONAL SERVICE DURING FISCAL YEAR 2016-17,  
THE TEXAS A&M UNIVERSITY SYSTEM**

The Board of Regents of The Texas A&M University System hereby grants the designation of “Regents Professor” for exemplary performance during FY 2016-17 to the following 12 faculty members, effective immediately:

- Dr. David D. Briske, Texas A&M University
- Dr. Pamela J. Brouillard, Texas A&M University-Corpus Christi
- Dr. José J. Cardona-López, Texas A&M International University
- Dr. William H. Griffith III, Texas A&M Health Science Center
- Dr. Daniel L. Jones, Texas A&M Health Science Center



Dr. Panganamala R. Kumar, Texas A&M University,  
Texas A&M Engineering Experiment Station  
Dr. William J. Merrell, Jr., Texas A&M University at Galveston  
Dr. Mildred Golden Pryor, Texas A&M University-Commerce  
Dr. Gregory L. Sanders, Texas A&M University-Kingsville  
Dr. Jean A. Stuntz, West Texas A&M University  
Dr. Nicholas B. Suntzeff, Texas A&M University  
Dr. Pete D. Teel, Texas A&M University, Texas A&M AgriLife Research

The Board of Regents of The Texas A&M University System hereby grants the designation of “Regents Fellow” for exemplary professional service during FY 2016-17 to the following 10 agency service, extension and research professionals, effective immediately:

Dr. Jane K. Dever, Texas A&M AgriLife Research  
Ms. Cynthia Foster, Texas A&M Forest Service  
Ms. Ginger D. Goodin, Texas A&M Transportation Institute  
Dr. William M. Johnson, Texas A&M AgriLife Extension Service  
Ms. Marilyn M. Martell, Texas A&M Engineering Experiment Station  
Ms. Stacy D. Morris, Texas A&M Veterinary Medical Diagnostic Laboratory  
Dr. Dean L. Schneider, Texas A&M Engineering Experiment Station  
Mr. Joe D. Smith, Texas A&M Engineering Extension Service  
Dr. Larry A. Stein, Texas A&M AgriLife Extension Service  
Dr. William R. Stockton, Texas A&M Transportation Institute.

**MINUTE ORDER 189-2017 (ITEM 6.4)**

**CONFIRMATION OF NEW AND AMENDED  
FIELD TRIP AND STUDY ABROAD FEES,  
THE TEXAS A&M UNIVERSITY SYSTEM**

The request for new and amended field trip and study abroad fees for The Texas A&M University System as shown on the attached exhibit, is hereby confirmed.

**MINUTE ORDER 190-2017 (ITEM 6.5)**

**APPROVAL OF INCIDENTAL FEES  
EFFECTIVE WITH THE FALL 2018 SEMESTER,  
THE TEXAS A&M UNIVERSITY SYSTEM**

The Texas Education Code requires the Board of Regents to approve incidental fees charged by each institution. The requested incidental fees recommended by Texas A&M University System institutions, as shown on the attached exhibit, are approved to be effective with the fall 2018 semester.

**MINUTE ORDER 191-2017 (ITEM 6.6)**

**CONFIRMATION OF  
APPOINTMENT AND COMMISSIONING OF PEACE OFFICERS,  
THE TEXAS A&M UNIVERSITY SYSTEM**

In accordance with System Policy 34.06 (Appointment, Commissioning and Authority of Peace Officers), the Board of Regents of The Texas A&M University System confirms the appointment and commissioning of campus peace officers by the presidents of their respective system member universities, in accordance with the requirements of the law, and as shown in the exhibit, attached to the official minutes, subject to their taking the oath required of peace officers.

**MINUTE ORDER 192-2017 (ITEM 6.7)**

**APPROVAL OF REVISION TO  
SYSTEM POLICY 11.02 (CREATION OF CENTERS AND INSTITUTES),  
THE TEXAS A&M UNIVERSITY SYSTEM**

The revision to System Policy 11.02 (Creation of Centers and Institutes), as shown in the attached exhibit, is approved, effective immediately. This policy revision supersedes any prior minute order approving the creation of a center or institute to the extent that it is inconsistent with this revision.

**MINUTE ORDER 193-2017 (ITEM 6.8)**

**APPROVAL OF A NEW BACHELOR OF ARTS  
DEGREE PROGRAM WITH A MAJOR IN LEGAL STUDIES,  
AND AUTHORIZATION TO REQUEST APPROVAL FROM THE  
TEXAS HIGHER EDUCATION COORDINATING BOARD,  
TARLETON STATE UNIVERSITY**

The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Tarleton State University leading to a Bachelor of Arts in Legal Studies.

The Board also authorizes submission of Tarleton State University's new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.

**MINUTE ORDER 194-2017 (ITEM 6.9)**

**APPROVAL OF A NEW MASTER OF SCIENCE  
IN QUANTITATIVE FINANCE DEGREE PROGRAM, AND  
AUTHORIZATION TO REQUEST APPROVAL FROM THE  
TEXAS HIGHER EDUCATION COORDINATING BOARD,  
TEXAS A&M UNIVERSITY**

The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University leading to a Master of Science in Quantitative Finance.

The Board also authorizes submission of Texas A&M University's new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.

**MINUTE ORDER 195-2017 (ITEM 6.10)**

**APPROVAL OF ACADEMIC TENURE, OCTOBER 2017,  
TEXAS A&M UNIVERSITY**

The Board of Regents of The Texas A&M University System, in accordance with System Policy 12.01 (Academic Freedom, Responsibility and Tenure), hereby authorizes the granting of tenure to the following faculty members at Texas A&M University as set forth in the exhibit, Tenure List No. 18-01.

**MINUTE ORDER 196-2017 (ITEM 6.11)**

**ESTABLISHMENT OF THE  
CENTER FOR NONPROFITS AND PHILANTHROPY,  
TEXAS A&M UNIVERSITY**

The Center for Nonprofits and Philanthropy is hereby established as an organizational unit of Texas A&M University within the Bush School of Government and Public Service.

**MINUTE ORDER 197-2017 (ITEM 6.12)**

**NAMING OF ROOMS IN THE WILDLIFE, FISHERIES, AND  
ECOLOGICAL SCIENCES BUILDING AND AREAS IN THE GARDENS:  
CONFERENCE ROOM 336 - “SID M. KYLE ’26 CONFERENCE ROOM,”  
CONFERENCE ROOM 348 - “TOMMY B. AND LUCILLE JACKSON  
SLAUGHTER FOUNDATION NO. 2 CONFERENCE ROOM,”  
PECAN BOTTOM - “MORRIS AND LYDIA NORMAN PECAN BOTTOM,”  
HOMESTEAD GARDEN - “THE SHARON AND  
KELLY BURT FAMILY HOMESTEAD GARDEN,”  
GARDEN WALK - “G. R. WHITE TRUST GARDEN WALK,”  
TEXAS A&M UNIVERSITY**

The following rooms in the Wildlife, Fisheries, and Ecological Sciences Building at Texas A&M University are hereby named:

- Conference Room 336 - “Sid M. Kyle '26 Conference Room”
- Conference Room 348 - “Tommy B. and Lucille Jackson Slaughter Foundation No. 2 Conference Room”

The following areas in The Gardens at Texas A&M University are hereby named:

- Pecan Bottom - “Morris and Lydia Norman Pecan Bottom”
- Homestead Garden - “The Sharon and Kelly Burt Family Homestead Garden”
- Garden Walk - “G. R. White Trust Garden Walk.”

**MINUTE ORDER 198-2017 (ITEM 6.13)**

**NAMING OF ACADEMIC ROOMS AND SPACES IN FRANCIS HALL:  
 WEST AUDITORIUM ENTRANCE - “ROGER CHARTOUNI '84 ENTRANCE,”  
 EAST AUDITORIUM ENTRANCE - “DALTON FAMILY ENTRANCE,”  
 ACADEMIC CLASSROOM (ROOM 112) -  
 “TOM AND HOLLY FORNEY '79 CLASSROOM,”  
 STUDENT PROJECT AREA (ROOM 205) -  
 “COKINOS, BOSIEN & YOUNG STUDENT PROJECT ROOM,”  
 STUDENT PROJECT AREA (ROOM 207) -  
 “ALVARADO FAMILY STUDENT PROJECT ROOM,”  
 STUDENT COMPETITION SUITE (ROOM 215) -  
 “MYCON GENERAL CONTRACTORS STUDENT COMPETITION SUITE,”  
 FACULTY OFFICE (ROOM 312) -  
 “CONSTRUCTION LAW SECTION, STATE BAR OF TEXAS OFFICE,”  
 CONSTRUCTION EDUCATION STAFF OFFICE (ROOM 329) -  
 “TELLEPSEN CONTINUING EDUCATION SUITE,”  
 TEXAS A&M UNIVERSITY**

The Board of Regents of The Texas A&M University System hereby names the following Francis Hall academic rooms and spaces on the campus of Texas A&M University:

- West Auditorium Entrance - “Roger Chartouni '84 Entrance”
- East Auditorium Entrance - “Dalton Family Entrance”
- Academic Classroom (Room 112) - “Tom and Holly Forney '79 Classroom”
- Student Project Area (Room 205) - “Cokinos, Bosien & Young Student Project Room”
- Student Project Area (Room 207) - “Alvarado Family Student Project Room”
- Student Competition Suite (Room 215) - “MYCON General Contractors Student Competition Suite”
- Faculty Office (Room 312) - “Construction Law Section, State Bar of Texas Office”
- Construction Education Staff Office (Room 329) - “Tellepsen Continuing Education Suite.”

**MINUTE ORDER 199-2017 (ITEM 6.14)**

**NAMINGS OF ACADEMIC ROOMS AND SPACES IN  
ZACHRY ENGINEERING EDUCATION COMPLEX:  
LEARNING STUDIO (LEVEL 2, SPACE 12) -  
“DOROTHY AND ARTIE MCFERRIN ’65 LEARNING STUDIO,”  
GROUP STUDY (LEVEL 3, SPACE 28) - “SALLY A. AND MAX H. TANNER ’50  
GROUP STUDY,” LEARNING STUDIO (LEVEL 2, SPACE 11) -  
“LINDA AND JOE FOWLER ’68 LEARNING STUDIO,”  
GROUP STUDY (LEVEL 1, SPACE 13) - “WILLIAM P. SIMS ’89  
GROUP STUDY,” GROUP STUDY (LEVEL 1, SPACE 14) -  
“BARBARA AND RALPH COX ’53 GROUP STUDY,”  
LEARNING STUDIO (LEVEL 2, SPACE 19) - “RAY B. NESBITT ’55  
LEARNING STUDIO,” DESIGN STUDIO (LEVEL 2, SPACE 38) -  
“BOBBIE JEAN AND CORKY FRANK ’58 DESIGN STUDIO,”  
ATRIUM (LEVEL 2, SPACE 5) - “THE CONOCOPHILLIPS ATRIUM,”  
CONTROLS LAB (LEVEL 2) - “THE DOW CHEMICAL CONTROLS LAB,”  
MATERIALS LAB (LEVEL 2) - “THE BAKER HUGHES FOUNDATION  
MATERIALS LAB,” FLUID MECHANICS LAB (LEVEL 1) -  
“PHILLIPS 66 FLUID MECHANICS LAB,”  
CYBER-PHYSICAL LABORATORY (LEVEL 2) -  
“SCHNEIDER CYBER-PHYSICAL LABORATORY,”  
ENGINEERING RECRUITMENT CENTER (LEVEL 1, SPACE 5) -  
“ANADARKO ENGINEERING RECRUITMENT CENTER,”  
ENGINEERING RECRUITMENT SUITE (LEVEL 1, SPACE 6) -  
“ANADARKO ENGINEERING RECRUITMENT SUITE,”  
GROUP STUDY (LEVEL 2, SPACE 27) - “THE WILLIAMS COMPANIES  
GROUP STUDY,” COLLABORATION SPACE (LEVEL 3, SPACE 24) -  
“ELIZABETH A. ’79 AND GARY B. YOUNG ’77 AND TYMCO, INC.  
COLLABORATION SPACE,” HIGH BAY LABORATORY (LEVEL 1, SPACE 4) -  
“VALERO HIGH BAY LABORATORY,” DESIGN STUDIO (LEVEL 2, SPACE 41)  
- “OUTSTANDING SENIOR ENGINEER DESIGN STUDIO,”  
COLLABORATION SPACE (LEVEL 2, SPACE 26) - “BETTYE AND  
DARRYL HEATH ’84 COLLABORATION SPACE,”  
TEXAS A&M UNIVERSITY**

The Board of Regents of The Texas A&M University System hereby names the following Zachry Engineering Education Complex academic rooms and spaces on the campus of Texas A&M University:

- Learning Studio (Level 2, Space 12) - “Dorothy and Artie McFerrin '65 Learning Studio”
- Group Study (Level 3, Space 28) - “Sally A. and Max H. Tanner '50 Group Study”
- Learning Studio (Level 2, Space 11) - “Linda and Joe Fowler '68 Learning Studio”
- Group Study (Level 1, Space 13) - “William P. Sims '89 Group Study”

- Group Study (Level 1, Space 14) - “Barbara and Ralph Cox '53 Group Study”
- Learning Studio (Level 2, Space 19) - “Ray B. Nesbitt '55 Learning Studio”
- Design Studio (Level 2, Space 38) - “Bobbie Jean and Corky Frank '58 Design Studio”
- Atrium (Level 2, Space 5) - “The ConocoPhillips Atrium”
- Controls Lab (Level 2) - “The Dow Chemical Controls Lab”
- Materials Lab (Level 2) - “The Baker Hughes Foundation Materials Lab”
- Fluid Mechanics Lab (Level 1) - “Phillips 66 Fluid Mechanics Lab”
- Cyber-Physical Laboratory (Level 2) - “Schneider Cyber-Physical Laboratory”
- Engineering Recruitment Center (Level 1, Space 5) - “Anadarko Engineering Recruitment Center”
- Engineering Recruitment Suite (Level 1, Space 6) - “Anadarko Engineering Recruitment Suite”
- Group Study (Level 2, Space 27) – “The Williams Companies Group Study”
- Collaboration Space (Level 3, Space 24) - “Elizabeth A. '79 and Gary B. Young '77 and Tymco, Inc. Collaboration Space”
- High Bay Laboratory (Level 1, Space 4) - “Valero High Bay Laboratory”
- Design Studio (Level 2, Space 41) - “Outstanding Senior Engineer Design Studio”
- Collaboration Space (Level 2, Space 26) - “Bettye and Darryl Heath '84 Collaboration Space.”

**MINUTE ORDER 200-2017 (ITEM 6.15)**

**APPROVAL OF A NEW MASTER OF EDUCATION DEGREE PROGRAM  
WITH A MAJOR IN HIGHER EDUCATION LEADERSHIP, AND  
AUTHORIZATION TO REQUEST APPROVAL FROM THE  
TEXAS HIGHER EDUCATION COORDINATING BOARD,  
TEXAS A&M UNIVERSITY-CENTRAL TEXAS**

The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University-Central Texas leading to a Master of Education in Higher Education Leadership.

The Board also authorizes submission of Texas A&M University-Central Texas' new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.

**MINUTE ORDER 201-2017 (ITEM 6.16)**

**APPROVAL OF ACADEMIC TENURE, OCTOBER 2017,  
TEXAS A&M UNIVERSITY-COMMERCE**

The Board of Regents of The Texas A&M University System, in accordance with System Policy 12.01 (Academic Freedom, Responsibility and Tenure), hereby authorizes the granting of tenure to the following faculty members at Texas A&M University-Commerce as set forth in the exhibit, Tenure List No. 18-01.

**MINUTE ORDER 202-2017 (ITEM 6.17)**

**NAMING OF FOOTBALL FIELD AT  
MEMORIAL STADIUM THE “ERNEST HAWKINS FIELD,”  
TEXAS A&M UNIVERSITY-COMMERCE**

The Football Field at Memorial Stadium at Texas A&M University-Commerce is hereby named “Ernest Hawkins Field.”

**MINUTE ORDER 203-2017 (ITEM 6.18)**

**APPROVAL OF A NEW MASTER OF SCIENCE DEGREE PROGRAM  
WITH A MAJOR IN PROFESSIONAL COUNSELING, AND  
AUTHORIZATION TO REQUEST APPROVAL FROM THE  
TEXAS HIGHER EDUCATION COORDINATING BOARD,  
TEXAS A&M UNIVERSITY-CORPUS CHRISTI**

The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University-Corpus Christi leading to a Master of Science in Professional Counseling.

The Board also authorizes submission of Texas A&M University-Corpus Christi’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.

**MINUTE ORDER 204-2017 (ITEM 6.19)**

**APPROVAL OF A NEW MASTER OF SCIENCE  
DEGREE PROGRAM WITH A MAJOR IN PETROPHYSICS,  
AND AUTHORIZATION TO REQUEST APPROVAL FROM THE  
TEXAS HIGHER EDUCATION COORDINATING BOARD,  
TEXAS A&M UNIVERSITY-KINGSVILLE**

The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University-Kingsville leading to a Master of Science in Petrophysics.



The Board also authorizes submission of Texas A&M University-Kingsville's new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.

**MINUTE ORDER 205-2017 (ITEM 6.20)**

**ADOPTION OF A RESOLUTION HONORING THE  
WEST TEXAS A&M UNIVERSITY WOMEN'S TRACK & FIELD TEAM,  
WEST TEXAS A&M UNIVERSITY**

The Board of Regents of The Texas A&M University System adopted the resolution set forth in the attached exhibit.

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**ANNOUNCEMENTS**

Chairman Schwartz said on behalf of the Board, they appreciated Dr. Dottavio and his team for the splendid hospitality during their visit. He said it had been a pleasure to spend time at Tarleton.

Chairman Schwartz invited everyone to attend the dedication of Rudder Way and the unveiling of a life-size bronze sculpture of Major General Earl Rudder at 4:00 p.m. the same day. He said this was a wonderful opportunity to see the redevelopment on the Tarleton campus.

Chairman Schwartz announced that the next regular Board meeting was scheduled for February 7-9, 2018, in College Station.

**ADJOURN**

There being no further business, Chairman Schwartz asked for a motion to adjourn. Upon motion of Vice Chairman Mendoza, the meeting was adjourned at 2:56 p.m.

Vickie Burt Spillers  
Executive Director, Board of Regents

*(Minutes transcribed by Gwen Kirby, Office of the Board of Regents.)*

**MINUTES**

**SPECIAL WORKSHOP MEETING OF THE  
BOARD OF REGENTS**

**THE TEXAS A&M UNIVERSITY SYSTEM**

**HELD IN**

**STEPHENVILLE, TEXAS**

**October 20, 2017**

*(Approved February 8, 2018)*

**MINUTES OF THE  
SPECIAL WORKSHOP MEETING  
OF THE BOARD OF REGENTS**

**October 20, 2017**

Chairman Charles W. Schwartz convened a special workshop meeting of the Board of Regents of The Texas A&M University System at 8:35 a.m., Friday, October 20, 2017, in Dining Hall 218, 1351 Vanderbilt Street, on the campus of Tarleton State University, Stephenville, Texas. The following members of the Board were present:

Mr. Charles W. Schwartz, Chairman  
Ms. Elaine Mendoza, Vice Chairman  
Mr. Phil Adams  
Mr. Tim Leach  
Mr. Bill Mahomes  
Mr. Stephen Shuchart (Student Regent)

The following members of the Board were not present:

Mr. Robert L. Albritton  
Mr. Anthony G. Buzbee  
Mr. Morris E. Foster  
Mr. Clifton L. Thomas, Jr.

Chairman Schwartz announced that a quorum was present and added that no Board action would be taken. Chairman Schwartz said that they would receive several briefings from System and university officials.

Chairman Schwartz called on Mr. Billy Hamilton, Executive Vice Chancellor and Chief Financial Officer. Mr. Hamilton reported on the Governor's Commission to Rebuild Texas. He discussed Hurricane Harvey's effects on Texas and Louisiana including Texas A&M System institutions, and the response and aid provided by the A&M System. He also discussed the three phases to rebuild Texas and the challenges faced in Phase 1 and their current efforts. A copy of Mr. Hamilton's presentation is on file in the Office of the Board of Regents.

Chairman Schwartz called on Dr. James K. Nelson, Assistant Vice Chancellor and Director of Special Academic Initiatives, to discuss revenue options for The Texas A&M University System RELLIS Campus academic programs. Dr. Nelson discussed the guiding principles for the initiative which are to provide students the opportunity to obtain a 21<sup>st</sup> century polytechnic education; not duplicate program and course offerings among partner institutions; and to offer programs that are economically viable for the Academic Alliance and the institution. They also discussed the financial measures of success, student fields of interest, employment opportunities for students following graduation, enrollment projections, and tuition and fees. A copy of the presentation is on file in the Office of the Board of Regents.

Chairman Schwartz recessed the meeting at 9:52 a.m. and reconvened the meeting at 10:15 a.m.

Next, Chairman Schwartz called on Mr. Mark Stone, Chief Information Officer for the System, who presented an update on System Information Technology (IT). He discussed what they have accomplished and what actions they have taken since the 2013 IT assessment. He also discussed upcoming initiatives. A copy of Mr. Stone’s presentation is on file in the Office of the Board of Regents.

Lastly, Chairman Schwartz called on Ms. Maria Robinson, Chief Investment Officer and Treasurer. Ms. Robinson presented an overview of the System’s cost of capital. She discussed the factors affecting cost of capital, cost of capital comparison, full time equivalent (FTE) enrollment, net tuition per student, total outstanding debt, and the System’s total cash and investments. Ms. Robinson also discussed the System’s total debt to revenue ratio, spendable cash and investments to operating expenses and credit challenges and strengths. A copy of Ms. Robinson’s report is attached to the official minutes.

There being no further business, Chairman Schwartz adjourned the meeting at 11:30 a.m., the same day.

Vickie Burt Spillers  
Executive Director, Board of Regents

**MINUTES**

**SPECIAL TELEPHONIC MEETING OF THE**

**BOARD OF REGENTS**

**THE TEXAS A&M UNIVERSITY SYSTEM**

**HELD IN**

**COLLEGE STATION, TEXAS**

**November 7, 2017**

*(Approved February 8, 2018)*

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**MINUTES OF THE  
SPECIAL TELEPHONIC MEETING  
OF THE BOARD OF REGENTS**

**November 7, 2017**

**CONVENE**

Chairman Charles W. Schwartz convened a special telephonic meeting of the Board of Regents of The Texas A&M University System at 10:03 a.m., Tuesday, November 7, 2017, in the Board of Regents Meeting Room, on the campus of Texas A&M University, College Station, Texas.

Chairman Schwartz said the purpose for this meeting was for consideration and action on two items as shown in the agenda materials and posted with the Secretary of State.

The following members of the Board were present by telephone:

Mr. Charles W. Schwartz, Chairman  
Ms. Elaine Mendoza, Vice Chairman  
Mr. Phil Adams  
Mr. Anthony G. Buzbee  
Mr. Morris E. Foster  
Mr. Tim Leach  
Mr. Bill Mahomes  
Mr. Clifton L. Thomas, Jr.

The following member of the Board was present in the meeting room:

Mr. Stephen Shuchart (Student Regent)

The following member of the Board was not present:

Mr. Robert L. Albritton

**RECESS TO EXECUTIVE SESSION**

Chairman Schwartz announced that a quorum of the Board was present and said that the Board would recess to executive session to consider matters as permitted by Chapter 551, Sections 71, 72 and 73 of the Texas Government Code, including Items 1 and 2. He said that in accordance with the law, no final action, decision, or vote with regard to any matter considered in the executive session would be made or taken.

*(Note: The Board met in executive session from 10:03 a.m. until 10:28 a.m.)*

**RECONVENE IN OPEN SESSION**

Chairman Schwartz reconvened the meeting in open session at 10:29 a.m. and announced that the Board had met in executive session from 10:03 a.m. until 10:28 a.m., and conferred with Chancellor Sharp, administration and our attorneys on legal, real property and gift matters, including Items 1 and 2.

Chairman Schwartz presented Item 1 and then called for a motion. Regent Buzbee moved for adoption of the minute order contained in Item 1. Regent Adams seconded the motion. Chairman Schwartz asked if there was any discussion. There being none, Chairman Schwartz called each regent’s name to properly record their vote. The record of the vote is as follows: Adams – yes, Buzbee – yes, Foster – yes, Leach – yes, Mahomes – yes, Mendoza – yes, Thomas – yes, and Chairman Schwartz voted “yes.”

The following minute order was approved (206).

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**MINUTE ORDER 206-2017**

**AUTHORIZATION FOR THE CHANCELLOR,  
TO NEGOTIATE AND EXECUTE DEFINITIVE AGREEMENTS  
AND OTHER DOCUMENTS RELATING TO THE DEVELOPMENT  
OF A COLLABORATIVE RESEARCH TRANSLATION CAMPUS  
THAT WILL INCLUDE TEXAS A&M UNIVERSITY  
AND ITS HEALTH SCIENCE CENTER  
IN HOUSTON, HARRIS COUNTY, TEXAS,  
THE TEXAS A&M UNIVERSITY SYSTEM**

The Chancellor of The Texas A&M University System is authorized to negotiate, execute and deliver definitive agreements and other related documents, including a construction agreement, governance agreement, capital lease and ground lease agreement, with the Texas Medical Center and other participating institutions to develop and construct a new collaborative research translation campus in the Texas Medical Center, and is further authorized to take all actions necessary to carry out the intents and purposes of these definitive agreements, subject to review for legal form and sufficiency by the Office of General Counsel.

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Chairman Schwartz presented Item 2 and called for a motion. Vice Chairman Mendoza moved for adoption of the minute order contained in Item 2. Regent Adams seconded the motion. Chairman Schwartz asked if there was any discussion. There being none, Chairman Schwartz called each regent’s name to properly record their vote. The record of the vote is as follows: Adams – yes, Buzbee – yes, Foster – yes, Leach – yes, Mahomes – yes, Mendoza – yes, Thomas – yes, and Chairman Schwartz voted “yes.”

The following minute order was approved (207).

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**MINUTE ORDER 207-2017**

**AUTHORIZATION FOR THE PRESIDENT  
TO NEGOTIATE AND EXECUTE A  
GIFT AGREEMENT AND RELATED NAMINGS OF THE  
COLLEGE OF BUSINESS –  
“PAUL AND VIRGINIA ENGLER COLLEGE OF BUSINESS”  
AND THE COLLEGE OF AGRICULTURE & NATURAL SCIENCES –  
“PAUL ENGLER COLLEGE OF AGRICULTURE & NATURAL SCIENCES,”  
WEST TEXAS A&M UNIVERSITY**

The President of West Texas A&M University is authorized to negotiate and execute a gift agreement with the Paul F. and Virginia J. Engler Foundation consistent with the terms presented to the Board of Regents, following review for legal sufficiency by the Office of General Counsel. Upon execution of such an agreement, the Board of Regents of The Texas A&M University System further authorizes the namings of the following entities on the campus at West Texas A&M University:

College of Business – “Paul and Virginia Engler College of Business”

College of Agriculture & Natural Sciences – “Paul Engler College of Agriculture & Natural Sciences.”

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**ADJOURN**

There being no further discussion, on motion of Regent Adams, seconded by Vice Chairman Mendoza, Chairman Schwartz adjourned the meeting at 10:32 a.m.

Vickie Burt Spillers  
Executive Director, Board of Regents

**MINUTES**

**SPECIAL MEETING OF THE  
BOARD OF REGENTS**

**THE TEXAS A&M UNIVERSITY SYSTEM**

**HELD IN**

**COLLEGE STATION, TEXAS**

**November 30, 2017**

*(Approved February 8, 2018)*

**MINUTES OF THE  
SPECIAL MEETING  
OF THE BOARD OF REGENTS**

**November 30, 2017**

Chairman Charles W. Schwartz convened a special meeting of the Board of Regents of The Texas A&M University System at 2:31 p.m., Thursday, November 30, 2017, in the Board of Regents Meeting Room, on the campus of Texas A&M University, College Station, Texas.

Chairman Schwartz announced that the purpose for the meeting was for discussion of legal and personnel issues relating to the football program, including issues relating to appointment of a new head coach at Texas A&M University.

The following members of the Board were present:

Mr. Charles W. Schwartz, Chairman  
Ms. Elaine Mendoza, Vice Chairman  
Mr. Phil Adams  
Mr. Robert L. Albritton  
Mr. Tim Leach  
Mr. Bill Mahomes  
Mr. Clifton L. Thomas, Jr.  
Mr. Stephen Shuchart (Student Regent)

The following members of the Board were not present:

Mr. Anthony G. Buzbee  
Mr. Morris E. Foster

**RECESS TO EXECUTIVE SESSION**

Chairman Schwartz announced that a quorum was present and said the Board would recess to executive session to consider matters as permitted by Chapter 551, Sections 71 and 74 of the Texas Government Code. He said in accordance with the law, no final action, decision, or vote with regard to any matter considered in the executive session would be made or taken.

*(Secretary's Note: The Board met in executive session from 2:34 p.m. until 5:16 p.m.)*

**RECONVENE IN OPEN SESSION**

Chairman Schwartz reconvened the meeting in open session at 5:18 p.m. and announced that the Board had met in executive session from 2:34 p.m. until 5:16 p.m., and conferred with the Chancellor, University administration and attorneys on legal and personnel matters relating to the football program, including issues relating to appointment of a new head coach at Texas A&M University.

**ADJOURN**

There being no further business, the meeting was adjourned at 5:18 p.m., the same day.

Vickie Burt Spillers  
Executive Director, Board of Regents

DRAFT

**MINUTES**

**SPECIAL TELEPHONIC MEETING OF THE  
BOARD OF REGENTS**

**THE TEXAS A&M UNIVERSITY SYSTEM**

**HELD IN**

**COLLEGE STATION, TEXAS**

**December 4, 2017**

*(Approved February 8, 2018)*

**MINUTES OF THE  
SPECIAL TELEPHONIC MEETING  
OF THE BOARD OF REGENTS**

**December 4, 2017**

Chairman Charles W. Schwartz convened a special telephonic meeting of the Board of Regents of The Texas A&M University System at 9:00 a.m., Monday, December 4, 2017, in the Board of Regents Meeting Room, on the campus of Texas A&M University, College Station, Texas.

Chairman Schwartz said the purpose for this meeting was for consideration and action on two items as shown in the agenda materials and posted with the Secretary of State.

The following members of the Board were present in the meeting room:

Mr. Charles W. Schwartz, Chairman  
Mr. Bill Mahomes  
Mr. Stephen Shuchart (Student Regent)

The following members of the Board were present by phone:

Ms. Elaine Mendoza, Vice Chairman  
Mr. Phil Adams  
Mr. Robert L. Albritton  
Mr. Anthony Buzbee  
Mr. Tim Leach  
Mr. Clifton L. Thomas, Jr.

The following member of the Board was not present:

Mr. Morris E. Foster

**RECESS TO EXECUTIVE SESSION**

Chairman Schwartz announced that a quorum was present and said the Board would recess to executive session to consider matters as permitted by Chapter 551, Sections 71 and 74 of the Texas Government Code, including Items 1 and 2. He said in accordance with the law, no final action, decision, or vote with regard to any matter considered in the executive session would be made or taken.

*(Note: The Board met in executive session from 9:03 a.m. until 9:13 a.m.)*

**RECONVENE IN OPEN SESSION**

Chairman Schwartz reconvened the meeting in open session at 9:14 a.m. and announced that the Board had met in executive session from 9:03 a.m. until 9:13 a.m., and considered Items 1 and 2, conferred with the Chancellor, several university and system administrators and attorneys on personnel and legal matters.

Chairman Schwartz presented Item 1 and then called for a motion. Regent Mahomes moved for adoption of the minute order contained in Item 1. Regent Buzbee seconded the motion. Chairman Schwartz called each regent’s name to properly record their vote. The record of the vote is as follows: Adams – yes, Albritton – yes, Buzbee – yes, Leach – yes, Mahomes – yes, Mendoza – yes, Thomas – yes, and Chairman Schwartz voted “yes.”

Chairman Schwartz said that this was an extraordinary hire of a person who has had substantial national experience in the educational circle.

Chancellor Sharp said that Dr. Ruth Simmons has brought great prestige to Prairie View A&M University around the country and they are proud to have her.

The following minute order was approved (206).

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**MINUTE ORDER 206-2017 (ITEM 1)**

**APPOINTMENT OF  
DR. RUTH J. SIMMONS AS PRESIDENT  
OF PRAIRIE VIEW A&M UNIVERSITY,  
THE TEXAS A&M UNIVERSITY SYSTEM**

Effective immediately, Dr. Ruth J. Simmons is hereby appointed President of Prairie View A&M University at an initial salary of \$600,000.

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Chairman Schwartz presented Item 2 and then called for a motion. Regent Thomas moved for adoption of the minute order contained in Item 2. Vice Chairman Mendoza seconded the motion. Chairman Schwartz called each regent’s name to properly record their vote. The record of the vote is as follows: Adams – yes, Albritton – yes, Buzbee – yes, Leach – yes, Mahomes – yes, Mendoza – yes, Thomas – yes, and Chairman Schwartz voted “yes.”

The following minute order was approved (207).

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**MINUTE ORDER 207-2017 (ITEM 2)**

**AUTHORIZATION FOR THE PRESIDENT TO NEGOTIATE  
AND EXECUTE EMPLOYMENT CONTRACT WITH  
JOHN J. FISHER, JR., HEAD FOOTBALL COACH,  
TEXAS A&M UNIVERSITY**

Authority is hereby granted to the President of Texas A&M University to negotiate and execute an employment contract, upon review for legal form and sufficiency by the Office of General Counsel with the following person:

Head Football Coach – John J. Fisher, Jr.

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**ADJOURN**

There being no further business, on motion of Regent Adams, seconded by Regent Buzbee and by a unanimous vote, the meeting was adjourned at 9:18 a.m.

Vickie Burt Spillers  
Executive Director, Board of Regents



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 2019 Operating Budget Guidelines

**Proposed Board Action:**

Approve FY 2019 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  
December 1, 2017

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

Subject: Approval of FY 2019 Operating Budget Guidelines

I recommend adoption of the following minute order:

**“The Texas A&M University System guidelines for the FY 2019 operating budget, as shown in the attached 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 2019 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 2019 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 2019 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 2019 Budget Calendar**

### **2018**

|   |  |
|---|--|
| February                                  | FY 2018 budget update provided to the Board  |
| March                                     | Preliminary budgets submitted to the System Office of Budgets and Accounting for review  |
| April                                     | Programmatic Budget Reviews  |
| April 18 <sup>th</sup> - 20 <sup>th</sup> | FY 2019 Budget presented to the Board for approval<br><br>Request approval of full-time equivalent (FTE) employment levels and service department agenda items |

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**  
Office of the Vice Chancellor for Academic Affairs  
November 21, 2017

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

Subject: Granting of the Title of Emeritus, February 2018, The Texas A&M University System

In accordance with System Policy [31.08, Emeritus](#), the designation of “Emeritus,” to be added to the rank or position upon retirement of a person, may be granted by the board upon the recommendation of the Chancellor.

The Chief Executive Officers of The Texas A&M University System recognize individuals from their respective institutions and agencies, as shown on the attached Emeritus list, who have made outstanding contributions through their dedicated and loyal service.

I recommend adoption of the following minute order:

**“In recognition of long and distinguished service to The Texas A&M University System, the Board of Regents hereby confirms the recommendation of the Chancellor, and confers the title of “Emeritus” upon the individuals as shown in the attached exhibit, Emeritus Title List No. 18-02, and grants all rights and privileges of this title.”**

Respectfully submitted,

James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**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

Agenda Item No.  
November 21, 2017

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Michael K. Young, President  
Texas A&M University

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Marc A. Nigliazzo, Ph.D., President  
Texas A&M University-Central Texas

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Mark A. Hussey  
Vice Chancellor and Dean  
Agriculture and Life Sciences

**THE TEXAS A&M UNIVERSITY SYSTEM  
CONFIRMATION OF EMERITUS TITLES  
EMERITUS TITLE LIST NO. 18-02**

| <b>System Member<br/>Honoree</b> | <b>Years<br/>of<br/>Service</b> | <b>Current Rank</b>               | <b>Title Conferred</b>  | <b>Effective Date</b>                                   |
|----------------------------------|---------------------------------|-----------------------------------|---|---|
| <b>TEXAS A&amp;M UNIVERSITY</b>  |                                 |                                   |   |   |
| Dr. Kalyan Annamalai             | 36                              | Professor                         | Professor Emeritus of Mechanical Engineering                  | Upon Approval by the Board and the Honoree's Retirement |
| Dr. Phillip M. Campbell          | 12                              | Clinical Associate Professor      | Clinical Associate Professor Emeritus of Orthodontics         | Upon Approval by the Board and the Honoree's Retirement |
| Dr. James H. Gramann             | 34                              | Professor                         | Professor Emeritus of Recreation, Park, And Tourism Sciences  | Upon Approval by the Board and the Honoree's Retirement |
| Ms. Donna Hajash                 | 33                              | Instructional Associate Professor | Instructional Associate Professor Emeritus of Visualization   | Upon Approval by the Board and the Honoree's Retirement |
| Dr. Frank M. Hons                | 35                              | Professor                         | Professor Emeritus of Soil and Crop Sciences                  | Upon Approval by the Board and the Honoree's Retirement |
| Dr. Thomas R. Lalk               | 40                              | Associate Professor               | Associate Professor Emeritus of Mechanical Engineering        | Upon Approval by the Board and the Honoree's Retirement |
| Dr. Jack L. Long                 | 41                              | Assistant Professor               | Assistant Professor Emeritus of Restorative Sciences          | Upon Approval by the Board and the Honoree's Retirement |
| Dr. David N. McMurray            | 41                              | Professor                         | Professor Emeritus of Microbial Pathogenesis and Immunology   | Upon Approval by the Board and the Honoree's Retirement |
| Dr. Loulou M. T. Moore           | 19                              | Clinical Associate Professor      | Clinical Associate Professor Emeritus of Restorative Sciences | Upon Approval by the Board and the Honoree's Retirement |

| <b>System Member<br/>Honoree</b> | <b>Years<br/>of<br/>Service</b> | <b>Current Rank</b>        | <b>Title Conferred</b>                              | <b>Effective Date</b>   |
|----------------------------------|---------------------------------|----------------------------|---|---|
| Dr. Douglas J. Palmer            | 40                              | Professor                  | Professor Emeritus of<br>Educational<br>Psychology  | Upon Approval by the<br>Board and the<br>Honoree's Retirement |
| Dr. Thomas R. Saving             | 49                              | Distinguished<br>Professor | Distinguished<br>Professor Emeritus of<br>Economics | Upon Approval by the<br>Board and the<br>Honoree's Retirement |
| Dr. John W. Siebert              | 21                              | Professor                  | Professor Emeritus of<br>Agricultural<br>Economics  | Upon Approval by the<br>Board and the<br>Honoree's Retirement |
| Dr. Phillip J. Tabb              | 16                              | Professor                  | Professor Emeritus of<br>Architecture               | Upon Approval by the<br>Board and the<br>Honoree's Retirement |
| Mr. Ward V. Wells                | 40                              | Professor                  | Professor Emeritus of<br>Architecture               | Upon Approval by the<br>Board and the<br>Honoree's Retirement |

**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**

|                    |    |          |   |   |
|--------------------|----|----------|---|---|
| Mr. Steven R. Blum | 18 | Director | Director of<br>Information<br>Technology Services<br>Emeritus | Upon Approval by the<br>Board and the<br>Honoree's Retirement |
|--------------------|----|----------|---|---|

**TEXAS A&M AGRILIFE EXTENSION SERVICE**

|                   |      |                              |                                    |   |
|-------------------|------|------------------------------|------------------------------------|---|
| Mr. Mark Brown    | 31   | County<br>Extension<br>Agent | County Extension<br>Agent Emeritus | Upon Approval by the<br>Board and the<br>Honoree's Retirement |
| Mr. Mark Currie   | 37   | County<br>Extension<br>Agent | County Extension<br>Agent Emeritus | Upon Approval by the<br>Board and the<br>Honoree's Retirement |
| Dr. Terrie Looney | 13.5 | County<br>Extension<br>Agent | County Extension<br>Agent Emeritus | Upon Approval by the<br>Board and the<br>Honoree's Retirement |



Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Phillip Ray, Vice Chancellor for Business Affairs  
The Texas A&M University System

**Subject:** Confirmation of Appointment and Commissioning of Peace Officers

**Proposed Board Action:**

In accordance with System Policy [34.06, Appointment, Commissioning and Authority of Peace Officers](#), the Board of Regents shall confirm the appointment and commissioning of peace officers by the presidents of their respective members of The Texas A&M University System, as shown in the exhibit.

**Background Information:**

Presidents of member universities are authorized by system policy to appoint and commission campus police as peace officers, subject to confirmation by the Board of Regents.

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

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of Business Affairs

December 18, 2017

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

Subject: Confirmation of Appointment and Commissioning of Peace Officers

I recommend adoption of the following minute order:

**“In accordance with System Policy 34.06, *Appointment, Commissioning and Authority of Peace Officers*, the Board of Regents of The Texas A&M University System confirms the appointment and commissioning of campus peace officers by the presidents of their respective system member universities, in accordance with the requirements of the law, and as shown in the exhibit, attached to the official minutes, subject to their taking the oath required of peace officers.”**

Respectfully submitted,

Phillip Ray  
Vice Chancellor for Business Affairs

**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

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Ruth J. Simmons, President  
Prairie View A&M University

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Michael K. Young, President  
Texas A&M University

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Marc A. Nigliazzo, Ph.D., President  
Texas A&M University-Central Texas

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Steven H. Tallant, President  
Texas A&M University-Kingsville

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Emily F. Cutrer, President  
Texas A&M University-Texarkana

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Walter V. Wendler, President  
West Texas A&M University

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Col. Michael E. Fossum  
Vice President and Chief Operating Officer  
Texas A&M University at Galveston

The Texas A&M University System  
Appointed and Commissioned Peace Officers  
December 18, 2017

| <b>University Officer's Name</b>               | <b>Title</b>    | <b>Hire Date</b> |
|--|-----------------|------------------|
| <b>PRAIRIE VIEW A&amp;M UNIVERSITY</b>         |                 |                  |
| Bailey, LaShonda                               | Peace Officer   | 11/06/2017       |
| Bayer-Barthe', Robenia L.                      | Peace Officer   | 11/15/2017       |
| Berry, Michael D.                              | Peace Officer   | 11/15/2017       |
| Betz, Stacy G.                                 | Peace Officer   | 11/15/2017       |
| Curry, Michael A.                              | Peace Officer   | 10/02/2017       |
| Ellsworth, Craig G.                            | Peace Officer   | 07/15/2017       |
| Jefferson, Ross R.                             | Peace Officer   | 09/05/2017       |
| Jemison, Keith T.                              | Chief of Police | 07/24/2017       |
| Lartigue, Ivory J.                             | Peace Officer   | 11/15/2017       |
| Love, Ashton C.                                | Peace Officer   | 11/15/2017       |
| Manuel, Aprial D.                              | Peace Officer   | 11/06/2017       |
| Onibokun, Ronli A.                             | Peace Officer   | 11/17/2017       |
| Pecot, Leonard J.                              | Peace Officer   | 10/16/2017       |
| Reynoso-Defrank, Stephanie R.                  | Peace Officer   | 10/16/2017       |
| Richardson, Toni T.                            | Peace Officer   | 10/16/2017       |
| Santee, Gary L.                                | Peace Officer   | 11/15/2017       |
| Sexton, Nathan J.                              | Peace Officer   | 11/17/2017       |
| Shanklin-McCartney, Hollie M.                  | Peace Officer   | 11/15/2017       |
| Williams, Christopher B.                       | Peace Officer   | 10/16/2017       |
| Woodle, Veronica M.                            | Peace Officer   | 11/15/2017       |
| <b>TEXAS A&amp;M UNIVERSITY</b>                |                 |                  |
| Byrne, Adam T.                                 | Peace Officer   | 12/08/2017       |
| Branch, Justin T.                              | Peace Officer   | 12/08/2017       |
| Gutierrez, Mario I.                            | Peace Officer   | 12/08/2017       |
| Sebesta, Erica L.                              | Peace Officer   | 12/08/2017       |
| Seeley, Mason C.                               | Peace Officer   | 12/08/2017       |
| Wallingford, Jason W.                          | Peace Officer   | 12/08/2017       |
| <b>TEXAS A&amp;M UNIVERSITY- CENTRAL TEXAS</b> |                 |                  |
| Clark, Sean P.                                 | Peace Officer   | 09/21/2017       |
| Jackson, Lakeshia R.                           | Peace Officer   | 09/20/2017       |
| McPhail, Darren R.                             | Peace Officer   | 09/18/2017       |
| <b>TEXAS A&amp;M UNIVERSITY- GALVESTON</b>     |                 |                  |
| Morton, Timothy J.                             | Peace Officer   | 12/01/2017       |
| Lopez, Michael A.                              | Peace Officer   | 12/15/2017       |

**TEXAS A&M UNIVERSITY- KINGSVILLE**

|                            |               |            |
|----------------------------|---------------|------------|
| Gonzalez, Humberto Gabriel | Peace Officer | 07/28/2017 |
| Webb, Ryan S.              | Peace Officer | 12/06/2017 |

**TEXAS A&M UNIVERSITY- TEXARKANA**

|                    |               |            |
|--------------------|---------------|------------|
| McMillian, Eric L. | Peace Officer | 12/05/2017 |
|--------------------|---------------|------------|

**WEST TEXAS A&M UNIVERSITY**

|                    |               |            |
|--------------------|---------------|------------|
| Giraitis, Almon J. | Peace Officer | 11/15/2017 |
| Young, Sonja D.    | Peace Officer | 11/15/2017 |

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 Revisions to System Policy *01.03, Appointing Power and Terms and Conditions of Employment*

**Proposed Board Action:**

Approve revisions to System Policy *01.03, Appointing Power and Terms and Conditions of Employment*.

**Background Information:**

Below is a summary of the proposed revisions for the Board's consideration.

- **Section 2.3.** In addition to the vice chancellors and deans of agriculture and life sciences and engineering, the board shall also appoint the vice chancellor and dean, health services.

New text clarifies that prior to submitting recommendations for vice chancellor and dean positions in agriculture and life sciences, engineering, and health services, the chancellor will consult with the president of Texas A&M University. The board and the chancellor shall not be constrained by university or agency rules in the appointment of vice chancellors with dean responsibilities, including provisions addressing a required application and selection process, set appointment terms and a required reappointment process.

- **Section 2.6.** Additional text clarifies that, except as provided in Section 2.3, a university president shall appoint and reappoint vice presidents and deans of member universities, and agency directors shall appoint and reappoint deputy and associate directors of agencies.

New text clarifies that while university presidents and agency directors are expected to seek input from key campus or agency stakeholders including administrators, faculty and staff in their decisions associated with the appointment or reappointment of administrators, their appointment decisions shall not be constrained by member rules in the appointment and reappointment of vice presidents, deans, department heads, and deputy or associate directors, including provisions addressing a required application and selection process, set appointment terms and a required reappointment process.

- **Section 2.8.** The position of vice chancellor and dean, health services is included with the positions of vice chancellors and deans of agriculture and life sciences and engineering as exceptions to the interim positions a CEO may appoint.

- **Section 3.2.** Next text clarifies that members of the presidential search committee may include faculty, administrators and other key campus stakeholders.

Agenda Item No.  
Agenda Item Briefing

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

**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  
December 13, 2017

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

Subject: Approval of Revisions to System Policy *01.03, Appointing Power and Terms and Conditions of Employment*

I recommend adoption of the following minute order:

**“The revisions to System Policy *01.03, Appointing Power and Terms and Conditions of Employment*, as shown in the attached exhibit, are approved, effective immediately.”**

Respectfully submitted,

Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

**Approval Recommended:**

**Approved for Legal Sufficiency:**

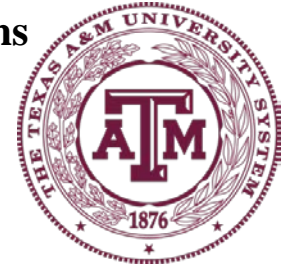
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John Sharp  
Chancellor

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Ray Bonilla  
General Counsel

## 01.03 Appointing Power and Terms and Conditions of Employment



~~Revised September 1, 2016 (MO 174 2016)~~

~~Revised February 8, 2018 (MO -2018)~~

Next Scheduled Review: ~~February 8, 2023~~~~September 1, 2021~~

Click to view [Revision History](#).

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### Policy ~~Summary~~Statement

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The Board of Regents (board) of The Texas A&M University System (system) appoints all officers, faculty members and other employees of the system, ~~but the board may delegate this authority to the chancellor in accordance with system policy.~~

~~This policy explains the appointment of system officers and employees made by the board and those delegated to the chancellor, including those the chancellor may delegate to member chief executive officers (CEOs).~~

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### ~~Reason for Policy~~

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~~This policy explains the appointment of system officers and employees made by the board and those delegated to the chancellor, including those the chancellor may delegate to member chief executive officers (CEOs).~~

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### ~~Policy~~Procedures and Responsibilities

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#### 1. GENERAL

The board appoints all of the officers, faculty members and other employees of the system. The board, however, may delegate to the chancellor, and the chancellor may delegate to the respective CEO, the authority to appoint, promote, transfer and terminate employees subject to the limitations provided in system policy, including System Policy 25.07, *Contract Administration*. The CEO of a university shall be its president. The CEO of an agency shall be its director.

#### 2. APPOINTMENT OF SYSTEM OFFICERS BY THE BOARD OF REGENTS

2.1 The board shall select and appoint the chancellor as the CEO of the system. The chancellor is responsible for the management and operation of the system under the direction of the board. The board may dismiss or reassign the chancellor without cause.



- 2.2 The board shall appoint the university presidents and the agency directors. Prior to appointment, the chancellor shall make recommendations for the position. With prior approval of the board, the chancellor may dismiss or reassign a CEO without cause.
- 2.3 The board shall appoint deputy chancellors and vice chancellors, including the vice chancellor and dean, agriculture and life sciences, ~~and~~ the vice chancellor and dean, engineering, ~~and the vice chancellor and dean, health services.~~ ~~Prior to appointment,~~ †The chancellor shall make recommendations for these positions to the board. However, prior to submitting recommendations for vice chancellor and dean positions in agriculture and life sciences, engineering, and health services, the chancellor will consult with the president of Texas A&M University. The board and the chancellor shall not be constrained by university or agency rules in the appointment of vice chancellors with dean responsibilities, including provisions addressing the following: a required application and selection process; set appointment terms; and a required reappointment process. With subsequent confirmation of the board, the chancellor may dismiss or reassign a deputy chancellor or a vice chancellor without cause.
- 2.4 The board shall appoint the general counsel. Prior to appointment, the chancellor shall make recommendations for the position. With prior approval of the board, the chancellor may dismiss or reassign the general counsel without cause.
- 2.5 The board shall appoint the chief auditor. Prior to appointment, the chancellor shall make recommendations for the position. The chief auditor shall report to the board through the Committee on Audit of the Board, with access to the chancellor. The board may dismiss or reassign the chief auditor without cause.
- 2.6 Except as provided by Section 2.3 and with the approval of the chancellor, a university president shall appoint ~~and reappoint~~ vice presidents and deans of member universities, and agency directors shall appoint ~~and reappoint~~ deputy and associate directors of agencies. While university presidents and agency directors are expected to seek input from key campus or agency stakeholders including administrators, faculty and staff in their decisions associated with the appointment or reappointment of administrators, their appointment decisions shall not be constrained by member rules in the appointment and reappointment of vice presidents, deans, department heads, and deputy or associate directors, including provisions addressing the following: a required application and selection process; set appointment terms; and a required reappointment process. After consultation with the chancellor, a CEO may dismiss or reassign a vice president, dean, deputy director or associate director without cause.
- 2.7 The board may select and appoint an interim chancellor. Upon the recommendation of the chancellor, the board may make interim appointments of deputy chancellor, vice chancellor, general counsel, chief auditor, and CEO.
- 2.8 Except for the vice chancellor and dean, agriculture and life sciences, ~~and~~ the vice chancellor and dean, engineering, ~~and the vice chancellor and dean, health services,~~ and with the approval of the chancellor, a CEO may appoint an interim vice president, dean, deputy director or associate director.

- 2.9 The board shall set the initial salary and the conditions of employment for each officer appointed under Sections 2.1 through 2.5 and 2.7. A CEO shall set the initial salary and conditions of employment for vice presidents, deans, deputy directors and associate directors appointed under Section 2.6 and interim appointees under Section 2.8, and the initial salary for these officers shall not, without board approval, exceed by 10% the median annual salary for a comparable position at peer institutions or agencies.

### 3. PRESIDENTIAL SEARCH

- 3.1 The board shall act as a search committee of the whole for all presidential searches.
- 3.2 The board may at its discretion appoint a presidential search advisory committee (committee) to fill a vacancy for the position of president of a member university. Membership of this committee may include faculty, administrators and other key campus stakeholders.

#### 3.3 Responsibilities of the Advisory Committee

The committee shall determine the candidates' academic, administrative, and business abilities.

The committee may interview candidates as a part of its selection process. Interviews should be conducted on the basis that the confidentiality of the process is critical to its ultimate success.

The committee shall submit to the board, through the chancellor, a list of no fewer than three candidates in no rank order.

The board shall determine which candidates (if any) will be interviewed by the board prior to naming a finalist(s). If none of the names submitted by the committee is satisfactory to the board, the board may either name a new committee or proceed to select a finalist(s) under such other procedures as it may deem proper and appropriate at its sole discretion.

The board shall not be limited under any circumstances to only consider candidates previously vetted by the advisory committee.

### 4. APPOINTMENT OF FACULTY AND OTHER EMPLOYEES AND AWARD OF TENURE

#### 4.1 Appointment of University Faculty and Award of Tenure

4.1.1 A university president shall appoint and approve promotion of all members of the faculty except as provided in Section 4.1.3, and the president shall annually provide to the chancellor a list of all faculty promoted during the preceding fiscal year.

4.1.2 The appointing president shall set the initial salaries and conditions of employment for faculty appointed in Section 4.1, and the initial salary for these faculty members may, only with the specific prior approval of the chancellor,

exceed by 10% the median annual salary for a comparable position at peer institutions.

4.1.3 Upon recommendation of the university president and with approval of the chancellor, the board may award tenure to a faculty member.

#### 4.2 Other Appointments

The chancellor may delegate authority to the CEOs to appoint, promote, transfer and dismiss all other employees not covered in the preceding sections.

#### 4.3 Appointment of University Faculty as Administrators

4.3.1 The appointing authority may dismiss an administrator, who holds tenure on the faculty of a member university, from the administrative position without cause.

4.3.2 The actions or conduct of an administrator may be used as grounds for dismissal as a tenured faculty member. Unless dismissed as a tenured faculty member, an administrator who holds tenure may return to a tenured faculty position.

4.3.3 The CEO shall adjust the salary of a faculty member who returns to the faculty after serving in an administrative position to an amount that does not exceed the salary of other persons with similar qualifications performing similar duties.

### 5. BOARD OF REGENTS REVIEW

Annually, the board shall review the performance of the chancellor of the system and the member CEOs.

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## **Related Statutes, Policies, or Requirements**

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[Tex. Educ. Code § 51.948, \*Restrictions ~~on~~ Contracts with Administrators\*](#)

[System Policy 02.01, \*Board of Regents\*](#)

[System Policy 02.02, \*Office of the Chancellor\*](#)

[System Policy 25.07, \*Contract Administration\*](#)

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## **Member Rule Requirements**

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A rule is not required to supplement this policy.

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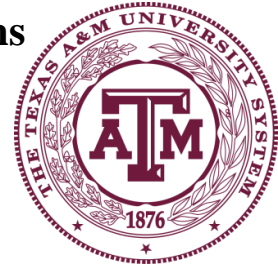
## Contact Office

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Office of the Chancellor  
(979) 458-6000

## 01.03 Appointing Power and Terms and Conditions of Employment

Revised February 8, 2018 (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).



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### Policy Summary

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The Board of Regents (board) of The Texas A&M University System (system) appoints all officers, faculty members and other employees of the system.

This policy explains the appointment of system officers and employees made by the board and those delegated to the chancellor, including those the chancellor may delegate to member chief executive officers (CEOs).

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### Policy

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#### 1. GENERAL

The board appoints all of the officers, faculty members and other employees of the system. The board, however, may delegate to the chancellor, and the chancellor may delegate to the respective CEO, the authority to appoint, promote, transfer and terminate employees subject to the limitations provided in system policy, including System Policy 25.07, *Contract Administration*. The CEO of a university shall be its president. The CEO of an agency shall be its director.

#### 2. APPOINTMENT OF SYSTEM OFFICERS BY THE BOARD OF REGENTS

2.1 The board shall select and appoint the chancellor as the CEO of the system. The chancellor is responsible for the management and operation of the system under the direction of the board. The board may dismiss or reassign the chancellor without cause.

2.2 The board shall appoint the university presidents and the agency directors. Prior to appointment, the chancellor shall make recommendations for the position. With prior approval of the board, the chancellor may dismiss or reassign a CEO without cause.

2.3 The board shall appoint deputy chancellors and vice chancellors, including the vice chancellor and dean, agriculture and life sciences, the vice chancellor and dean, engineering, and the vice chancellor and dean, health services. The chancellor shall make recommendations for these positions to the board. However, prior to submitting recommendations for vice chancellor and dean positions in agriculture and life sciences, engineering, and health ~~servicessciences~~, the chancellor will consult with the president

A&M University. The board and the chancellor shall not be constrained by university or agency rules in the appointment of vice chancellors with dean responsibilities, including provisions addressing the following: a required application and selection process; set appointment terms; and a required reappointment process. With subsequent confirmation of the board, the chancellor may dismiss or reassign a deputy chancellor or a vice chancellor without cause.

- 2.4 The board shall appoint the general counsel. Prior to appointment, the chancellor shall make recommendations for the position. With prior approval of the board, the chancellor may dismiss or reassign the general counsel without cause.
- 2.5 The board shall appoint the chief auditor. Prior to appointment, the chancellor shall make recommendations for the position. The chief auditor shall report to the board through the Committee on Audit of the Board, with access to the chancellor. The board may dismiss or reassign the chief auditor without cause.
- 2.6 Except as provided by Section 2.3 and with the approval of the chancellor, a university president shall appoint and reappoint vice presidents and deans of member universities, and agency directors shall appoint and reappoint deputy and associate directors of agencies. While university presidents and agency directors are expected to seek input from key campus or agency stakeholders including administrators, faculty and staff in their decisions associated with the appointment or reappointment of administrators, their appointment decisions shall not be constrained by member rules in the appointment and reappointment of vice presidents, deans, department heads, and deputy or associate directors, including provisions addressing the following: a required application and selection process; set appointment terms; and a required reappointment process. After consultation with the chancellor, a CEO may dismiss or reassign a vice president, dean, deputy director or associate director without cause.
- 2.7 The board may select and appoint an interim chancellor. Upon the recommendation of the chancellor, the board may make interim appointments of deputy chancellor, vice chancellor, general counsel, chief auditor, and CEO.
- 2.8 Except for the vice chancellor and dean, agriculture and life sciences, the vice chancellor and dean, engineering, and the vice chancellor and dean, health services, and with the approval of the chancellor, a CEO may appoint an interim vice president, dean, deputy director or associate director.
- 2.9 The board shall set the initial salary and the conditions of employment for each officer appointed under Sections 2.1 through 2.5 and 2.7. A CEO shall set the initial salary and conditions of employment for vice presidents, deans, deputy directors and associate directors appointed under Section 2.6 and interim appointees under Section 2.8, and the initial salary for these officers shall not, without board approval, exceed by 10% the median annual salary for a comparable position at peer institutions or agencies.

### 3. PRESIDENTIAL SEARCH

- 3.1 The board shall act as a search committee of the whole for all presidential searches.

3.2 The board may at its discretion appoint a presidential search advisory committee (committee) to fill a vacancy for the position of president of a member university. Membership of this committee may include faculty, administrators and other key campus stakeholders.

### 3.3 Responsibilities of the Advisory Committee

The committee shall determine the candidates' academic, administrative, and business abilities.

The committee may interview candidates as a part of its selection process. Interviews should be conducted on the basis that the confidentiality of the process is critical to its ultimate success.

The committee shall submit to the board, through the chancellor, a list of no fewer than three candidates in no rank order.

The board shall determine which candidates (if any) will be interviewed by the board prior to naming a finalist(s). If none of the names submitted by the committee is satisfactory to the board, the board may either name a new committee or proceed to select a finalist(s) under such other procedures as it may deem proper and appropriate at its sole discretion.

The board shall not be limited under any circumstances to only consider candidates previously vetted by the advisory committee.

## 4. APPOINTMENT OF FACULTY AND OTHER EMPLOYEES AND AWARD OF TENURE

### 4.1 Appointment of University Faculty and Award of Tenure

4.1.1 A university president shall appoint and approve promotion of all members of the faculty except as provided in Section 4.1.3, and the president shall annually provide to the chancellor a list of all faculty promoted during the preceding fiscal year.

4.1.2 The appointing president shall set the initial salaries and conditions of employment for faculty appointed in Section 4.1, and the initial salary for these faculty members may, only with the specific prior approval of the chancellor, exceed by 10% the median annual salary for a comparable position at peer institutions.

4.1.3 Upon recommendation of the university president and with approval of the chancellor, the board may award tenure to a faculty member.

### 4.2 Other Appointments

The chancellor may delegate authority to the CEOs to appoint, promote, transfer and dismiss all other employees not covered in the preceding sections.

#### 4.3 Appointment of University Faculty as Administrators

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- 4.3.2 The actions or conduct of an administrator may be used as grounds for dismissal as a tenured faculty member. Unless dismissed as a tenured faculty member, an administrator who holds tenure may return to a tenured faculty position.
- 4.3.3 The CEO shall adjust the salary of a faculty member who returns to the faculty after serving in an administrative position to an amount that does not exceed the salary of other persons with similar qualifications performing similar duties.

#### 5. BOARD OF REGENTS REVIEW

Annually, the board shall review the performance of the chancellor of the system and the member CEOs.

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### **Related Statutes, Policies, or Requirements**

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[Tex. Educ. Code § 51.948, \*Restrictions on Contracts with Administrators\*](#)

[System Policy 02.01, \*Board of Regents\*](#)

[System Policy 02.02, \*Office of the Chancellor\*](#)

[System Policy 25.07, \*Contract Administration\*](#)

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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 the Chancellor  
(979) 458-6000



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 *07.04, Benefits, Gifts and Honoraria*

**Proposed Board Action:**

Approve revisions to System Policy *07.04, Benefits, Gifts and Honoraria*.

**Background Information:**

Below is a summary of the proposed revisions for the Board's consideration.

Minor, non-substantive clarifications are made throughout the policy.

**Section 1.4.3.** This section is deleted because it contains an obsolete approval process formerly applicable to certain board member foreign travel.

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

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

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of General Counsel

December 19, 2017

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

Subject: Approval of Revisions to System Policy *07.04, Benefits, Gifts and Honoraria*

I recommend adoption of the following minute order:

**“The revisions to System Policy *07.04, Benefits, Gifts and Honoraria*, as shown in the attached 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



## 07.04 Benefits, Gifts and Honoraria

~~Approved December 5, 2008 (MO 410 2008)~~

~~Reviewed May 1, 2012~~

~~Revised February 8, 2018 (MO -2018)~~

~~Next Scheduled Review: February 8, 2023~~~~May 1, 2017~~

~~[Click to view Revision History.](#)~~

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### Policy ~~Summary~~Statement

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~~Members of the Board of Regents (board) of The Texas A&M University System (system) and system employees may not accept benefits or gifts or offer certain benefits or gifts except in accordance with this policy.~~

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### ~~Reason for Policy~~

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This policy provides strict standards on when benefits and gifts may be offered to, or accepted from, third parties ~~by members of the Board of Regents (board) of The Texas A&M University System (system) and system employees.~~

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### Definitions

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~~[Click to view Definitions.](#)~~~~Benefit~~ – anything reasonably regarded as pecuniary gain or pecuniary advantage, including benefit to any other person in whose welfare an employee has a direct and substantial interest.

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### ~~Policy Procedures and Responsibilities~~

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#### 1. BENEFITS AND GIFTS

##### 1.1 Prohibited Benefits and Gifts to Board Members and Employees

1.1.1 Board members and employees shall not solicit, offer, confer, and agree to confer, accept or agree to accept any benefit in exchange for his or her decision, opinion, recommendation, vote or other exercise of official power or discretion.

1.1.2 Board members and employees shall not accept or solicit any gift, favor or service that might reasonably tend to influence the board member or employee

in the discharge of official duties or that the board member or employee knows or should know is being offered with the intent to influence the board member's or employee's official conduct.

1.1.3 Board members and employees who exercise discretion in connection with contracts, purchases, payments, claims and other pecuniary transactions of government shall not solicit, accept or agree to accept any benefit from any person the board member or employee knows is interested in or is likely to become interested in any contract, purchase, payment, claim or transaction involving the board member or employee's discretion.

1.1.3.1 EXCEPTION: Board members and employees may accept food, lodging, transportation or entertainment from persons or entities he or she knows or reasonably should know are interested in or likely to become interested in a contract, purchase, payment, claim, decision or transaction involving the exercise of the board member's or employee's discretion only if the board member or employee is a "guest" as defined by Texas law. A board member or employee is a "guest" if the person or a representative of the entity providing the food, lodging, transportation or entertainment is present at the time the food, lodging, transportation or entertainment is received or enjoyed by the board member or employee.

1.1.3.2 Board members, the chancellor, presidents and agency directors are required to report any such benefits valued at over \$250 on their annual disclosure statements filed with the Texas Ethics Commission.

1.1.4 A benefit that is otherwise allowed by system policy is nevertheless prohibited if it is offered in exchange for official action, as described above.

1.1.5 Board members and employees who receive an unsolicited benefit that the board member or employee is prohibited from accepting by law may donate the benefit to a governmental entity that has the authority to accept the gift or may donate the benefit to a recognized tax-exempt charitable organization formed for educational, religious or scientific purposes.

## 1.2 Permitted Benefits and Gifts to Board Members and Employees

Board members and employees may accept the following:

- (a) Gifts or other benefits conferred on account of kinship or a personal, professional or business relationship independent of the board member's or employee's status as a board member or employee;
- (b) A fee prescribed by law to be received by the board member or employee or any other benefit to which the board member or employee is lawfully entitled or for which the board member or employee gives legitimate consideration in a capacity other than as a board member or employee;

- (c) A gift, award or memento that is received from a lobbyist who is required to make reports under Chapter 305 of the Government Code;
  - (d) Items having a value of less than \$50, not including cash or negotiable instruments; and
  - (e) Plaques and similar recognition awards, including achievement and recognition awards from the system.
- 1.3 Employees shall disclose to their respective chief executive officers any benefit received in the course of official business having a value of more than \$250. The chancellor, presidents and agency directors shall make such disclosures to the board. Board members shall make such disclosures to the board's Committee on Audit.
- 1.4 Board members are subject to all the requirements of system travel regulations, except as follows:
- 1.4.1 Reimbursement for expenses other than transportation, meals and lodging incurred by board members while traveling on official business may be reimbursed to board members from gift fund accounts even though they may not be reimbursable from other funding sources.
  - 1.4.2 When a board member engages in travel for which compensation is to be received from any source other than system funds, the member shall not submit a claim under the provisions of system travel regulations. A board member who receives an overpayment for a travel expense shall reimburse the system for the overpayment.
  - ~~1.4.3 A request by a board member for travel outside the United States must be approved by the Governor in advance if the source of funding is money other than gift funds or contracts and grants. Forms and procedures prescribed by the Office of the Governor shall be utilized.~~

## 2. HONORARIA

- 2.1 Board members and employees shall not solicit, accept or agree to accept an honorarium in consideration for services they would not have been asked to provide but for their official position or duties. This prohibition includes a request for or acceptance of a payment made to a third party if made in exchange for such services.
- 2.2 Board members and employees may accept the direct provision of or reimbursement for expenses for transportation and lodging incurred in connection with a speaking engagement at a conference or similar event. Meals provided as a part of the event or reimbursement for actual expenses for meals may also be accepted. Participation by the board member or employee in the event must be more than merely perfunctory.

## 3. GIFTS TO PUBLIC OFFICIALS

- 3.1 If a member provides tickets to a public official to allow the official and/or his or her guests to attend an event, an officer or employee of the member or the board will serve as host to the official and must attend the event.
- 3.2 Members may provide public officials with small, infrequent gifts of perishable food items delivered to their offices if such gifts are unsolicited and are not offered in exchange for action or inaction on the part of the public official.
- 3.3 Members may pay expenses in order to furnish information to state officials relevant to their official position, including presentations about the programs and services of the system.
- 3.4 Board members and employees shall not expend or authorize the expenditure of any system funds, services or supplies for the purpose of financing or otherwise supporting 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, or influencing the outcome of any election or the passage or defeat of any legislative measure.

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## **Related Statutes, Policies, or Requirements**

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[Tex. Penal Code Ch. 36, \*Bribery and Corrupt Influence\*](#)

[Tex. Penal Code Ch. 39, \*Abuse of Office\*](#)

[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. 660, \*Travel Expenses\*](#)

[System Policy 07.01, \*Ethics\*](#)

[System Policy 07.03, \*Conflicts of Interest, Dual Office Holding and Political Activities\*](#)

[System Regulation 21.01.03, \*Disbursement of Funds\*](#)

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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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## 07.04 Benefits, Gifts and Honoraria

Revised [February 8, 2018](#) (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).

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### Policy Summary

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This policy provides strict standards on when benefits and gifts may be offered to, or accepted from, third parties by members of the Board of Regents (board) of The Texas A&M University System (system) and system employees.

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### Definitions

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Click to view [Definitions](#).

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### Policy

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#### 1. BENEFITS AND GIFTS

##### 1.1 Prohibited Benefits and Gifts to Board Members and Employees

- 1.1.1 Board members and employees shall not solicit, offer, confer, and agree to confer, accept or agree to accept any benefit in exchange for his or her decision, opinion, recommendation, vote or other exercise of official power or discretion.
- 1.1.2 Board members and employees shall not accept or solicit any gift, favor or service that might reasonably tend to influence the board member or employee in the discharge of official duties or that the board member or employee knows or should know is being offered with the intent to influence the board member's or employee's official conduct.
- 1.1.3 Board members and employees who exercise discretion in connection with contracts, purchases, payments, claims and other pecuniary transactions of government shall not solicit, accept or agree to accept any benefit from any person the board member or employee knows is interested in or is likely to become interested in any contract, purchase, payment, claim or transaction involving the board member or employee's discretion.



1.1.3.1 EXCEPTION: Board members and employees may accept food, lodging, transportation or entertainment from persons or entities he or she knows or reasonably should know are interested in or likely to become interested in a contract, purchase, payment, claim, decision or transaction involving the exercise of the board member's or employee's discretion only if the board member or employee is a "guest" as defined by Texas law. A board member or employee is a "guest" if the person or a representative of the entity providing the food, lodging, transportation or entertainment is present at the time the food, lodging, transportation or entertainment is received or enjoyed by the board member or employee.

1.1.3.2 Board members, the chancellor, presidents and agency directors are required to report any such benefits valued at over \$250 on their annual disclosure statements filed with the Texas Ethics Commission.

1.1.4 A benefit that is otherwise allowed by system policy is nevertheless prohibited if it is offered in exchange for official action, as described above.

1.1.5 Board members and employees who receive an unsolicited benefit that the board member or employee is prohibited from accepting by law may donate the benefit to a governmental entity that has the authority to accept the gift or may donate the benefit to a recognized tax-exempt charitable organization formed for educational, religious or scientific purposes.

## 1.2 Permitted Benefits and Gifts to Board Members and Employees

Board members and employees may accept the following:

- (a) Gifts or other benefits conferred on account of kinship or a personal, professional or business relationship independent of the board member's or employee's status as a board member or employee;
- (b) A fee prescribed by law to be received by the board member or employee or any other benefit to which the board member or employee is lawfully entitled or for which the board member or employee gives legitimate consideration in a capacity other than as a board member or employee;
- (c) A gift, award or memento that is received from a lobbyist who is required to make reports under Chapter 305 of the Government Code;
- (d) Items having a value of less than \$50, not including cash or negotiable instruments; and
- (e) Plaques and similar recognition awards, including achievement and recognition awards from the system.

1.3 Employees shall disclose to their respective chief executive officers any benefit received in the course of official business having a value of more than \$250. The chancellor,

presidents and agency directors shall make such disclosures to the board. Board members shall make such disclosures to the board's Committee on Audit.

1.4 Board members are subject to all the requirements of system travel regulations, except as follows:

1.4.1 Reimbursement for expenses other than transportation, meals and lodging incurred by board members while traveling on official business may be reimbursed to board members from gift fund accounts even though they may not be reimbursable from other funding sources.

1.4.2 When a board member engages in travel for which compensation is to be received from any source other than system funds, the member shall not submit a claim under the provisions of system travel regulations. A board member who receives an overpayment for a travel expense shall reimburse the system for the overpayment.

## 2. HONORARIA

2.1 Board members and employees shall not solicit, accept or agree to accept an honorarium in consideration for services they would not have been asked to provide but for their official position or duties. This prohibition includes a request for or acceptance of a payment made to a third party if made in exchange for such services.

2.2 Board members and employees may accept the direct provision of or reimbursement for expenses for transportation and lodging incurred in connection with a speaking engagement at a conference or similar event. Meals provided as a part of the event or reimbursement for actual expenses for meals may also be accepted. Participation by the board member or employee in the event must be more than merely perfunctory.

## 3. GIFTS TO PUBLIC OFFICIALS

3.1 If a member provides tickets to a public official to allow the official and/or his or her guests to attend an event, an officer or employee of the member or the board will serve as host to the official and must attend the event.

3.2 Members may provide public officials with small, infrequent gifts of perishable food items delivered to their offices if such gifts are unsolicited and are not offered in exchange for action or inaction on the part of the public official.

3.3 Members may pay expenses in order to furnish information to state officials relevant to their official position, including presentations about the programs and services of the system.

3.4 Board members and employees shall not expend or authorize the expenditure of any system funds, services or supplies for the purpose of financing or otherwise supporting 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, or influencing the outcome of any election or the passage or defeat of any legislative measure.

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## **Related Statutes, Policies, or Requirements**

---

[Tex. Penal Code Ch. 36, \*Bribery and Corrupt Influence\*](#)

[Tex. Penal Code Ch. 39, \*Abuse of Office\*](#)

[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. 660, \*Travel Expenses\*](#)

[System Policy 07.01, \*Ethics\*](#)

[System Policy 07.03, \*Conflicts of Interest, Dual Office Holding and Political Activities\*](#)

[System Regulation 21.01.03, \*Disbursement of Funds\*](#)

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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 Office of General Counsel  
(979) 458-6120

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Charlie Hrcir, Chief Auditor  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy *10.01, Internal Auditing*

**Proposed Board Action:**

Approve revisions to System Policy *10.01, Internal Auditing*.

**Background Information:**

Below is a summary of the proposed revisions.

The majority of non-substantive revisions proposed in this policy reflect a change in the vernacular of internal auditing standards including mandatory language now required in internal audit charters. Policy *10.01* serves as the A&M System's internal audit charter.

A substantive revision proposed in Section 3 provides a bit more flexibility in the timeframe to obtain management's responses to audit recommendations. The proposed language states that management has the responsibility to provide the chief auditor its response within the time period determined by the chief auditor instead of the current policy requirement of 30 calendar days.

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

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

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of the Chief Auditor

December 13, 2017

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

Subject: Approval of Revisions to System Policy *10.01, Internal Auditing*

I recommend adoption of the following minute order:

**“The revisions to System Policy *10.01, Internal Auditing*, as shown in the attached exhibit, are approved, effective immediately.”**

Respectfully submitted,

Charlie Hrcir  
Chief Auditor

**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



## 10.01 Internal Auditing

~~Revised November 10, 2016 (MO 250-2016)~~

~~Revised February 8, 2018 (MO -2018)~~

Next Scheduled Review: ~~February 8, 2023~~ ~~November 10, 2021~~

Click to view [Revision History](#).

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### Policy ~~Summary~~Statement

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The internal auditing program of The Texas A&M University System (system) provides the Board of Regents (board), chancellor, university presidents and agency directors independent, objective assurance and consulting services designed to add value and improve the system's operations. The internal auditing program helps the members accomplish their goals and objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of the members' risk management, control and governance processes. Additionally, the internal auditing program provides useful and timely information on both the internal and external auditing activities occurring within the system.

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### ~~Reason for Policy~~

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This policy develops a framework for the implementation of the auditing activities within the system and defines the authority and scope of the internal auditing program as an effective management tool for use by the board, chancellor, university presidents and agency directors. The Texas Internal Auditing Act requires the system to have an internal auditing function and recognizes internal auditing as a professional management support and control activity. [This policy serves as the A&M System's internal audit charter.](#)

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### Definitions

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Click to view [Definitions](#).

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### ~~Policy Procedures and Responsibilities~~

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#### 1. AUTHORITY AND SCOPE OF THE INTERNAL AUDIT PROGRAM

The System Internal Audit Department (SIAD), under the advice and consent of the ~~board's~~ Committee on Audit ~~of the Board of Regents~~, has sole authority and responsibility for providing the internal auditing program for the system. The program must perform its duties in accordance with the Texas Internal Auditing Act, generally accepted government auditing standards, and the Institute of Internal Auditors' International ~~Standards for the~~ Professional Practices Framework, including the Core Principles for the Professional Practice of Internal

Auditing, and the Code of Ethics, and the International Standards for the Professional Practice of Internal Auditing, and the Definition of Internal Auditing. This mandatory guidance constitutes principles of the fundamental requirements for the professional practice of internal auditing and for evaluating the effectiveness of the internal audit activity's performance. ~~generally accepted government auditing standards. The scope of assurance and consulting services includes reviewing and determining if the networks of risk management, control and governance processes, as designed and implemented by management systemwide, are adequate and functioning in a manner to ensure that the system's:~~

- ~~• Risks are appropriately identified and managed.~~
- ~~• Financial, managerial and operating information is accurate, reliable and timely.~~
- ~~• Employee's actions are in compliance with policies, standards, procedures and applicable laws and regulations.~~
- ~~• Operations are efficient and effective.~~
- ~~• Resources are acquired economically, used efficiently and adequately protected.~~
- ~~• Accountability systems are in place to make sure organizational and program missions, goals, plans and objectives are achieved.~~

To establish, maintain, and assure that SIAD has sufficient authority to fulfill its duties, the Committee on Audit will:

- Approve the risk-based internal audit plan.
- Receive communications from the chief auditor on SIAD's performance relative to its plan and other matters.
- Approve decisions regarding the appointment and removal of the chief auditor.
- Approve the remuneration of the chief auditor.
- Make appropriate inquiries of management and the chief auditor to determine whether there is inappropriate scope or resource limitations.

The chief auditor will have unrestricted access to, and communicate and interact directly with, the Committee on Audit, including in-private meetings without management present.

The scope of internal audit activities encompasses, but is not limited to, objective examinations of evidence for the purpose of providing independent assessments to the Committee on Audit, management, and outside parties on the adequacy and effectiveness of governance, risk management, and control processes for the system. Internal audit assessments include evaluating whether:

- Risks relating to the achievement of the system's strategic objectives are appropriately identified and managed.
- The actions of the system's officers, directors, employees, and contractors are in compliance with the system's policies, procedures, and applicable laws, regulations, and governance standards.
- The results of operations or programs are consistent with established goals and objectives.

- Operations or programs are being carried out effectively and efficiently.
- Established processes and systems enable compliance with the policies, procedures, laws, and regulations that could significantly impact the system.
- Information and the means used to identify, measure, analyze, classify, and report such information are reliable and have integrity.
- Resources and assets are acquired economically, used efficiently, and protected adequately.

The chief auditor and staff of SIAD are authorized to:

- ~~Have unrestricted access to all functions, records, information, property and personnel of the system.~~
- ~~Have full and free access to the Committee on Audit.~~
- ~~Allocate resources, set frequencies, select subjects, determine scopes of work and apply the techniques required to accomplish audit objectives.~~
- ~~Obtain the necessary assistance of personnel within the system, as well as other specialized services from outside the organization, to assist in the conduct of planned audits.~~
- Have full, free, and unrestricted access to all functions, records, property, and personnel pertinent to carrying out any engagement, subject to accountability for confidentiality and safeguarding of records and information.
- Allocate resources, set frequencies, select subjects, determine scopes of work, apply techniques required to accomplish audit objectives, and issue reports.
- Obtain assistance from necessary system personnel, as well as other specialized services from within or outside the system, in order to complete the engagement.

~~The chief auditor and staff of SIAD will not:~~

- ~~Perform any operational duties for the system or its affiliates that would impair its ability to conduct independent and objective reviews.~~
- ~~Initiate or approve accounting transactions external to the internal auditing department.~~
- ~~Direct the activities of any system employee not employed by the SIAD, except to the extent such employees have been appropriately assigned to auditing teams or to otherwise assist the internal auditors.~~

## 2. INDEPENDENCE AND OBJECTIVITY

To provide for the independence of the internal auditing program, the chief auditor reports functionally to the board's Committee on Audit ~~of the Board of Regents~~ and administratively to the chancellor, with the exception of annual performance and compensation reviews which shall be conducted by the Committee on Audit. In accordance with Section 2.5 of System Policy *01.03, Appointing Power and Terms and Conditions of Employment*, "The board shall appoint the chief auditor. ...The chief auditor shall report to the board through the Committee on Audit of the Board, with access to the chancellor. The board may dismiss or reassign the chief auditor without cause."



The chief auditor will periodically report to the Committee on Audit SIAD's purpose, authority, and responsibility; and its conformance with The Institute of Internal Auditor's Code of Ethics and Standards, and action plans to address any significant conformance issues.

The chief auditor will ensure that SIAD remains free from all conditions that threaten the ability of internal auditors to carry out their responsibilities in an unbiased manner, including matters of audit selection, scope, procedures, frequency, timing, and report content. If the chief auditor determines that independence or objectivity may be impaired in fact or appearance, the details of impairment will be disclosed to appropriate parties.

Internal auditors will maintain an unbiased mental attitude that allows them to perform engagements objectively and in such a manner that they believe in their work product, that no quality compromises are made, and that they do not subordinate their judgment on audit matters to others.

Internal auditors will have no direct operational responsibility or authority over any of the activities audited. Accordingly, internal auditors will not implement internal controls, develop procedures, install systems, prepare records, or engage in any other activity that may impair their judgment, including:

- Assessing specific operations for which they had responsibility within the previous year.
- Performing any operational duties for the system or its affiliates.
- Initiating or approving transactions external to the internal audit department.
- Directing the activities of any system employee not employed by SIAD, except to the extent that such employees have been appropriately assigned to auditing teams or to otherwise assist internal auditors.

### 3. RESPONSIBILITIES

The chief auditor, in the discharge of his/her duties, shall be accountable to the Committee on Audit and the system board to:

- Develop an annual audit plan using an appropriate risk-based methodology and submit the plan to the board through the Committee on Audit for review and approval.
- Implement the annual audit plan and report results to the board, chancellor and the university presidents and agency directors.
- Review and adjust the internal audit plan, as necessary, in response to changes in the system's risks, operations, programs, systems, and controls.
- Communicate to the Committee on Audit and chancellor any significant changes to the internal audit plan.
- Review allegations of fraud or fraudulent actions in accordance with the system fraud policy, *Policy 10.02, Fraud, Waste and Abuse*.
- Provide reports to the Committee on Audit and chancellor on the implementation status of prior audit recommendations.

- Provide information periodically to the Committee on Audit and chancellor on the status and results of the annual audit plan and the sufficiency of department resources.
- Act as the system's general liaison with any external audit agency.
- Provide reports to the Committee on Audit and chancellor on any issues related to significant external audits, including audits conducted by the Texas State Auditor's Office.
- Provide advisory and consulting services to assist management in meeting its objectives, including participating in the procurement, development, implementation or modification of major information systems.
- Report any response to risk by management that may be unacceptable to the system.
- Maintain a quality assurance and improvement program that covers all aspects of the internal audit department.
- Communicate to senior management and the Committee on Audit on SIAD's quality assurance and improvement program, including results of internal assessments (both ongoing and periodic) and external assessments conducted at least once every three years by a qualified, independent assessor or assessment team from outside the system.

Management has the responsibility to:

- Within the time period determined by the chief auditor, furnish the chief auditor, within 30 calendar days, a written report of planned or completed actions to address the recommendations outlined in the internal audit report provided to the university president or agency director. The report shall include a timetable for the planned actions.
- Report to the chief auditor the status of implementation of prior audit recommendations.
- Notify the chief auditor of any external audits, investigations or inspections to be conducted at its institution or agency.
- Obtain authorization by law or through a delegation of authority from the Texas State Auditor's Office when contracting for an external audit.
- Provide the chief auditor information on audit issues from all external audits, investigations or inspections conducted at its institution or agency, including a copy of the final audit report with management's responses, if applicable.
- Notify the chief auditor when its institution or agency begins the procurement, development, implementation or modification of a major information system.

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## Related Statutes, Policies, or Requirements

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[Texas Internal Auditing Act \(Government Code, Chapter 2102\)](#)

[The Institute of Internal Auditors, International Professional Practices Framework](#)

[U.S. Government Accountability Office, Government Auditing Standards \(The Yellow Book\)](#)

This policy supersedes:

System Policy 21.02, *Compliance with Recommendations of the State Auditor*

System Regulation 21.02.01, *Audits by the State Auditor*

System Regulation 21.02.02, *External Audits Other than by State Auditor*

System Policy 21.03, *Internal Auditing*

System Regulation 21.03.01, *Internal Auditing*

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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 Internal Audit Department

(979) 458-7100

## 10.01 Internal Auditing

Revised [February 8, 2018](#) (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).



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### Policy Summary

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The internal auditing program of The Texas A&M University System (system) provides the Board of Regents (board), chancellor, university presidents and agency directors independent, objective assurance and consulting services designed to add value and improve the system's operations. The internal auditing program helps the members accomplish their goals and objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of the members' risk management, control and governance processes. Additionally, the internal auditing program provides useful and timely information on both the internal and external auditing activities occurring within the system.

This policy develops a framework for the implementation of the auditing activities within the system and defines the authority and scope of the internal auditing program as an effective management tool for use by the board, chancellor, university presidents and agency directors. The Texas Internal Auditing Act requires the system to have an internal auditing function and recognizes internal auditing as a professional management support and control activity. This policy serves as the system's internal audit charter.

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### Definitions

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Click to view [Definitions](#).

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### Policy

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#### 1. AUTHORITY AND SCOPE OF THE INTERNAL AUDIT PROGRAM

The System Internal Audit Department (SIAD), under the advice and consent of the board's Committee on Audit, has sole authority and responsibility for providing the internal auditing program for the system. The program must perform its duties in accordance with the Texas Internal Auditing Act, generally accepted government auditing standards, and the Institute of Internal Auditors' International Professional Practices Framework, including the Core Principles for the Professional Practice of Internal Auditing, the Code of Ethics, the *International Standards for the Professional Practice of Internal Auditing*, and the Definition of Internal Auditing. This mandatory guidance constitutes principles of the fundamental requirements for the professional practice of internal auditing and for evaluating the effectiveness of the internal audit activity's performance.

To establish, maintain, and assure that SIAD has sufficient authority to fulfill its duties, the Committee on Audit will:

- Approve the risk-based internal audit plan.
- Receive communications from the chief auditor on SIAD's performance relative to its plan and other matters.
- Approve decisions regarding the appointment and removal of the chief auditor.
- Approve the remuneration of the chief auditor.
- Make appropriate inquiries of management and the chief auditor to determine whether there is inappropriate scope or resource limitations.

The chief auditor will have unrestricted access to, and communicate and interact directly with, the Committee on Audit, including in-private meetings without management present.

The scope of internal audit activities encompasses, but is not limited to, objective examinations of evidence for the purpose of providing independent assessments to the Committee on Audit, management, and outside parties on the adequacy and effectiveness of governance, risk management, and control processes for the system. Internal audit assessments include evaluating whether:

- Risks relating to the achievement of the system's strategic objectives are appropriately identified and managed.
- The actions of the system's officers, directors, employees, and contractors are in compliance with the system's policies, procedures, and applicable laws, regulations, and governance standards.
- The results of operations or programs are consistent with established goals and objectives.
- Operations or programs are being carried out effectively and efficiently.
- Established processes and systems enable compliance with the policies, procedures, laws, and regulations that could significantly impact the system.
- Information and the means used to identify, measure, analyze, classify, and report such information are reliable and have integrity.
- Resources and assets are acquired economically, used efficiently, and protected adequately.

The chief auditor and staff of SIAD are authorized to:

- Have full, free, and unrestricted access to all functions, records, property, and personnel pertinent to carrying out any engagement, subject to accountability for confidentiality and safeguarding of records and information.
- Allocate resources, set frequencies, select subjects, determine scopes of work, apply techniques required to accomplish audit objectives, and issue reports.

- Obtain assistance from necessary system personnel, as well as other specialized services from within or outside the system, in order to complete the engagement.

## 2. INDEPENDENCE AND OBJECTIVITY

To provide for the independence of the internal auditing program, the chief auditor reports functionally to the board's Committee on Audit and administratively to the chancellor, with the exception of annual performance and compensation reviews which shall be conducted by the Committee on Audit. In accordance with Section 2.5 of System Policy *01.03, Appointing Power and Terms and Conditions of Employment*, "The board shall appoint the chief auditor. ...The chief auditor shall report to the board through the Committee on Audit of the Board, with access to the chancellor. The board may dismiss or reassign the chief auditor without cause."

The chief auditor will periodically report to the Committee on Audit SIAD's purpose, authority, and responsibility; and its conformance with The Institute of Internal Auditor's Code of Ethics and *Standards*, and action plans to address any significant conformance issues.

The chief auditor will ensure that SIAD remains free from all conditions that threaten the ability of internal auditors to carry out their responsibilities in an unbiased manner, including matters of audit selection, scope, procedures, frequency, timing, and report content. If the chief auditor determines that independence or objectivity may be impaired in fact or appearance, the details of impairment will be disclosed to appropriate parties.

Internal auditors will maintain an unbiased mental attitude that allows them to perform engagements objectively and in such a manner that they believe in their work product, that no quality compromises are made, and that they do not subordinate their judgment on audit matters to others.

Internal auditors will have no direct operational responsibility or authority over any of the activities audited. Accordingly, internal auditors will not implement internal controls, develop procedures, install systems, prepare records, or engage in any other activity that may impair their judgment, including:

- Assessing specific operations for which they had responsibility within the previous year.
- Performing any operational duties for the system or its affiliates.
- Initiating or approving transactions external to the internal audit department.
- Directing the activities of any system employee not employed by SIAD, except to the extent that such employees have been appropriately assigned to auditing teams or to otherwise assist internal auditors.

## 3. RESPONSIBILITIES

The chief auditor, in the discharge of his/her duties, shall be accountable to the Committee on Audit and the system board to:

- Develop an annual audit plan using an appropriate risk-based methodology and submit the plan to the board through the Committee on Audit for review and approval.
- Implement the annual audit plan and report results to the board, chancellor and the university presidents and agency directors.
- Review and adjust the internal audit plan, as necessary, in response to changes in the system's risks, operations, programs, systems, and controls.
- Communicate to the Committee on Audit and chancellor any significant changes to the internal audit plan.
- Review allegations of fraud or fraudulent actions in accordance with the system fraud policy, *Policy 10.02, Fraud, Waste and Abuse*.
- Provide reports to the Committee on Audit and chancellor on the implementation status of prior audit recommendations.
- Provide information periodically to the Committee on Audit and chancellor on the status and results of the annual audit plan and the sufficiency of department resources.
- Act as the system's general liaison with any external audit agency.
- Provide reports to the Committee on Audit and chancellor on any issues related to significant external audits, including audits conducted by the Texas State Auditor's Office.
- Provide advisory and consulting services to assist management in meeting its objectives, including participating in the procurement, development, implementation or modification of major information systems.
- Report any response to risk by management that may be unacceptable to the system.
- Maintain a quality assurance and improvement program that covers all aspects of the internal audit department.
- Communicate to senior management and the Committee on Audit on SIAD's quality assurance and improvement program, including results of internal assessments (both ongoing and periodic) and external assessments conducted at least once every three years by a qualified, independent assessor or assessment team from outside the system.

Management has the responsibility to:

- Within the time period determined by the chief auditor, furnish a written report of planned or completed actions to address the recommendations outlined in the internal audit report provided to the university president or agency director. The report shall include a timetable for the planned actions.
- Report to the chief auditor the status of implementation of prior audit recommendations.
- Notify the chief auditor of any external audits, investigations or inspections to be conducted at its institution or agency.
- Obtain authorization by law or through a delegation of authority from the Texas State Auditor's Office when contracting for an external audit.
- Provide the chief auditor information on audit issues from all external audits, investigations or inspections conducted at its institution or agency, including a copy of the final audit report with management's responses, if applicable.

- Notify the chief auditor when its institution or agency begins the procurement, development, implementation or modification of a major information system.

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## **Related Statutes, Policies, or Requirements**

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[Texas Internal Auditing Act \(Government Code, Chapter 2102\)](#)

[The Institute of Internal Auditors, International Professional Practices Framework](#)

[U.S. Government Accountability Office, Government Auditing Standards \(The Yellow Book\)](#)

This policy supersedes:

System Policy 21.02, *Compliance with Recommendations of the State Auditor*

System Regulation 21.02.01, *Audits by the State Auditor*

System Regulation 21.02.02, *External Audits Other than by State Auditor*

System Policy 21.03, *Internal Auditing*

System Regulation 21.03.01, *Internal Auditing*

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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 Internal Audit Department  
(979) 458-7100



Agenda Item No.

### **AGENDA ITEM BRIEFING**

**Submitted by:** James R. Hallmark, Vice Chancellor for Academic Affairs  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy *11.09, Low-Producing Degree Programs*

**Proposed Board Action:**

Approve revisions to System Policy *11.09, Low-Producing Degree Programs*.

**Background Information:**

Annually, the Texas Higher Education Coordinating Board reviews the academic institutions' degree programs to identify any low-producing programs that do not meet minimum standards for the number of degrees awarded. Academic institutions then report the status of these programs, including any requests to consolidate degree programs or for temporary exemptions, to the chancellor and system board.

New text clarifies that the chancellor will annually report to the Board of Regents' Committee on Academic and Student Affairs the disposition of programs identified as low producing (discontinued, consolidated, or granted temporary exemptions).

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

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

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

System Office of Academic Affairs

January 10, 2018

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

Subject: Approval of Revisions to System Policy *11.09, Low-Producing Degree Programs*

I recommend adoption of the following minute order:

**“The revisions to System Policy *11.09, Low-Producing Degree Programs*, as shown in the attached exhibit, are approved, effective immediately.”**

Respectfully submitted,

James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**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

## 11.09 Low-Producing Degree Programs



~~Approved February 9, 2012 (MO 044 2012)~~

~~Revised August 8, 2013 (MO 192 2013)~~

~~Revised February 8, 2018 (MO -2018)~~

Next Scheduled Review: ~~August 8, 2018~~ February 8, 2023

[Click to view Revision History.](#)

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### Policy Summary Statement

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This policy provides that the universities (academic institutions) of The Texas A&M University System shall report, on an annual basis, the status of each low-producing degree program to the chancellor and the Board of Regents (system board).

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### Reason for Policy

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~~The chancellor and the board shall be informed of the status of each academic institution's low-producing degree programs resulting from the annual review by the Texas Higher Education Coordinating Board (coordinating board).~~

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### Policy Procedures and Responsibilities

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The coordinating board conducts an annual review of degree programs at institutions of higher education to identify any low-producing degree programs that do not meet minimum standards for the number of degrees awarded. ~~determine which are low-producing degree programs because they do not meet minimum standards for the number of degrees awarded.~~

Academic institutions will prepare a report of the coordinating board's review to the chancellor and system board. The report will include supporting documentation for requests to consolidate degree programs and temporary exemptions. The chancellor will annually report to the committee on academic and student affairs the disposition of programs identified as low producing (discontinued, consolidated, or granted temporary exemptions).

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### Related Statutes, Policies, or Requirements

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19 Tex. Admin. Code Ch. 4, Subch. R, Review of Low-Producing Degree Programs

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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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System Office of Academic Affairs  
(979) 458-60720



## 11.09 Low-Producing Degree Programs

Revised [February 8, 2018](#) (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).

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### Policy Summary

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This policy provides that the universities (academic institutions) of The Texas A&M University System shall report, on an annual basis, the status of each low-producing degree program to the chancellor and the Board of Regents (system board).

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### Policy

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The coordinating board conducts an annual review of degree programs at institutions of higher education to identify any low-producing degree programs that do not meet minimum standards for the number of degrees awarded.

Academic institutions will prepare a report of the coordinating board's review to the chancellor and system board. The report will include supporting documentation for requests to consolidate degree programs and temporary exemptions. The chancellor will annually report to the committee on academic and student affairs the disposition of programs identified as low producing (discontinued, consolidated, or granted temporary exemptions).

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### Related Statutes, Policies, or Requirements

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[19 Tex. Admin. Code Ch. 4, Subch. R, Review of Low-Producing Degree Programs](#)

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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 Office of Academic Affairs  
(979) 458-6072

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 Revisions to System Policy *13.03, Texas Public Educational Grants*

**Proposed Board Action:**

Approve revisions to System Policy *13.03, Texas Public Educational Grants*.

**Background Information:**

Below is a summary of the proposed revisions.

Texas Public Educational Grants are funded by the statutory tuition collected by each academic institution. The proposed revisions clarify that it is each academic institution's responsibility to establish guidelines for the funding of these grants and to determine eligibility for awarding such grants. This will allow for greater efficiency in managing the overall allocation of these types of grants.

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

**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  
December 8, 2017

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

Subject: Approval of Revisions to System Policy *13.03, Texas Public Educational Grants*

I recommend adoption of the following minute order:

**“The revisions to System Policy *13.03, Texas Public Educational Grants*, as shown in the attached exhibit, are approved, 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

## 13.03 Texas Public Educational Grants

~~Approved February 27, 1995 (MO 44-95)~~  
~~Revised September 26, 2008 (MO 328-2008)~~  
~~Revised November 3, 2011 (MO 221-2011)~~  
~~Revised February 8, 2018 (MO -2018)~~  
Next Scheduled Review: February 8, 2023~~November 3, 2016~~  
[Click to view Revision History.](#)



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### Policy SummaryStatement

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This policy requires each academic institution ~~the chancellor~~ to establish guidelines regarding the funding of Texas Public Educational Grants and to determine eligibility for awarding ~~Texas Public Educational~~ such G grants.

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### ~~Reason for Policy~~

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~~The Texas Education Code requires the establishment of guidelines for determining Texas Public Educational Grant eligibility.~~

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### Policy ~~Procedures and Responsibilities~~

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~~Each~~ The institution shall establish guidelines regarding the funding of Texas Public Educational Grants and guidelines ~~chancellor shall establish guidelines~~ to determine eligibility for awarding Texas Public Educational Grants. Grants awarded under this program shall be based upon the financial need of the applicant.

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### Related Statutes, Policies, or Requirements

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Tex. Educ. Code § 56.031 et seq., Texas Public Educational Grants

Tex. Educ. Code § 56.034, Guidelines for Determining Eligibility and Awarding Grants

College for All Texans

System Regulation ~~Policy~~ 15.01.01, Sponsored Agreements – Research and Other

System Policy 21.05.02, Federal Reporting of Foreign Gifts, Donations, Grants, Endowments and Contracts

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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 Office of Budgets and Accounting  
(979) 458-6100



## 13.03 Texas Public Educational Grants

Revised [February 8, 2018](#) (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).

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### Policy Summary

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This policy requires each academic institution to establish guidelines regarding the funding of Texas Public Educational Grants and to determine eligibility for awarding such grants.

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### Policy

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Each institution shall establish guidelines regarding the funding of Texas Public Educational Grants and guidelines to determine eligibility for awarding Texas Public Educational Grants. Grants awarded under this program shall be based upon the financial need of the applicant.

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### Related Statutes, Policies, or Requirements

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[Tex. Educ. Code § 56.031 et seq., Texas Public Educational Grants](#)

[College for All Texans](#)

[System Regulation 15.01.01, Sponsored Agreements – Research and Other](#)

[System Policy 21.05.02, Federal Reporting of Foreign Gifts, Donations, Grants, Endowments and Contracts](#)

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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 Office of Budgets and Accounting  
(979) 458-6100

**AGENDA ITEM BRIEFING**

**Submitted by:** Jon Mogford, Vice Chancellor for Research  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy *15.01, Research Agreements*

**Proposed Board Action:**

Approve revisions to System Policy *15.01, Research Agreements*.

**Background Information:**

Below is a summary of the proposed revisions for the Board's consideration.

**-Section 1.1.** The second sentence of this section, which excludes from the required procedures projects not administered through Sponsored Research Services (SRS), is deleted and moved to section 1.2.

The following subsections are added:

**-1.1.1.** This subsection requires member employees to route research proposals, contracts, and grants through the member through which they are administratively located, unless the CEO approves routing through a different member.

**-1.1.2.** This subsection provides that for principal investigators with joint appointments, the employee's administrative location will serve as the indicator of the individual's primary administrator and employer for proposal, grant, and contract administration, unless 1.1.3, 1.1.4, or 1.1.5 apply.

**-1.1.3.** This subsection provides that research proposals, grants, and contracts originating with a lead primary investigator who is a Texas A&M faculty member and administratively located to Texas A&M AgriLife Research (AgriLife) shall be routed through, approved, and administered by AgriLife. The grant or contract will be submitted and administered by Texas A&M if AgriLife is ineligible to administer the grant or contract. Indirect cost return for these grants and contracts will follow the guidelines of AgriLife, if eligible to administer the grant or contract, or the guidelines of Texas A&M, if not.

**-1.1.4.** This subsection provides that research proposals, grants, and contracts originating with a lead primary investigator who is a Texas A&M faculty member and administratively located to the Dwight Look College of Engineering shall be routed through, approved, and administered by Texas A&M Engineering Experiment Station (TEES). The grant or contract will be submitted and administered by Texas A&M if TEES is ineligible to administer the grant or contract. Indirect cost return for these grants and contracts will follow the guidelines of TEES, if eligible to administer the grant or contract, or the guidelines of Texas A&M, if not.

**-1.1.5.** This subsection provides that research proposals, grants, and contracts originating with a lead primary investigator who is a Texas A&M faculty member and administratively located to

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the College of Veterinary Medicine and Biomedical Sciences shall be routed through, approved, and administered by either AgriLife or Texas A&M, as determined in writing by the Dean of Veterinary Medicine and Biomedical Sciences. Indirect cost return for these grants and contracts will follow the respective guidelines of the member who administers the grant or contract, AgriLife or Texas A&M.

**-Section 1.2.** The sentence deleted from Section 1.1, which excludes from the required procedures projects not administered through SRS, is moved to this section.

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

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

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of Research

January 17, 2018

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

Subject: Approval of Revisions to System Policy *15.01, Research Agreements*

I recommend adoption of the following minute order:

**“The revisions to System Policy *15.01, Research Agreements*, as shown in the attached exhibit, are approved, effective immediately.”**

Respectfully submitted,

Jon Mogford  
Vice Chancellor for Research

**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

## 15.01 Research Agreements



~~Approved February 27, 1995 (MO 44-95)~~  
~~Revised September 1, 1995 (MO 286-95)~~  
~~Revised September 26, 1997 (MO 181-97)~~  
~~Revised March 24, 2000 (MO 66-2000)~~  
~~Revised January 22, 2009 (MO 027-2009)~~  
~~Revised January 30, 2014 (MO 050-2014)~~  
~~Revised February 8, 2018 (MO -2018)~~  
Next Scheduled Review: ~~January 30, 2019~~ February 8, 2023  
[Click to view Revision History.](#)

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### Policy Statement

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This policy provides the vice chancellor for research (VCR) and the chief executive officers (CEOs) of The Texas A&M University System (system) and its respective members with a structure for conducting research and defines the VCR's, CEOs' and respective members' research-related duties and administrative responsibilities.

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### ~~Reason for Policy~~

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~~This policy defines the VCR's, CEOs' and respective members' research-related duties and administrative responsibilities.~~

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### Policy Procedures and Responsibilities

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#### 1. RESEARCH POLICY

- 1.1 The VCR shall submit for chancellor approval the process for administering sponsored research projects funded by federal, state, commercial or non-profit funds in accordance with System Policy 15.04, *Sponsored Research Services*. ~~The procedures required by this section will exclude the administration of research projects or research-related activities not required to be administered by SRS under Section 4, System Policy 15.04 (collectively "Excepted Research Projects or Research-Related Activities").~~

- 1.1.1 Member employees will route research proposals, grants, and contracts through the member to which they are administratively located (adloc) unless the CEO of such member authorizes routing through a different member.

- 1.1.2 When a principal investigator (PI) has one or more joint appointments with other members, the administrative location (adloc) shall serve as the indicator of the

primary administrator and employer of the PI for proposal, grant, and contract administration, unless Sections 1.1.3, 1.1.4 and 1.1.5 apply.

- 1.1.3 All research proposals, grants, and contracts originating with a lead PI who is a faculty member at Texas A&M University (Texas A&M) and adloc'd to the College of Agriculture and Life Sciences shall be routed through, approved, and administered by Texas A&M AgriLife Research (AgriLife Research). In cases where AgriLife Research is not eligible to administer the grant or contract, the grant or contract will be submitted and administered by Texas A&M. Indirect cost return for these grants and contracts will follow the respective guidelines of AgriLife Research unless AgriLife Research is not eligible to administer such grant or contract; in such case, indirect cost return will follow Texas A&M guidelines.
- 1.1.4 All research proposals, grants, and contracts originating with a lead PI who is a faculty member at Texas A&M and adloc'd to the Dwight Look College of Engineering shall be routed through, approved, and administered by Texas A&M Engineering Experiment Station (TEES). In cases where TEES is not eligible to administer the grant or contract, the grant or contract will be submitted and administered by Texas A&M. Indirect cost return for these grants and contracts will follow the respective guidelines of TEES unless TEES is not eligible to administer such grant or contract; in such case, indirect cost return will follow Texas A&M guidelines.
- 1.1.5 All research proposals, grants, and contracts originating with a lead PI who is a faculty member at Texas A&M and adloc'd to the College of Veterinary Medicine and Biomedical Sciences shall be routed through, approved, and administered by either AgriLife Research or Texas A&M as determined by the Dean of Veterinary Medicine and Biomedical Sciences, at the Dean's discretion as confirmed in writing. Indirect cost return for these grants and contracts will follow the respective guidelines of AgriLife Research or Texas A&M, whichever member administers such grants and contracts.
- 1.2 The procedures required by Section 1.1 will exclude the administration of research projects or research-related activities not required to be administered by SRS under Section 4, System Policy 15.04 (collectively "Excepted Research Projects or Research-Related Activities"). Each member CEO shall submit for chancellor approval guidelines for administering Excepted Research Projects or Research-Related Activities.
- 1.3 Each CEO shall assure that all research conducted is consistent with the mission of the member and the system.
- 1.4 Each CEO shall assure that all research conducted at the member complies with all applicable system, local, state and federal policies, regulations and guidelines.
- 1.5 Annually, the chancellor shall receive a report from the VCR detailing ongoing sponsored research projects and a report from each CEO detailing ongoing Excepted Research Projects or Research-Related Activities.
- 1.6 The VCR shall establish procedures to assure that sponsored projects are administered in compliance with the sponsor's applicable policies and regulations. Noncompliance

with the sponsor's applicable policies and regulations shall be reported to and be resolved by the appropriate CEO or designee, in consultation with the VCR.

## 2. INITIATION OF AGREEMENTS

It shall be the policy of the system to cooperate whenever possible, within the limits of its means and responsibilities, with individuals, government agencies, corporations or other outside parties in the solution of problems of mutual interest. The initiative for effecting such cooperative arrangements, including the establishment of grants-in-aid for the support of research work, may be assumed either by a member or by an outside party.

## 3. CONTROL OF RESEARCH PRODUCTS

Except as otherwise described in System Policy *17.01, Intellectual Property Management and Commercialization*, the results of investigations by, or under the direction of, the research or teaching staffs of the system during the course of their regularly assigned duties shall become the property of the system and shall be so used and controlled as to produce the greatest benefit to the public and to the system.

## 4. ADVERTISING POLICY

If the results expected from a cooperative undertaking are such that the outside party desires to use the name of the system or a member in its advertising, provisions for such use shall be included in a written agreement. Advertising referring to these results shall be so worded as not to imply the endorsement by any member or the system of a specific product or producer, and shall reflect credit upon the system, its personnel and its activities.

## 5. RELATIONSHIPS WITH DEVELOPMENT FOUNDATIONS

Relationships with development foundations and similar support organizations are described in System Policy *60.01, Relationships with Affiliated Organizations*.

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## **Related Statutes, Policies, or Requirements**

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[System Regulation 15.01.01, ~~Administration of Sponsored Agreements – Research and Other~~](#)

[System Regulation 15.01.04, Time and Effort Reporting](#)

[System Policy 15.04, Sponsored Research Services](#)

[System Regulation 15.99.01, Use of Human Subjects in Research](#)

[System Regulation 15.99.03, Ethics in Research, Scholarship and Creative Work](#)

[System Policy 17.01, Intellectual Property Management and Commercialization](#)

[System Regulation 21.05.01, Gifts, Donations, Grants and Endowments](#)



## **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 Vice Chancellor for Research  
(979) 458-6000



## 15.01 Research Agreements

Revised [February 8, 2018](#) (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).

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### Policy Statement

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This policy provides the vice chancellor for research (VCR) and the chief executive officers (CEOs) of The Texas A&M University System (system) and its respective members with a structure for conducting research and defines the VCR's, CEOs' and respective members' research-related duties and administrative responsibilities.

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### Policy

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#### 1. RESEARCH POLICY

- 1.1 The VCR shall submit for chancellor approval the process for administering sponsored research projects funded by federal, state, commercial or non-profit funds in accordance with System Policy *15.04, Sponsored Research Services*.
  - 1.1.1 Member employees will route research proposals, grants, and contracts through the member to which they are administratively located (adloc) unless the CEO of such member authorizes routing through a different member.
  - 1.1.2 When a principal investigator (PI) has one or more joint appointments with other members, the administrative location (adloc) shall serve as the indicator of the primary administrator and employer of the PI for proposal, grant, and contract administration, unless Sections 1.1.3, 1.1.4 and 1.1.5 apply.
  - 1.1.3 All research proposals, grants, and contracts originating with a lead PI who is a faculty member at Texas A&M University (Texas A&M) and adloc'd to the College of Agriculture and Life Sciences shall be routed through, approved, and administered by Texas A&M AgriLife Research (AgriLife Research). In cases where AgriLife Research is not eligible to administer the grant or contract, the grant or contract will be submitted and administered by Texas A&M. Indirect cost return for these grants and contracts will follow the respective guidelines of AgriLife Research unless AgriLife Research is not eligible to administer such grant or contract; in such case, indirect cost return will follow Texas A&M guidelines.
  - 1.1.4 All research proposals, grants, and contracts originating with a lead PI who is a faculty member at Texas A&M and adloc'd to the Dwight Look College of Engineering shall be routed through, approved, and administered by Texas A&M Engineering Experiment Station (TEES). In cases where TEES is not

eligible to administer the grant or contract, the grant or contract will be submitted and administered by Texas A&M. Indirect cost return for these grants and contracts will follow the respective guidelines of TEES unless TEES is not eligible to administer such grant or contract; in such case, indirect cost return will follow Texas A&M guidelines.

- 1.1.5 All research proposals, grants, and contracts originating with a lead PI who is a faculty member at Texas A&M and adloc'd to the College of Veterinary Medicine and Biomedical Sciences shall be routed through, approved, and administered by either AgriLife Research or Texas A&M as determined by the Dean of Veterinary Medicine and Biomedical Sciences, at the Dean's discretion as confirmed in writing. Indirect cost return for these grants and contracts will follow the respective guidelines of AgriLife Research or Texas A&M, whichever member administers such grants and contracts.
- 1.2 The procedures required by Section 1.1 will exclude the administration of research projects or research-related activities not required to be administered by SRS under Section 4, System Policy *15.04* (collectively "Excepted Research Projects or Research-Related Activities"). Each member CEO shall submit for chancellor approval guidelines for administering Excepted Research Projects or Research-Related Activities.
- 1.3 Each CEO shall assure that all research conducted is consistent with the mission of the member and the system.
- 1.4 Each CEO shall assure that all research conducted at the member complies with all applicable system, local, state and federal policies, regulations and guidelines.
- 1.5 Annually, the chancellor shall receive a report from the VCR detailing ongoing sponsored research projects and a report from each CEO detailing ongoing Excepted Research Projects or Research-Related Activities.
- 1.6 The VCR shall establish procedures to assure that sponsored projects are administered in compliance with the sponsor's applicable policies and regulations. Noncompliance with the sponsor's applicable policies and regulations shall be reported to and be resolved by the appropriate CEO or designee, in consultation with the VCR.

## 2. INITIATION OF AGREEMENTS

It shall be the policy of the system to cooperate whenever possible, within the limits of its means and responsibilities, with individuals, government agencies, corporations or other outside parties in the solution of problems of mutual interest. The initiative for effecting such cooperative arrangements, including the establishment of grants-in-aid for the support of research work, may be assumed either by a member or by an outside party.

## 3. CONTROL OF RESEARCH PRODUCTS

Except as otherwise described in System Policy *17.01, Intellectual Property Management and Commercialization*, the results of investigations by, or under the direction of, the research or teaching staffs of the system during the course of their regularly assigned duties

shall become the property of the system and shall be so used and controlled as to produce the greatest benefit to the public and to the system.

#### 4. ADVERTISING POLICY

If the results expected from a cooperative undertaking are such that the outside party desires to use the name of the system or a member in its advertising, provisions for such use shall be included in a written agreement. Advertising referring to these results shall be so worded as not to imply the endorsement by any member or the system of a specific product or producer, and shall reflect credit upon the system, its personnel and its activities.

#### 5. RELATIONSHIPS WITH DEVELOPMENT FOUNDATIONS

Relationships with development foundations and similar support organizations are described in System Policy 60.01, *Relationships with Affiliated Organizations*.

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### **Related Statutes, Policies, or Requirements**

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[System Regulation 15.01.01, Sponsored Agreements – Research and Other](#)

[System Regulation 15.01.04, Time and Effort Reporting](#)

[System Policy 15.04, Sponsored Research Services](#)

[System Regulation 15.99.01, Use of Human Subjects in Research](#)

[System Regulation 15.99.03, Ethics in Research, Scholarship and Creative Work](#)

[System Policy 17.01, Intellectual Property Management and Commercialization](#)

[System Regulation 21.05.01, Gifts, Donations, Grants and Endowments](#)

[System Policy 60.01, Relationships with Affiliated Organizations](#)

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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 Vice Chancellor for Research  
(979) 458-6000

Agenda Item No.

## AGENDA ITEM BRIEFING

**Submitted by:** Phillip Ray, Vice Chancellor for Business Affairs  
The Texas A&M University System

**Subject:** Approval of Revisions to System Policy 24.01, *Risk Management*

### **Proposed Board Action:**

Approve revisions to System Policy 24.01, *Risk Management*.

### **Background Information:**

Below is a summary of the proposed revisions.

**Section 3.6.4.** This new section on the *Programs for Minors Insurance Program* synchronizes the requirements found under System Regulation 24.01.06, *Programs for Minors*, where insurance is required for such programs. This new section creates consistency between the two documents.

**Section 3.6.5.** This new section entitled *International Travel Security and Medical Evacuation Insurance Program* requires security/medical evacuation coverage for students traveling overseas. As the A&M System's student study abroad program increases and there is an ever-increasing risk internationally, the A&M System is able to respond in an efficient manner to returning students safely home from abroad.

**Section 3.6.7.** Revised text reflects that the A&M System's Directors and Officers Liability Plan is now secured via a commercial policy rather than the A&M System's Self Insured D&O Plan. Additional revised text states each member's responsibility for the respective deductible per claim and the required premium through the commercial policy.

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

Other non-substantive revisions were made to conform to system style guidelines.

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

None.

Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**  
Office of the Vice Chancellor for Business Affairs  
December 19, 2017

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

Subject: Approval of Revisions to System Policy *24.01, Risk Management*

I recommend adoption of the following minute order:

**“The revisions to System Policy *24.01, Risk Management*, as shown in the attached exhibit, are approved, effective immediately.”**

Respectfully submitted,

Phillip Ray  
Vice Chancellor for Business Affairs

**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

## 24.01 Risk Management



~~Approved July 26, 1996 (MO 169-1996)~~  
~~Revised September 24, 1999 (MO 226-1999)~~  
~~Revised May 25, 2001 (MO 99-2000)~~  
~~Revised September 26, 2008 (MO 329-2008)~~  
~~Reviewed November 8, 2012~~  
~~Revised February 8, 2018 (MO -2018)~~  
Next Scheduled Review: ~~February 8, 2023~~~~November 8, 2017~~  
[Click to view Revision History.](#)

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### Policy SummaryStatement

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It is the objective of The Texas A&M University System (system) to manage, control and, where appropriate, reduce or eliminate risk to the end that its employees, students and visitors are protected from hazards, its financial condition is not seriously jeopardized, and its material and natural resources conserved to the maximum extent possible and practicable. This policy establishes uniform programs and approaches in addressing the risks faced by the system. These programs will provide effective ways to manage, eliminate, or transfer these risks.

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### Reason for Policy

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~~This policy establishes uniform programs and approaches in addressing the risks faced by the system. These programs will provide effective ways to manage, eliminate, or transfer these risks.~~

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### PolicyProcedures and Responsibilities

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#### 1. GENERAL

- 1.1 The system and its ~~system~~ members are exposed to risks of loss resulting from injury or death of employees, students, and the public; damage to the environment; and loss, destruction and damage to its own property and the property of others.
- 1.2 Of primary importance in all risk management programs is the protection of the health and safety of students, employees and visitors to any ~~system~~ member.
- 1.3 Strong risk management and safety programs, coupled with safety consciousness and awareness on the part of all system personnel, are of vital importance to the accomplishment of the objectives of the ~~is~~ policy ~~statement~~.

1.4 System Risk Management is responsible for the administration of a risk management program within the system. The office will oversee programs in environmental management, health and safety, workers' compensation, risk transfer, and loss prevention. In providing service to the system, System Risk Management will:

~~1.4.1~~ (a) advise and assist ~~system~~-member chief executive officers (CEOs), or their designees, in regard to managing the risk of the member;

~~1.4.2~~ (b) facilitate member environmental management and health and safety programs, and other risk management programs through such means as, but not limited to, leadership, specialized knowledge, dissemination of current information, or assistance in securing of specialized expertise or equipment;

~~1.4.3~~ (c) prepare and submit an annual report on the system's risk management programs to the ~~b~~Board of Regents (board), chancellor, and member CEOs;

~~1.4.4~~ (d) develop and provide professional training opportunities for risk management personnel utilizing system and outside expertise; and

~~1.4.5~~~~1.4.1~~ (e) consult with the ~~System~~ Office of General Counsel (OGC) on all legal issues pertaining to the administration and operation of the risk management programs.

## 2. HEALTH AND SAFETY

2.1 As provided by Executive Order GWB 95-8 (*Relating to Workplace Safety and Health of State Employees, Citizens Served, and Preservation of State Property*), the system and its members will develop and maintain a comprehensive health and safety program.

2.2 System Risk Management will provide oversight and guidance for the members' health and safety programs based on federal and state laws and agency regulations.

2.3 As part of the system's health and safety program, System Risk Management will offer assistance as necessary, including training, to foster member compliance.

2.4 ~~The~~Each CEO will implement and administer a health and safety program and will submit an annual report to System Risk Management on the status of the member's health and safety program.

2.5 The chancellor or designee may contract with external providers specializing in health and safety, who will monitor members' compliance with health and safety laws, offer recommendations to the members on how to achieve compliance and report to System Risk Management on the members' progress.

## 3. INSURABLE RISK



- 3.1 The board, as fiduciary of the assets of the system, recognizes the importance of mitigating risk that may impact the system resources. These risks can come in the form of potential loss of property, potential financial liability, and potential reputation risks.
- 3.2 The objective of this policy is to ensure that insurable risks are evaluated and coverage is secured, where applicable. Institutions of higher education may purchase insurance covering the institution and its employees against liability, risk, or exposure and covering the losses of any institutional property, utilizing funds from the institution as authorized in Chapter 51 of the Texas Education Code. In the purchase of insurance, the **system** members will benefit from leveraging the collective purchasing power of the combined members. All insurance protecting the system or its members must be purchased through System Risk Management after a risk assessment has been completed to determine both the necessity and type of coverage best suited to cover the targeted risks. There are two primary types of insurable risk:
  - 3.2.1 Insuring the physical assets against financial consequences of property loss is essential in ensuring that the mission of the system is carried out with as little interruption from property loss or damage as possible.
  - 3.2.2 Insuring against civil liability that may occur in the carrying out of the mission of the system.
- 3.3 System Risk Management is responsible for assessing the various insurable risks which face the system. This assessment will consider the potential financial consequences of the risk together with the potential likelihood of an occurrence which would result in financial consequence. Actuarial analysis **maywill** be conducted to determine the expected loss exposure, utilizing external actuarial consultants where appropriate. The assessment will consider the potential financial exposure from:
  - ~~3.3.1~~ **(a)**Physical harm to employees, students, visitors, or the general public;
  - ~~3.3.2~~ **(b)**Damage to third party property;
  - ~~3.3.3~~~~3.3.1~~ **(c)**Damage to system property;
  - ~~3.3.4~~~~3.3.2~~ **(d)**Contractual liability; and
  - ~~3.3.5~~ **(e)**Reputation risk.
- 3.4 Management of the impact of these potential risks will utilize various forms of risk avoidance and mitigation with the goal of eliminating or reducing the potential financial exposure to an acceptable level. Management of the impact of the potential financial risk will include, but is not limited to:
  - ~~3.4.1~~ **(a)**Reviewing whether the applicable risk is a consequence of the mission of the institution;
  - ~~3.4.2~~ **(b)**Mitigation of the exposure through proper oversight and procedures;

~~3.4.3~~ (c) Use of waivers and releases developed by ~~the Office of General Counsel~~ OGC);

~~3.4.4~~ (d) Coverage of any potential exposure through insurance requirements on third parties utilizing system facilities or programs, and;

~~3.4.5~~ (e) Retention or transfer of the remaining loss exposure.

3.5 System Risk Management will make recommendation on the most appropriate manner in which to receive proper coverage of the loss exposure. The loss exposure may be covered through retention by the ~~system~~-member, a shared risk plan, risk transfer through commercial insurance coverage, or some combination thereof. Recommendations will be based on:

3.5.1 Financial ability of the ~~system~~-member to retain the exposure and/or meet the deductible obligations for the insurable risk will be determined by the ~~system~~ member chief financial officer (CFO), and confirmed by the system. Unrestricted assets committed to funding insurable exposures will be moved to restricted reserves at the ~~system~~-member level.

3.5.2 In determining the decision to retain or transfer the exposure, the likelihood and severity of the potential loss exposure will be evaluated along with an analysis of economic trade off of current premium paid versus expected loss.

3.5.3 Loss exposure from an insurable risk will be covered at the individual ~~system~~ member level if dictated by the uniqueness of the respective risk to the ~~system~~ member.

3.5.4 Inherent in the shared risk plans covering multiple ~~system~~-members ~~of the system~~ is the sharing of risk through the loss history, exposure profile, mitigation programs, and deductible thresholds of the ~~system~~-members. Agreements must be in place detailing the rights, responsibilities, and financial obligations of the insurable risk plan participants. For all programs where an insurable risk plan is implemented, the following requirements will be met:

3.5.4.1 System Risk Management will develop plan documents, subject to ~~system~~-member approval, detailing the covenants which will govern the shared risk plan to include applicable coverage, definition of loss, premium allocation, and shared risk retention funding where applicable.

3.5.4.2 Premium allocation and shared risk retention funding will be determined by evaluating the risk profile of each ~~system~~-member and by working with insurance underwriters to identify risks which impact the premium charged to the system. All risk sharing will ensure that each ~~system~~-member's participation is equitable to the risk that it brings to the plan.

- 3.5.4.3 In the event of a loss, any obligations placed on the ~~system~~-members by the covenants will be the liability of that respective ~~system~~-member and will continue even if participation in the risk sharing program ceases.
- 3.5.4.4 ~~System-m~~Member CFOs will be required to provide an annual certification of inventory or programs covered by the respective risk sharing plan and execute an annual participation agreement agreeing to the covenants of the risk sharing plan.

3.6 System Risk Management is responsible for applying the processes in this policy to the various insurable risks of the system. ~~All system~~-members are to participate in the following programs as required by the board unless sufficient assets have been designated as restricted reserves to cover the insurable risks in accordance with Section 5.1 of this policy:

3.6.1 Facilities Insurance Plan

The System Facilities Insurance Plan will provide coverage for both Auxiliary and Educational and General Facilities, and related furnishings, of the system. Coverage will be secured on a replacement cost policy which will provide for the repair or reconstruction of covered facilities with like-kind construction.

3.6.2 Automobile Insurance Program

Coverage for liability arising out of the operation of automobiles or motor driven equipment will be covered up to the liability limits of the Texas Tort Claims Act. Coverage will be applicable for all vehicles and scheduled motor driven equipment submitted by the CFO, or ~~their~~-designee, to System Risk Management. Comprehensive coverage of insured vehicles will be evaluated annually to determine if damage to owned automobiles should be retained or insured commercially.

3.6.3 Medical Malpractice

The system will secure malpractice coverage for potential liability that may occur as a result of ~~system~~-members (1) providing medical and counseling care to students and the general public, and (2) providing educational opportunities to medical, nursing and dental students.

3.6.4 Programs for Minors Insurance Program

The system will secure a commercial general liability and accident medical insurance program for use by members as outlined in System Regulation 24.01.06, Programs for Minors.

3.6.5 International Travel Security and Medical Evacuation Insurance Program

An international security and medical evacuation insurance program will be secured to provide security and medical evacuation insurance for students traveling overseas who are participating in educational opportunities.

### 3.6.4.3.6.6 Workers Compensation Insurance

3.6.4.13.6.6.1 State of Texas Labor Code, Section 502, authorizes the system to administer the Workers Compensation Insurance Program (WCI Program) to provide reasonable and necessary medical coverage and disability payments to employees who sustain injuries or occupational disease in the course and scope of their employment.

3.6.4.23.6.6.2 ~~System m~~Members are responsible for compliance with state WCI regulations for employers and procedures instituted by System Risk Management for the administration of the WCI Program.

3.6.4.33.6.6.3 The WCI Program will be operated as a fully funded plan, covering not only the current year expenses but the total cost of the claim. Minimum funding level must be sufficient to cover current year expenses and the Incurred ~~b~~But ~~n~~Not Reported ~~r~~Reserve requirement with the maximum reserve set by Section 502 of the Labor Code. The Incurred ~~b~~But ~~n~~Not Reported ~~r~~Reserve will be determined through an annual actuarial review conducted by an external actuarial firm.

### 3.6.7 Directors and Officers Liability Plan

The system provides coverage for Directors and Officers (D&O) Liability through a commercial insurance program. Each member is responsible for the respective deductible per claim and is required to pay a premium.

### 3.6.5.3.6.8 Group Health Plans

The system will make group health plan benefits available to its employees, retirees and their dependents in accordance with Chapter 1601 of the Texas Insurance Code. The system fulfills this requirement by allowing enrollment in either a self-insured plan available to all employees and retirees or one of several fully insured HMO plans. The cost of these plans is funded by employer contributions from the ~~S~~state or ~~system~~-member, or a combined employer and employee contribution.

System Benefits Administration is responsible for administration of the health benefit plans as well as the rules and procedures relating to enrollment and eligibility.

For the fully insured HMO plans, ~~the~~System Benefits Administration ~~Office~~-will determine the minimum standard benefit and solicit RFP responses from fully insured HMO plans registered in the ~~S~~state of Texas. For the self-insured plan, ~~the-System~~ Benefits Administration-~~Office~~ will research and recommend plan design changes for the approval of ~~the~~ system CFO-, taking into consideration the financial performance of the plan, state and federally mandated changes, industry trends, and input from the System Employee Benefits ~~s~~ Advisory Committee.

System Risk Management will maintain financial reports and statistics for the plan and coordinate the annual actuarial pricing and determination of the change in the Incurred But Not Reported Reserve by an external actuarial firm. The self-insured plan assumes the risk if the plan should experience a loss. Protection from catastrophic loss will be provided through a commercial stop loss policy and/or sufficient plan reserves as determined by the actuarial review and approved by the system CFO.

### ~~3.6.6 Directors and Officers Liability Plan~~

~~The system provides coverage for Directors and Officers (D&O) Liability through the system Self Insured D&O Plan. Each system member is responsible for funding all claims up to the liability limit set by the Texas Tort Claims Act. D&O Plan payments made in excess of the liability limit will be repaid to the plan over the subsequent five years by the system member incurring the loss.~~

## 4. ENVIRONMENT

- 4.1 In line with ~~our~~the system's historical mission of environmental education, research and extension, ~~our~~the system's goals as servant leaders ~~is~~are to ensure system-wide protection of assets, respect for the health and safety of individuals, strict accountability for the resources entrusted to the system and integrity throughout the organization. In so doing, ~~we~~the system will take an aggressive approach to being exemplary environmental stewards.
- 4.2 It is the objective of the system that ~~the~~our operations and persons associated with ~~our~~these operations shall cultivate environmental performance and model good practices wherever ~~our~~the system's facilities and activities interface with the natural and built environments. The scope of these practices shall encompass, but is not limited to, providing clean and safe settings for learning and inquiry, factoring the environment into ~~our~~the system's planning, acquisitions, designs, construction, operations, maintenance and activities, creating learning opportunities for ~~our~~the system's campus communities, conserving renewable and natural resources, preventing pollution and fostering compliance with applicable environmental laws.
- 4.3 The system and its members shall realize this environmental policy by means of environmental management systems (EMS) that identify significant environmental interfaces and manage these on a priority basis with appropriate resources within the context of ~~our~~the system's mission. Each EMS shall be based on the performance cycle as outlined below.

### **EMS Performance Cycle**

The EMS performance cycle shall consist of four core functions that provide the framework for managing existing activities and any new activity that could potentially affect the environment.

**Plan** – The *planning* process shall define objectives and performance requirements, establish controls, and select and develop personnel. It shall include defining the scope of the activity and identifying and analyzing the associated environmental interfaces, potential impacts and regulatory requirements.

**Act** – The *action* process shall consist of performing the planned activity within established controls. It shall provide resources, training, and communication to fulfill the plan, and it shall include implementing operational controls to prevent or mitigate environmental impacts and to comply with applicable regulations and procedures.

**Verify** – The *verification* process shall measure and assess results and progress and take corrective actions. It shall include monitoring or measurement of environmental performance, assessment of the adequacy of controls and opportunities for improvement and performance of corrective actions as needed.

**Adjust** – The *adjustment* process shall review and adjust the systems as necessary to achieve intended results without unacceptable environmental impacts. It shall include management reviews of activities and outcomes and communication of review findings and recommendations to activity planners who then continue the EMS performance cycle.

4.4 The system policy on the environment applies to and must be clearly communicated to all members of the system community and its contractors. Responsibilities for communicating and implementing this policy are as follow.

4.4.1 The chancellor is responsible for implementing this ~~E~~environmental ~~P~~policy with the objective of achieving affirmative ~~EMS~~~~environmental management systems~~ throughout the system.

4.4.2 The chancellor and each member CEO shall affirmatively endorse this environmental policy, designate a person responsible to be the contact for environmental matters, designate environmental liaisons for key departments and implement the policy through developing and administering an ~~EMS~~~~environmental management system~~ and conducting other environmental activities as appropriate. The chancellor and CEOs shall also establish an advisory council to guide and assess policy implementation.

4.4.3 System Risk Management shall guide members to establish, implement and update environmental controls, consisting of short-term and long-term environmental objectives with specific targets that can measurably indicate performance.

4.4.4 System Risk Management shall (a) implement a ~~s~~System ~~e~~Offices EMS, (b) act as facilitator for each member EMS, offering oversight and guidance, and (c) offer other environmental support services to the system and its members as necessary.

4.4.5 The CEO shall submit an annual report to System Risk Management on the status of ~~the~~~~each~~ member's EMS and environmental activities, including measured progress toward achieving environmental objectives and targets. System Risk Management shall assess member reports and include a summary report in the annual risk management report.

## Related Statutes, Policies, or Requirements

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[Executive Order GWB 95-8, \*Relating to Workplace Safety and Health of State Employees, Citizens Served, and Preservation of State Property\*](#)

[Tex. Educ. Code § 51.966](#)

[Texas Tort Claims Act, Tex. Civ. Prac. & Rem. Code, Chapter 101](#)

[Tex. Lab. Code, Chapter 502](#)

[Tex. Ins. Code, Ch. 1601](#)

[System Policy 51.01, \*Capital Planning\*](#)

[System Regulation 24.01.06, \*Programs for Minors\*](#)

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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 Office of Risk Management ~~and Benefits Administration~~  
(979) 458-6330



## 24.01 Risk Management

Revised [February 8, 2018](#) (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).

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### Policy Summary

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It is the objective of The Texas A&M University System (system) to manage, control and, where appropriate, reduce or eliminate risk to the end that its employees, students and visitors are protected from hazards, its financial condition is not seriously jeopardized, and its material and natural resources conserved to the maximum extent possible and practicable. This policy establishes uniform programs and approaches in addressing the risks faced by the system. These programs will provide effective ways to manage, eliminate, or transfer these risks.

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### Policy

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#### 1. GENERAL

- 1.1 The system and its members are exposed to risks of loss resulting from injury or death of employees, students and the public; damage to the environment; and loss, destruction and damage to its own property and the property of others.
- 1.2 Of primary importance in all risk management programs is the protection of the health and safety of students, employees and visitors to any member.
- 1.3 Strong risk management and safety programs, coupled with safety consciousness and awareness on the part of all system personnel, are of vital importance to the accomplishment of the objectives of this policy.
- 1.4 System Risk Management is responsible for the administration of a risk management program within the system. The office will oversee programs in environmental management, health and safety, workers' compensation, risk transfer, and loss prevention. In providing service to the system, System Risk Management will:
  - (a) advise and assist member chief executive officers (CEOs), or their designees, in regard to managing the risk of the member;
  - (b) facilitate member environmental management and health and safety programs, and other risk management programs through such means as, but not limited to, leadership, specialized knowledge, dissemination of current information, or assistance in securing of specialized expertise or equipment;



- (c) prepare and submit an annual report on the system's risk management programs to the Board of Regents (board), chancellor and member CEOs;
- (d) develop and provide professional training opportunities for risk management personnel utilizing system and outside expertise; and
- (e) consult with the System Office of General Counsel (OGC) on all legal issues pertaining to the administration and operation of the risk management programs.

## 2. HEALTH AND SAFETY

- 2.1 As provided by Executive Order GWB 95-8 (*Relating to Workplace Safety and Health of State Employees, Citizens Served, and Preservation of State Property*), the system and its members will develop and maintain a comprehensive health and safety program.
- 2.2 System Risk Management will provide oversight and guidance for the members' health and safety programs based on federal and state laws and agency regulations.
- 2.3 As part of the system's health and safety program, System Risk Management will offer assistance as necessary, including training, to foster member compliance.
- 2.4 Each CEO will implement and administer a health and safety program and will submit an annual report to System Risk Management on the status of the member's health and safety program.
- 2.5 The chancellor or designee may contract with external providers specializing in health and safety, who will monitor members' compliance with health and safety laws, offer recommendations to the members on how to achieve compliance and report to System Risk Management on the members' progress.

## 3. INSURABLE RISK

- 3.1 The board, as fiduciary of the assets of the system, recognizes the importance of mitigating risk that may impact the system resources. These risks can come in the form of potential loss of property, potential financial liability, and potential reputation risks.
- 3.2 The objective of this policy is to ensure that insurable risks are evaluated and coverage is secured, where applicable. Institutions of higher education may purchase insurance covering the institution and its employees against liability, risk, or exposure and covering the losses of any institutional property, utilizing funds from the institution as authorized in Chapter 51 of the Texas Education Code. In the purchase of insurance, the members will benefit from leveraging the collective purchasing power of the combined members. All insurance protecting the system or its members must be purchased through System Risk Management after a risk assessment has been completed to determine both the necessity and type of coverage best suited to cover the targeted risks. There are two primary types of insurable risk:
  - 3.2.1 Insuring the physical assets against financial consequences of property loss is essential in ensuring that the mission of the system is carried out with as little interruption from property loss or damage as possible.

- 3.2.2 Insuring against civil liability that may occur in the carrying out of the mission of the system.
- 3.3 System Risk Management is responsible for assessing the various insurable risks which face the system. This assessment will consider the potential financial consequences of the risk together with the potential likelihood of an occurrence which would result in financial consequence. Actuarial analysis may be conducted to determine the expected loss exposure, utilizing external actuarial consultants where appropriate. The assessment will consider the potential financial exposure from:
- (a) Physical harm to employees, students, visitors, or the general public;
  - (b) Damage to third party property;
  - (c) Damage to system property;
  - (d) Contractual liability; and
  - (e) Reputation risk.
- 3.4 Management of the impact of these potential risks will utilize various forms of risk avoidance and mitigation with the goal of eliminating or reducing the potential financial exposure to an acceptable level. Management of the impact of the potential financial risk will include, but is not limited to:
- (a) Reviewing whether the applicable risk is a consequence of the mission of the institution;
  - (b) Mitigation of the exposure through proper oversight and procedures;
  - (c) Use of waivers and releases developed by OGC);
  - (d) Coverage of any potential exposure through insurance requirements on third parties utilizing system facilities or programs, and;
  - (d) Retention or transfer of the remaining loss exposure.
- 3.5 System Risk Management will make recommendation on the most appropriate manner in which to receive proper coverage of the loss exposure. The loss exposure may be covered through retention by the member, a shared risk plan, risk transfer through commercial insurance coverage, or some combination thereof. Recommendations will be based on:
- 3.5.1 Financial ability of the member to retain the exposure and/or meet the deductible obligations for the insurable risk will be determined by the member chief financial officer (CFO) and confirmed by the system. Unrestricted assets committed to funding insurable exposures will be moved to restricted reserves at the member level.
  - 3.5.2 In determining the decision to retain or transfer the exposure, the likelihood and severity of the potential loss exposure will be evaluated along with an analysis of economic trade off of current premium paid versus expected loss.

- 3.5.3 Loss exposure from an insurable risk will be covered at the individual member level if dictated by the uniqueness of the respective risk to the member.
- 3.5.4 Inherent in the shared risk plans covering multiple members is the sharing of risk through the loss history, exposure profile, mitigation programs, and deductible thresholds of the members. Agreements must be in place detailing the rights, responsibilities and financial obligations of the insurable risk plan participants. or all programs where an insurable risk plan is implemented, the following requirements will be met:
- 3.5.4.1 System Risk Management will develop plan documents, subject to member approval, detailing the covenants which will govern the shared risk plan to include applicable coverage, definition of loss, premium allocation, and shared risk retention funding where applicable.
  - 3.5.4.2 Premium allocation and shared risk retention funding will be determined by evaluating the risk profile of each member and by working with insurance underwriters to identify risks which impact the premium charged to the system. All risk sharing will ensure that each member's participation is equitable to the risk that it brings to the plan.
  - 3.5.4.3 In the event of a loss, any obligations placed on the members by the covenants will be the liability of that respective member and will continue even if participation in the risk sharing program ceases.
  - 3.5.4.4 Member CFOs will be required to provide an annual certification of inventory or programs covered by the respective risk sharing plan and execute an annual participation agreement agreeing to the covenants of the risk sharing plan.
- 3.6 System Risk Management is responsible for applying the processes in this policy to the various insurable risks of the system. All members are to participate in the following programs as required by the board unless sufficient assets have been designated as restricted reserves to cover the insurable risks in accordance with Section 5.1 of this policy:
- 3.6.1 Facilities Insurance Plan

The System Facilities Insurance Plan will provide coverage for both Auxiliary and Educational and General Facilities, and related furnishings, of the system. Coverage will be secured on a replacement cost policy which will provide for the repair or reconstruction of covered facilities with like-kind construction.
  - 3.6.2 Automobile Insurance Program

Coverage for liability arising out of the operation of automobiles or motor driven equipment will be covered up to the liability limits of the Texas Tort Claims Act. Coverage will be applicable for all vehicles and scheduled motor driven equipment submitted by the CFO or designee to System Risk Management. Comprehensive coverage of insured vehicles will be evaluated

annually to determine if damage to owned automobiles should be retained or insured commercially.

### 3.6.3 Medical Malpractice

The system will secure malpractice coverage for potential liability that may occur as a result of members (1) providing medical and counseling care to students and the general public, and (2) providing educational opportunities to medical, nursing and dental students.

### 3.6.4 Programs for Minors Insurance Program

The system will secure a commercial general liability and accident medical insurance program for use by members as outlined in System Regulation 24.01.06, *Programs for Minors*.

### 3.6.5 International Travel Security and Medical Evacuation Insurance Program

An international security and medical evacuation insurance program will be secured to provide security and medical evacuation insurance for students traveling overseas who are participating in educational opportunities.

### 3.6.6 Workers Compensation Insurance

3.6.6.1 State of Texas Labor Code, Section 502, authorizes the system to administer the Workers Compensation Insurance Program (WCI Program) to provide reasonable and necessary medical coverage and disability payments to employees who sustain injuries or occupational disease in the course and scope of their employment.

3.6.6.2 Members are responsible for compliance with state WCI regulations for employers and procedures instituted by System Risk Management for the administration of the WCI Program.

3.6.6.3 The WCI Program will be operated as a fully funded plan, covering not only the current year expenses but the total cost of the claim. Minimum funding level must be sufficient to cover current year expenses and the Incurred But Not Reported Reserve requirement with the maximum reserve set by Section 502 of the Labor Code. The Incurred But Not Reported Reserve will be determined through an annual actuarial review conducted by an external actuarial firm.

### 3.6.7 Directors and Officers Liability Plan

The system provides coverage for Directors and Officers (D&O) Liability through a commercial insurance program. Each member is responsible for the respective deductible per claim and is required to pay a premium.

### 3.6.8 Group Health Plans

The system will make group health plan benefits available to its employees, retirees and their dependents in accordance with Chapter 1601 of the Texas Insurance Code. The system fulfills this requirement by allowing enrollment in either a self-insured plan available to all employees and retirees or one of several fully insured HMO plans. The cost of these plans is funded by employer contributions from the state or member, or a combined employer and employee contribution.

System Benefits Administration is responsible for administration of the health benefit plans as well as the rules and procedures relating to enrollment and eligibility.

For the fully insured HMO plans, System Benefits Administration will determine the minimum standard benefit and solicit RFP responses from fully insured HMO plans registered in the state of Texas. For the self-insured plan, System Benefits Administration will research and recommend plan design changes for the approval of the system CFO, taking into consideration the financial performance of the plan, state and federally mandated changes, industry trends, and input from the System Employee Benefits Advisory Committee.

System Risk Management will maintain financial reports and statistics for the plan and coordinate the annual actuarial pricing and determination of the change in the Incurred But Not Reported Reserve by an external actuarial firm. The self-insured plan assumes the risk if the plan should experience a loss. Protection from catastrophic loss will be provided through a commercial stop loss policy and/or sufficient plan reserves as determined by the actuarial review and approved by the system CFO.

## 4. ENVIRONMENT

- 4.1 In line with the system's historical mission of environmental education, research and extension, the system's goals as servant leaders is to ensure systemwide protection of assets, respect for the health and safety of individuals, strict accountability for the resources entrusted to the system and integrity throughout the organization. In so doing, the system will take an aggressive approach to being exemplary environmental stewards.
- 4.2 It is the objective of the system that the operations and persons associated with these operations shall cultivate environmental performance and model good practices wherever the system's facilities and activities interface with the natural and built environments. The scope of these practices shall encompass, but is not limited to, providing clean and safe settings for learning and inquiry, factoring the environment into the system's planning, acquisitions, designs, construction, operations, maintenance and activities, creating learning opportunities for the system's campus communities, conserving renewable and natural resources, preventing pollution and fostering compliance with applicable environmental laws.
- 4.3 The system and its members shall realize this environmental policy by means of environmental management systems (EMS) that identify significant environmental

interfaces and manage these on a priority basis with appropriate resources within the context of the system's mission. Each EMS shall be based on the performance cycle as outlined below.

### **EMS Performance Cycle**

The EMS performance cycle shall consist of four core functions that provide the framework for managing existing activities and any new activity that could potentially affect the environment.

**Plan** – The *planning* process shall define objectives and performance requirements, establish controls, and select and develop personnel. It shall include defining the scope of the activity and identifying and analyzing the associated environmental interfaces, potential impacts and regulatory requirements.

**Act** – The *action* process shall consist of performing the planned activity within established controls. It shall provide resources, training and communication to fulfill the plan, and it shall include implementing operational controls to prevent or mitigate environmental impacts and to comply with applicable regulations and procedures.

**Verify** – The *verification* process shall measure and assess results and progress and take corrective actions. It shall include monitoring or measurement of environmental performance, assessment of the adequacy of controls and opportunities for improvement and performance of corrective actions as needed.

**Adjust** – The *adjustment* process shall review and adjust the systems as necessary to achieve intended results without unacceptable environmental impacts. It shall include management reviews of activities and outcomes and communication of review findings and recommendations to activity planners who then continue the EMS performance cycle.

4.4 The system policy on the environment applies to and must be clearly communicated to all members of the system community and its contractors. Responsibilities for communicating and implementing this policy are as follow.

4.4.1 The chancellor is responsible for implementing this environmental policy with the objective of achieving affirmative EMS throughout the system.

4.4.2 The chancellor and each member CEO shall affirmatively endorse this environmental policy, designate a person responsible to be the contact for environmental matters, designate environmental liaisons for key departments and implement the policy through developing and administering an EMS and conducting other environmental activities as appropriate. The chancellor and CEOs shall also establish an advisory council to guide and assess policy implementation.

4.4.3 System Risk Management shall guide members to establish, implement and update environmental controls, consisting of short-term and long-term environmental objectives with specific targets that can measurably indicate performance.

- 4.4.4 System Risk Management shall (a) implement a System Offices EMS, (b) act as facilitator for each member EMS, offering oversight and guidance, and (c) offer other environmental support services to the system and its members as necessary.
- 4.4.5 The CEO shall submit an annual report to System Risk Management on the status of each member's EMS and environmental activities, including measured progress toward achieving environmental objectives and targets. System Risk Management shall assess member reports and include a summary report in the annual risk management report.

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## **Related Statutes, Policies, or Requirements**

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[Executive Order GWB 95-8, \*Relating to Workplace Safety and Health of State Employees, Citizens Served, and Preservation of State Property\*](#)

[Tex. Educ. Code § 51.966](#)

[Texas Tort Claims Act, Tex. Civ. Prac. & Rem. Code, Chapter 101](#)

[Tex. Lab. Code, Chapter 502](#)

[Tex. Ins. Code, Ch. 1601](#)

[System Policy 51.01, \*Capital Planning\*](#)

System Regulation [24.01.06, \*Programs for Minors\*](#)

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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 Office of Risk Management  
(979) 458-6330

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 *41.01, Real Property*

### **Proposed Board Action:**

Approve revisions to System Policy *41.01, Real Property*.

### **Background Information:**

Proposed revisions include the following:

**Section 3.** To allow for greater efficiency, revisions are proposed to give the chancellor the authority to approve dispositions of fee title to undivided surface real property interests and real property valued at \$250,000 or less, rather than requiring all surface dispositions to go to the Board for approval.

**Section 4.3.** New text is added to clarify the definition of “term” to include only the outstanding obligatory period for determining the authority to execute amendments, and not the time period for which the lease term has already been completed or satisfied.

**Section 5.2.** Revisions remove the drilling requirement during the primary term of an oil and gas lease. A drilling requirement during the primary term of an oil and gas lease is unnecessary since the lease would terminate at the end of the primary term if the lessee did not commence drilling during the primary term (regardless of whether or not the lease had a drilling requirement during the primary term).

**Section 7.** Revised text incorporates the notion of “fair value” for purchases/sales of real property and clarifies that the Texas Higher Education Coordinating Board (THECB) rules may not apply. The THECB’s role and rules are in flux and the revision gives the System Real Estate Office the flexibility to not have to change the policy every two years when the Legislature meets and changes the THECB’s roles.

**Section 10.** Revised text limits quarterly reporting to the Board to acquisitions exceeding \$500,000 (instead of all acquisitions) and to leases from third parties where total consideration payable exceeds \$500,000 (instead of \$300,000).

In the continuing efforts of the System Policy Office to clarify and simplify policies, two non-substantive stylistic revisions are proposed to the existing template. The **Policy Statement** and **Reason for Policy** sections are being combined into a new **Policy Summary** section. In addition, the **Procedures and Responsibilities** section is retitled **Policy**.

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

None.



Agenda Item No.

**THE TEXAS A&M UNIVERSITY SYSTEM**

Office of General Counsel

December 14, 2017

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

Subject: Approval of Revisions to System Policy *41.01, Real Property*

I recommend adoption of the following minute order:

**“The revisions to System Policy *41.01, Real Property*, as shown in the attached 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

## 41.01 Real Property

~~Approved February 27, 1995 (MO 44-95)~~  
~~Revised September 1, 1995 (MO 286-95)~~  
~~Revised September 26, 1997 (MO 181-97)~~  
~~Revised January 27, 2000 (MO 23-2000)~~  
~~Revised March 26, 2004 (MO 29-2004)~~  
~~Revised October 28, 2005 (MO 199-2005)~~  
~~Approved December 5, 2008 (MO 395-2008)~~  
~~Revised September 25, 2009 (MO 215-2009)~~  
~~Revised May 4, 2012 (MO 086-2012)~~  
~~Revised February 8, 2018 (MO -2018)~~  
Next Scheduled Review: ~~February 8, 2023~~~~May 4, 2017~~  
[Click to view Revision History.](#)



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### Policy Summary Statement

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The Board of Regents (board) of The Texas A&M University System (system) shall have the sole and exclusive management and control of all real property and real property interests. All real property, including leasehold and mineral interests, shall be held in the name of the board.

### ~~Reason for Policy~~

This policy governs the acquisition, disposal, management and leasing of real property.

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### Policy Procedures and Responsibilities

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#### 1. GENERAL PROVISIONS

- 1.1 Delegation of Authority. Except as otherwise provided in this policy, the board delegates to the chancellor authority to manage and maintain all real property owned or controlled by the board. The chancellor is granted authority to execute and deliver, on behalf of the board, all contracts, agreements, closing documents, deeds, assignments, leases, easements, permits, licenses, listing agreements, division orders and all other documents necessary to carry out the powers granted to the chancellor by this policy, and to perform other specific real property transactions authorized by the board.

Any authority delegated to the chancellor in this policy may be further delegated by the chancellor in writing.

1.2 Responsibility for Care, Maintenance and Safekeeping. The chancellor is responsible for ensuring the care, maintenance and safekeeping of all real property. The chancellor may delegate these responsibilities to member chief executive officers (CEOs) or an employee or department of the member. Any such delegations must be in writing.

1.3 Regulations. The chancellor shall establish regulations implementing this policy.

## 2. ACQUISITION OF REAL PROPERTY

2.1 Except as provided in Sections 2.2 and 2.3, all acquisitions of real property, including through the power of eminent domain under Section 85.32 of the *Texas Education Code*, must be approved by the board.

2.2 Following a due diligence review by the System Real Estate Office (SREO), gifts and bequests of real property, including mineral interests, may be accepted by a member CEO on behalf of the board in accordance with System Policy *21.05, Gifts, Donations, Grants and Endowments*, and this policy. Unless waived by the System Office of General Counsel (OGC):

- (a) the due diligence review must include an environmental site assessment, a survey, a property condition inspection and an examination of title; and
- (b) an owner's policy of title insurance covering the real property gift or bequest must be obtained in an amount determined by the SREO.

2.3 The chancellor shall have authority to approve acquisitions, other than through the power of eminent domain, in which the consideration payable by the system or its member, exclusive of closing costs, is \$1,000,000 or less.

## 3. DISPOSITION OF REAL PROPERTY

Except for dispositions of fee title to undivided surface real property interests and real property valued at \$250,000 or less which the chancellor shall have authority to approve, All other dispositions of fee title to real property must be approved by the board.

## 4. LEASE OF REAL PROPERTY

4.1 All leases of real property to third parties having a term that exceeds five (5) years must be approved by the board. Renewal periods that may be exercised in the sole discretion of the third-party tenant shall be included in computing the term of the lease. The chancellor is delegated authority to approve all other leases of real property to third parties.

4.2 All leases of real property from third parties for the benefit of the system or a member must be approved by the board if **either**

- (a) the term of the lease, including renewal periods, exceeds ten (10) years; or
- (b) the total consideration payable by the system or member for the term of the lease, including renewal periods, exceeds \$1,000,000.

The chancellor is delegated authority to approve all other leases of real property from third parties. The term “total consideration” shall mean all rent, tenant improvement costs and other expenses payable by the system or a member, the amounts of which can be determined at the inception of the lease term, including base rent, security deposits and common area maintenance and other charges, but excluding the costs of insurance, taxes and maintenance under a “triple net” lease and rent escalations, unless the amount of those costs and/or rent escalations can be determined at the inception of the lease.

4.3 In the case of a lease amendment, modification or extension, “term” shall mean only the period of time from the commencement date of the lease amendment, modification or extension going forward, and not the time period for which the lease term has already been completed or satisfied.

## 5. MINERAL LEASES

5.1 Process. Real property may be leased for oil, gas, sulphur, mineral ore and other mineral development by public auction, sealed bid or negotiated agreement.

5.2 Delegation. The board delegates to the chancellor authority to approve mineral leases having:

- (a) a primary term of three (3) years or less; and
- (b) a royalty of at least 25% ; and
- ~~(c) a drilling requirement during the primary term.~~

The board also delegates to the chancellor authority to approve those mineral leases in which the board does not own or control the executive rights.

All other mineral leases must be approved by the board.

## 6. EASEMENTS

6.1 Granting of Easements. The board must approve easements on real property granted for highway or roadway purposes having an indefinite term. The chancellor shall have authority to approve all other easements over, across or under real property, provided that the term of the easement does not exceed ~~ten (10)~~ years. The chancellor shall periodically publish a schedule of fees to be charged for easements over, across or under real property. The chancellor shall have the right, in the public interest, to waive fees for easements granted to governmental entities. Easements on real property may not exceed ~~ten (10)~~ years, except those granted for highway or roadway purposes which may be indefinite.

6.2 Easements from Third Parties. The board must approve easements over, across or under real property owned by third parties and benefiting the system or a member if the consideration payable to the third party exceeds \$300,000.

6.3 Conservation Easements. Neither the system nor a member shall be the holder of a conservation easement as defined in Section 183.001 of the *Texas Natural Resources Code* without first obtaining approval of the board.

## 7. PURCHASE/SALES PRICE AND APPRAISALS

~~In order to insure the system receives fair value, aAcquisitions and dispositions of title to real property must be supported by one or more current independent appraisals, market studies, and/or other reasonable documentation of value as determined by the SREO and appraisal reports in accordance with the rules of the Texas Higher Education Coordinating Board, if applicable. All transfers of fee title to real property must be supported by an appraisal prepared in accordance with regulations promulgated by the chancellor.~~

## 8. INCOME FROM REAL PROPERTY

8.1 Revenues from Real Property Acquired Other Than by Gift or Bequest. Unless otherwise directed by the board, by law or by an intrasystem agreement between or among members, and except as set forth in Sections 8.2 and 8.3, all sale proceeds, rents, fees and other income from the sale, lease or use of real property, and all surface damages paid by mineral lessees (other than damages to crops or other property of a tenant) shall be credited to the account of the member to which the property has been assigned.

8.2 Revenues from Real Property Acquired by Gift or Bequest. Unless otherwise directed by the donor, all sale proceeds, rents, fees, royalties, bonuses, damage recoveries and other income from the sale, lease or use of real property or mineral interests acquired by gift or bequest, shall be credited to the account of the member designated as the donee of the gift or bequest; provided that, if the board or the system is designated as the donee, the board shall determine the disposition of all revenues.

8.3 Mineral Revenues from State Land. In accordance with Section 85.70 of the *Texas Education Code*:

8.3.1 Except as provided in Section 8.3.2, all income received from mineral leases on real property that was acquired by any means other than gift or bequest will be deposited into The Texas A&M University System Special Mineral Investment Fund. Income from this fund shall be deposited to the credit of The Texas A&M University System Special Mineral Income Fund and is appropriated by the legislature exclusively for the system and expended under the direction of the board for the general use of any member.

8.3.2 All income received from mineral leases on real property that was acquired for the use of Texas A&M University-Kingsville and its divisions will be deposited into the Texas A&M University-Kingsville Special Mineral Investment Fund to be used exclusively for Texas A&M University-Kingsville and its branches and divisions.

## 9. PRIVATIZED HOUSING

Unless waived by the chancellor, prior to submitting a student housing construction project to the board for approval as a system project, a member must undertake a procurement process to identify a potential private partner/developer to design, construct and operate the project under a ground lease. All privatized student housing ground leases must be prepared or reviewed and approved by the OGC for legal sufficiency.

## 10. REPORTING

The chancellor shall report to the board on a quarterly basis (1) all acquisitions approved by the chancellor or designee under the authority of Section 2.3 ~~of this policy in which the purchase price payable by the system or member exceeds \$500,000~~ and (2) all leases of real property from third parties approved by the chancellor or designee under the authority of Section 4.2 ~~of this policy~~ in which the total consideration payable by the system or member exceeds \$~~3~~500,000.

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## **Related Statutes, Policies, or Requirements**

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[Tex. Educ. Code § 85.25](#)

[Tex. Educ. Code § 85.26](#)

[Tex. Educ. Code § 85.32](#)

[Tex. Educ. Code § 85.51](#)

[Tex. Educ. Code § 85.70](#)

[Tex. Nat. Res. Code § 183.001](#)

[19 Tex. Admin. Code Ch. 17](#)

[System Policy 21.05, Gifts, Donations, Grants and Endowments](#)

The December 2008 version of this system policy supersedes:

System Policy 41.01, *Real Property Gift and Bequest Acceptance*

System Policy 41.02, *Real Property Purchase*

System Policy 41.03, *Real Property Condemnation*

System Policy 41.04, *Real Property Classification*

System Policy 41.05, *Real Property Management Policy*

System Policy 41.06, *Mineral Lease Property*

System Policy 41.07, *Real Property Disposition*

System Policy 41.08, *Administration of Real Estate Office*

System Policy 41.09, *Privatization of On-Campus Housing Facilities by Third Parties*

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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 Real Estate Office  
(979) 458-6350



## 41.01 Real Property

Revised [February 8, 2018](#) (MO -2018)  
Next Scheduled Review: February 8, 2023  
Click to view [Revision History](#).

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### Policy Summary

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The Board of Regents (board) of The Texas A&M University System (system) shall have the sole and exclusive management and control of all real property and real property interests. All real property, including leasehold and mineral interests, shall be held in the name of the board. This policy governs the acquisition, disposal, management and leasing of real property.

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### Policy

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#### 1. GENERAL PROVISIONS

- 1.1 Delegation of Authority. Except as otherwise provided in this policy, the board delegates to the chancellor authority to manage and maintain all real property owned or controlled by the board. The chancellor is granted authority to execute and deliver, on behalf of the board, all contracts, agreements, closing documents, deeds, assignments, leases, easements, permits, licenses, listing agreements, division orders and all other documents necessary to carry out the powers granted to the chancellor by this policy, and to perform other specific real property transactions authorized by the board.

Any authority delegated to the chancellor in this policy may be further delegated by the chancellor in writing.

- 1.2 Responsibility for Care, Maintenance and Safekeeping. The chancellor is responsible for ensuring the care, maintenance and safekeeping of all real property. The chancellor may delegate these responsibilities to member chief executive officers (CEOs) or an employee or department of the member. Any such delegations must be in writing.
- 1.3 Regulations. The chancellor shall establish regulations implementing this policy.

#### 2. ACQUISITION OF REAL PROPERTY

- 2.1 Except as provided in Sections 2.2 and 2.3, all acquisitions of real property, including through the power of eminent domain under Section 85.32 of the *Texas Education Code*, must be approved by the board.

- 2.2 Following a due diligence review by the System Real Estate Office (SREO), gifts and bequests of real property, including mineral interests, may be accepted by a member CEO on behalf of the board in accordance with System Policy 21.05, *Gifts, Donations, Grants and Endowments*, and this policy. Unless waived by the System Office of General Counsel (OGC):
- (a) the due diligence review must include an environmental site assessment, a survey, a property condition inspection and an examination of title; and
  - (b) an owner's policy of title insurance covering the real property gift or bequest must be obtained in an amount determined by the SREO.
- 2.3 The chancellor shall have authority to approve acquisitions, other than through the power of eminent domain, in which the consideration payable by the system or its member, exclusive of closing costs, is \$1,000,000 or less.

### 3. DISPOSITION OF REAL PROPERTY

Except for dispositions of fee title to undivided surface real property interests and real property valued at \$250,000 or less which the chancellor shall have authority to approve, all other dispositions of fee title to real property must be approved by the board.

### 4. LEASE OF REAL PROPERTY

- 4.1 All leases of real property to third parties having a term that exceeds five (5) years must be approved by the board. Renewal periods that may be exercised in the sole discretion of the third-party tenant shall be included in computing the term of the lease. The chancellor is delegated authority to approve all other leases of real property to third parties.
- 4.2 All leases of real property from third parties for the benefit of the system or a member must be approved by the board if **either**
- (a) the term of the lease, including renewal periods, exceeds ten (10) years; or
  - (b) the total consideration payable by the system or member for the term of the lease, including renewal periods, exceeds \$1,000,000.

The chancellor is delegated authority to approve all other leases of real property from third parties. The term "total consideration" shall mean all rent, tenant improvement costs and other expenses payable by the system or a member, the amounts of which can be determined at the inception of the lease term, including base rent, security deposits and common area maintenance and other charges, but excluding the costs of insurance, taxes and maintenance under a "triple net" lease and rent escalations, unless the amount of those costs and/or rent escalations can be determined at the inception of the lease.

- 4.3 In the case of a lease amendment, modification or extension, "term" shall mean only the period of time from the commencement date of the lease amendment, modification or extension going forward, and not the time period for which the lease term has already been completed or satisfied.



## 5. MINERAL LEASES

- 5.1 Process. Real property may be leased for oil, gas, sulphur, mineral ore and other mineral development by public auction, sealed bid or negotiated agreement.
- 5.2 Delegation. The board delegates to the chancellor authority to approve mineral leases having:
- (a) a primary term of three (3) years or less; and
  - (b) a royalty of at least 25%.

The board also delegates to the chancellor authority to approve those mineral leases in which the board does not own or control the executive rights.

All other mineral leases must be approved by the board.

## 6. EASEMENTS

- 6.1 Granting of Easements. The board must approve easements on real property granted for highway or roadway purposes having an indefinite term. The chancellor shall have authority to approve all other easements over, across or under real property, provided that the term of the easement does not exceed 10 years. The chancellor shall periodically publish a schedule of fees to be charged for easements over, across or under real property. The chancellor shall have the right, in the public interest, to waive fees for easements granted to governmental entities. Easements on real property may not exceed 10 years, except those granted for highway or roadway purposes which may be indefinite.
- 6.2 Easements from Third Parties. The board must approve easements over, across or under real property owned by third parties and benefiting the system or a member if the consideration payable to the third party exceeds \$300,000.
- 6.3 Conservation Easements. Neither the system nor a member shall be the holder of a conservation easement as defined in Section 183.001 of the *Texas Natural Resources Code* without first obtaining approval of the board.

## 7. PURCHASE/SALES PRICE AND APPRAISALS

In order to insure the system receives fair value, acquisitions and dispositions of title to real property must be supported by one or more current independent appraisals, market studies, and/or other reasonable documentation of value as determined by the SREO and in accordance with the rules of the Texas Higher Education Coordinating Board, if applicable.

## 8. INCOME FROM REAL PROPERTY

- 8.1 Revenues from Real Property Acquired Other Than by Gift or Bequest. Unless otherwise directed by the board, by law or by an intrasystem agreement between or among members, and except as set forth in Sections 8.2 and 8.3, all sale proceeds, rents, fees and other income from the sale, lease or use of real property, and all surface damages paid by mineral lessees (other than damages to crops or other property of a tenant) shall be credited to the account of the member to which the property has been assigned.

8.2 Revenues from Real Property Acquired by Gift or Bequest. Unless otherwise directed by the donor, all sale proceeds, rents, fees, royalties, bonuses, damage recoveries and other income from the sale, lease or use of real property or mineral interests acquired by gift or bequest, shall be credited to the account of the member designated as the donee of the gift or bequest; provided that, if the board or the system is designated as the donee, the board shall determine the disposition of all revenues.

8.3 Mineral Revenues from State Land. In accordance with Section 85.70 of the *Texas Education Code*:

8.3.1 Except as provided in Section 8.3.2, all income received from mineral leases on real property that was acquired by any means other than gift or bequest will be deposited into The Texas A&M University System Special Mineral Investment Fund. Income from this fund shall be deposited to the credit of The Texas A&M University System Special Mineral Income Fund and is appropriated by the legislature exclusively for the system and expended under the direction of the board for the general use of any member.

8.3.2 All income received from mineral leases on real property that was acquired for the use of Texas A&M University-Kingsville and its divisions will be deposited into the Texas A&M University-Kingsville Special Mineral Investment Fund to be used exclusively for Texas A&M University-Kingsville and its branches and divisions.

## 9. PRIVATIZED HOUSING

Unless waived by the chancellor, prior to submitting a student housing construction project to the board for approval as a system project, a member must undertake a procurement process to identify a potential private partner/developer to design, construct and operate the project under a ground lease. All privatized student housing ground leases must be prepared or reviewed and approved by the OGC for legal sufficiency.

## 10. REPORTING

The chancellor shall report to the board on a quarterly basis (1) all acquisitions approved by the chancellor or designee under the authority of Section 2.3 in which the purchase price payable by the system or member exceeds \$500,000 and (2) all leases of real property from third parties approved by the chancellor or designee under the authority of Section 4.2 in which the total consideration payable by the system or member exceeds \$500,000.

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## Related Statutes, Policies, or Requirements

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[Tex. Educ. Code § 85.25](#)

[Tex. Educ. Code § 85.26](#)

[Tex. Educ. Code § 85.32](#)

[Tex. Educ. Code § 85.51](#)

[Tex. Educ. Code § 85.70](#)

[Tex. Nat. Res. Code § 183.001](#)

[19 Tex. Admin. Code Ch. 17](#)

[System Policy 21.05, Gifts, Donations, Grants and Endowments](#)

The December 2008 version of this system policy supersedes:

System Policy 41.01, *Real Property Gift and Bequest Acceptance*

System Policy 41.02, *Real Property Purchase*

System Policy 41.03, *Real Property Condemnation*

System Policy 41.04, *Real Property Classification*

System Policy 41.05, *Real Property Management Policy*

System Policy 41.06, *Mineral Lease Property*

System Policy 41.07, *Real Property Disposition*

System Policy 41.08, *Administration of Real Estate Office*

System Policy 41.09, *Privatization of On-Campus Housing Facilities by Third Parties*

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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 Real Estate Office  
(979) 458-6350

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Ruth J. Simmons, President  
Prairie View A&M University

**Subject:** Approval of New University Procedure *12.02.99.P0.01, Institutional Procedures for Implementing Tenure*

**Proposed Board Action:**

Approve new Prairie View A&M University (PVAMU) Procedure *12.02.99.P0.01, Institutional Procedures for Implementing Tenure*, regarding institutional procedures for implementing tenure.

**Background Information:**

System Policy [12.02, Institutional Procedures for Implementing Tenure](#), provides that “the president of each system academic institution shall submit through the chancellor, for approval by the Board of Regents (board), detailed procedures in effect at that academic institution for implementing System Policy *12.01, Academic Freedom, Responsibility and Tenure*.”

PVAMU Procedure *12.02.99.P0.01* establishes procedures for developing and implementing the tenure process at PVAMU.

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

Not applicable.

Agenda Item No.

**PRAIRIE VIEW A&M UNIVERSITY**

Office of the President

December 13, 2017

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

Subject: Approval of New University Procedure *12.02.99.P0.01, Institutional Procedures for Implementing Tenure*

I recommend adoption of the following minute order:

**“New Prairie View A&M University Procedure *12.02.99.P0.01, Institutional Procedures for Implementing Tenure*, regarding institutional procedures for implementing tenure, shown in the attached exhibit, is hereby approved.”**

Respectfully submitted,

Ruth J. Simmons  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

PRAIRIE VIEW A&M UNIVERSITY  
UNIVERSITY ADMINISTRATIVE PROCEDURE



**12.02.99.P0.01 Institutional Procedures for Implementing Tenure**

Approved: February 8, 2018

Next Scheduled Review: February 8, 2023

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**UAP Purpose**

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The purpose of this University Administrative Procedure (UAP) is to establish procedures for implementing tenure at Prairie View A&M University (PVAMU), as required by System Policy [12.02 Institutional Procedures for Implementing Tenure](#).

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**Official Procedures and Responsibilities**

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**1. OVERALL TENURE AND PROMOTION POLICIES**

- 1.1 Tenure and promotion policies for institutions in the Texas A&M System are outlined in System Policy [12.01 Academic Freedom, Responsibility and Tenure](#), System Policy [12.02 Institutional Procedures for Implementing Tenure](#) and System Policy [12.06 Post-Tenure Review of Faculty and Teaching Effectiveness](#).
- 1.2 Tenure means the entitlement of a faculty member to continue in the academic position held unless dismissed for good cause.
- 1.3 Tenure is obtained only by the affirmative action of the Board of Regents.
- 1.4 Faculty members awarded tenure at other institutions have no claim to tenure at PVAMU.
- 1.5 Administrative personnel, such as department heads and deans, who hold academic rank in addition to their administrative title retain their tenured status as faculty members, but administrative positions per se are not subject to tenure.
- 1.6 The PVAMU Tenure and/or Promotion Policy Manual provides guidelines to ensure the successful recruitment, development and evaluation of faculty. It sets minimum levels of achievement necessary for sustained progress in the area of annual performance evaluation, tenure and/or promotion. It also provides definitions, detailed procedures and timelines for tenure and/or promotion.
- 1.7 In March of each year, as needed, the Provost and Senior Vice President for Academic Affairs (Provost) shall convene a joint meeting of the members of all college tenure and/or promotion committees to review and assess the tenure, promotion and post-tenure review process. See the PVAMU Tenure and/or Promotion Policy Manual, Section 9, for detailed information.

**2. ELIGIBILITY FOR TENURE AND/OR PROMOTION**

- 2.1 Tenure consideration is available only for faculty employed in tenure-track faculty positions, i.e., the faculty ranks of assistant professor, associate professor, or (full) professor (including endowed professors).

- 2.2 Under special circumstances, a senior faculty member holding a tenured academic rank at another accredited academic institution; a senior executive with a major non-academic institution; and/or an individual who previously held an academic administrative position and a tenured faculty position at another institution, may be employed at an advanced academic rank and may be considered for tenure at the time of employment.
- 2.3 Faculty members who hold joint appointments with other state, federal, or private agencies or with other System members, may or may not be entitled to tenure, depending upon the nature of their duties and the terms of the written agreement of their appointments.
- 2.4 Eligibility for promotion to the rank of associate professor is detailed in the PVAMU Tenure and/or Promotion Policy Manual, Section 4.
- 2.5 Eligibility for promotion to the rank of professor is detailed in the PVAMU Tenure and/or Promotion Policy Manual, Section 4.
- 2.6 Eligibility for the award of tenure is detailed in the PVAMU Tenure and/or Promotion Policy Manual, Section 4.

### **3. WRITTEN TERMS OF EMPLOYMENT**

- 3.1 All new faculty members shall be provided with an appointment letter stating the Initial terms and conditions of employment. Any subsequent modifications or special understandings concerning the appointment, which may be made on an annual basis, should be stated in writing and a copy given to the faculty member. All faculty members, unless the terms and conditions of their appointment letter state otherwise, are expected to engage in teaching, scholarship, and service.
- 3.2 Essential job functions for a position may vary depending upon the nature of the department in which the faculty member holds expertise, external funding requirements attached to the position, licensing or accreditation requirements, and other circumstances. It is therefore important that essential job functions for each faculty position be listed in the initial appointment letter. All appointment letters must indicate whether the appointment being offered is with tenure, tenure-accruing, or non-tenure accruing, as specified in [System Policy 12.01 Academic Freedom, Responsibility and Tenure](#); Section 3.

### **4. TENURE AND/OR PROMOTION CRITERIA**

- 4.1 The criteria that are used for evaluating the eligibility for tenure and/or promotion are the criteria that are used in the annual performance review of faculty. The expectations are also the same.
- 4.2 The evaluation criteria include: (See the [PVAMU Faculty Handbook](#) for the evaluation materials associated with each criterion.)
  - 4.2.1 Instructional Responsibilities; includes but is not limited to the following:
    - 4.2.1.1 Evaluations of teaching effectiveness;
    - 4.2.1.2 Teaching innovation and learning assurance;
    - 4.2.1.3 Teaching load and instructional contributions;

- 4.2.1.4 Quality of communication with students;
- 4.2.1.5 Academic development; and,
- 4.2.1.6 Collaboration, communication, participation, professionalism and collegiality.
- 4.2.2 Intellectual Contributions; includes but is not limited to the following:
  - 4.2.2.1 Refereed publications, juried exhibits or performances, funded grant proposals and contracts, patents or commercialization of research, and/or professional consultations or commissions of creative work;
  - 4.2.2.2 Professional presentations of knowledge or creative expressions;
  - 4.2.2.3 Honors for research or creative expressions; and,
  - 4.2.2.4 Collaboration, communication, participation, professionalism and collegiality.
- 4.2.3 Professional Service; includes but is not limited to the following:
  - 4.2.3.1 Service to the university;
  - 4.2.3.2 Service to the community, state, nation, or world, related to your profession and/or scholarly activities;
  - 4.2.3.3 Service to professional organizations;
  - 4.2.3.4 Honors for service; and,
  - 4.2.3.5 Collaboration, communication, participation, professionalism and collegiality.

## 5. TENURE AND/OR PROMOTION REVIEW PROCESS

- 5.1 Tenure track faculty will normally have a probationary period of six years to achieve tenure.
  - 5.1.1 The probationary period for a faculty member on tenure-track may be extended beyond six years upon petition by the faculty member, a concurring recommendation by the appropriate department head and dean, and approval by the Provost. The university may authorize an extension of the tenure probationary period due to special circumstances; see University Rule [12.01.99.P1 Granting Extension of Tenure Probationary Period](#) for complete details.
- 5.2 Annual Review of Faculty Performance
  - 5.2.1 All faculty members shall undergo an annual review of their performance. The annual review shall be conducted in accordance with the guidelines outlined in the [PVAMU Faculty Handbook](#).



- 5.2.2 In each academic department, the direct supervisor shall annually evaluate the performance of each tenure-track faculty member.
  - 5.2.3 The direct supervisor shall review the performance review with each faculty member to provide meaningful written and oral feedback about their and, if needed, suggestions for the improvement of performance.
  - 5.2.4 In any year, a direct supervisor or college dean may recommend to the Provost that the probationary appointment of a tenure-track faculty member be terminated. The final decision regarding the termination of the probationary appointment of a tenure-track faculty member must be made by the Provost with the concurrence of the President. Notification of contract non-renewal shall be made in accordance with the timelines specified in System Policy [12.01, Section 4.2](#).
  - 5.2.5 A tenure-track faculty member may appeal the decision of the Provost regarding non-renewal on the basis that the decision was made in violation of the academic freedom of the individual or for an illegal reason or for inadequate consideration of the faculty member's record of professional achievement. For purposes of this section, an illegal reason is defined as a decision based on race, color, sex, religion, national origin, age, genetic information, veteran status, sexual orientation, gender identity or disability unrelated to the performance of duties; or made in retaliation for the faculty member's exercise of protected First Amendment Rights.
- 5.3 Third-Year Review for Assistant Professors
- 5.3.1 A mandatory third-year review occurs after the completion of the third year of appointment for tenure-track faculty members (except for faculty members hired at the associate professor level who will apply for tenure in their fourth year at PVAMU).
  - 5.3.2 Faculty members undergoing the third-year review shall prepare a third-year review portfolio that details their achievements and performance in instructional responsibilities, intellectual contributions, and professional service.
    - 5.3.2.1 The direct supervisor may assist a candidate with the preparation of early versions of the third-year review portfolio.
  - 5.3.3 The third-year review portfolio must be presented to the direct supervisor early in their fourth year of employment.
  - 5.3.4 The third-year review portfolio will be reviewed by the candidate's Departmental Tenure and/or Promotion Committee, direct supervisor, college tenure and/or promotion committee, college dean, and the Provost. At each level of review the candidate will be evaluated in the categories of instructional responsibilities, intellectual contributions, and professional service and submit a written evaluation.
  - 5.3.5 The Provost shall prepare an independent written evaluation and rating of each third-year review candidate, add it to the candidate's portfolio, and send a copy of their evaluation to the candidate(s) and to the appropriate direct supervisor and college dean by the approved deadline date.
  - 5.3.6 The Provost's evaluation shall state one of the following:

- 5.3.6.1 The candidate has made adequate progress toward meeting the criteria for consideration of tenure and/or promotion;
  - 5.3.6.2 The candidate has made adequate progress toward meeting the criteria for consideration of tenure and/or promotion but with recommendations for areas of improvement; or,
  - 5.3.6.3 The candidate has not made adequate progress toward meeting the criteria for consideration of tenure and/or promotion and will be offered a terminal, nine-month appointment.
- 5.3.7 The third-year review candidate may appeal the decision of the Provost to offer a terminal, nine-month appointment on the basis that the decision was made in violation of the academic freedom of the individual or for an illegal reason or for inadequate consideration of the faculty member's record of professional achievement.

## **6. REVIEW OF TENURE RECOMMENDATIONS**

### 6.1 Tenure Review for Tenure-track Assistant Professors

- 6.1.1 A mandatory tenure review for tenure-track assistant professors occurs after the completion of the fifth year of appointment. Faculty members facing the tenure review must apply for tenure and/or promotion and must prepare a tenure and/or promotion portfolio.
- 6.1.2 If the award of tenure and/or promotion is denied to an assistant professor in the tenure and/or promotion process, the faculty member shall receive a terminal nine-month contract for the next academic year.

### 6.2 Tenure and/or Promotion Portfolio

- 6.2.1 The portfolio must be presented to the direct supervisor by the prescribed deadline date. The portfolio shall include a letter of submission that indicates the candidate is formally submitting the portfolio to the direct supervisor for evaluation. The letter shall be signed by the candidate and have an acknowledgement line for the direct supervisor to indicate receipt of the portfolio, with the candidate receiving a copy of the signed letter. Unless there are significant extenuating circumstances, failure to submit the portfolio by the prescribed deadline date will preclude the faculty member from applying for tenure and/or promotion.
- 6.2.2 The Provost shall determine whether failure to submit the portfolio on time was due to significant extenuating circumstances. A tenure-track faculty member who fails to submit their portfolio by the prescribed deadline date will be given a terminal appointment for the following academic year.
- 6.2.3 The direct supervisor may assist a candidate with the preparation of early versions of the tenure and/or promotion portfolio.

### 6.3 Departmental Tenure and/or Promotion Process

- 6.3.1 Each department head (department is to be interpreted as school where appropriate) will appoint a Departmental Tenure and/or Promotion Committee made up of the appropriate ranked faculty (i.e. tenured faculty

for the review of third year candidates and assistant professors, full professors for the review of associate professors for promotion) regardless of whether the department anticipates candidates for third-year review, tenure, or promotion. Each department should have its tenure and/or promotion committee established by the approved deadline date.

- 6.3.2 A Departmental Tenure and/or Promotion Committee must consist of at least three tenured faculty members from the academic department.
- 6.3.3 If there are not enough tenured faculty members in the department available to constitute a committee of at least three, the department head will select at-large members from other departments within the college. (An at large member is defined as an individual from another department within the college or related field/discipline or research). The committee must consist of 3, 5, or 7 members with number and departmental representation determined by the size of the department and the number of candidates that are being reviewed in a given cycle.
- 6.3.4 Upon constitution of a Departmental Tenure and/or Promotion Committee, only tenured faculty members may participate in the committee deliberations. All tenured faculty in the department may, if they so desire, participate in the evaluation of candidates seeking tenure and/or promotion or under third-year review. The direct supervisor shall provide each tenured faculty member access to the tenure and/or promotion portfolio for faculty review. This review, by non-committee faculty, will not be included in the final portfolio of the candidate; however, such a review may be relevant in departmental discussions/deliberations concerning a candidate.
- 6.3.5 The Departmental Tenure and/or Promotion Committee shall evaluate each candidate and make a recommendation in written form to the direct supervisor.
- 6.3.6 The direct supervisor shall forward the tenure and/or promotion portfolio of each candidate for tenure and/or promotion to the college dean by the approved deadline date regardless of the positive or negative recommendations that may be included.
- 6.3.7 No faculty member who is an applicant for tenure and/or promotion shall serve on any Departmental Tenure and Promotion Committee.

#### 6.4 College Tenure and/or Promotion Process

- 6.4.1 The college dean shall appoint a College Tenure and/or Promotion Committee. The members of the committee shall serve for a single tenure and/or promotion cycle, but may be elected to serve in subsequent years.
- 6.4.2 A College Tenure and/or Promotion Committee shall be composed of three or five tenured faculty members.
- 6.4.3 The College Tenure and/or Promotion Committee must include a minimum of one member from the department/school of the candidate(s) that is being evaluated. If the college does not have three departments, at-large members from the college shall be selected by the dean. If there are not enough tenured faculty members in the college to constitute a committee of three or five members, the committee membership must be completed

by faculty from other colleges who meet the appropriate qualifications. Nominations for these intercollege appointments shall be made by the dean of the candidate(s) that is under review.

- 6.4.4 A direct supervisor or associate dean may not serve as a member of their College Tenure and/or Promotion Committee.
- 6.4.5 No faculty member who is an applicant for tenure and/or promotion shall serve on any College Tenure and/or Promotion Committee.
- 6.4.6 The college dean shall convene the first meeting of the College Tenure and/or Promotion Committee, supervise the selection of a chair from the membership, and carefully review the committee charge and procedures with its members. After reviewing the committee's charge, the college dean shall not participate in the deliberations of the committee unless asked to provide specific information to the committee.
- 6.4.7 The College Tenure and/or Promotion Committee shall evaluate each candidate and make a recommendation in written form to the college dean.
- 6.4.8 The college dean shall forward the tenure and/or promotion portfolio of each candidate to the Provost by the approved deadline date regardless of the positive or negative recommendations that may be included.

#### 6.5 Administrative Tenure and/or Promotion Process

- 6.5.1 The Provost and the Vice President for Research and Sponsored Programs shall each review all tenure and/or promotion portfolios and shall render an individual recommendation on each candidate for tenure and/or promotion.
- 6.5.2 In addition to a thorough review of each candidate's academic credentials, the Provost and the Vice President for Research and Sponsored Programs shall carefully review future academic needs and the availability of financial resources as a part of the evaluation process regarding each tenure and/or promotion decision. In making the recommendation to the President, the Provost may recommend against tenure and/or promotion on the basis of future academic needs and/or availability of resources.
- 6.5.3 The Provost shall forward all recommendations to the President.
- 6.5.4 The Executive Committee members (i.e. President, Provost, etc.) will review the materials and forward only positive recommendations regarding the awarding of tenure to the Board of Regents for final review and approval.
- 6.5.5 Tenure is granted only by an affirmative vote of the Board of Regents.
- 6.5.6 Faculty promotions are approved by the Provost and the President; written notification of all faculty promotions will be forwarded to the Chancellor.

#### 6.6 Tenure and/or Promotion Timeline

- 6.6.1 The schedule for the tenure and/or promotion review process shall conform as closely as possible to the following dates. If any of the following dates fall on a day on which the university is closed, the date will be moved to

the following business day in which the university is open. Failure to submit the tenure and/or promotion portfolio by the stated deadline disqualifies the faculty from being considered for tenure and/or promotion. The calendar can also be found in the PVAMU Tenure and/or Promotion Policy Manual, Section 6.

6.6.2 Notice of non-reappointment of tenure-track faculty:

6.6.2.1 Not later than March 1 of the first academic year of probationary service, if the appointment expires at the end of that year; or, if a one-year appointment terminates during an academic year, at least three months in advance of its termination;

6.6.2.2 Not later than December 15 of the second year of probationary service, if the appointment expires at the end of that year; or, if an initial two-year appointment terminates during an academic year; at least six months in advance of its termination; and,

6.6.2.3 At least twelve months before the expiration of a probationary appointment after two or more years.

6.6.3 On or about **March 1** - The Provost shall notify all faculty regarding their need to prepare tenure and/or promotion portfolios if they want to be considered and are eligible for tenure and/or promotion.

6.6.4 On or about **May 15** - The Provost shall hold an open meeting to answer questions regarding tenure and/or promotion processes.

6.6.5 On or about **September 15** - Candidates for tenure and/or promotion shall submit their complete tenure and/or promotion portfolios to their direct supervisor on or before this deadline.

6.6.6 On or about **October 15** - The direct supervisor shall submit the summary of the departmental evaluations and their recommendations to the college dean.

6.6.7 On or about **November 15** - The college dean shall submit the recommendations of the College Tenure and Promotion Committee along with their recommendation to the Provost.

6.6.8 On or about **December 15** - The Provost and the Vice President for Research and Sponsored Programs shall forward their recommendations to the President.

6.6.9 On or about **January 10** - The President shall inform the Provost of their recommendations to the Board of Regents.

6.5.10 The Board of Regents of The Texas A&M University System usually considers tenure and/or promotion recommendations at the Board of Regents spring meeting.

6.5.11 Failure of any party to provide notice or take the actions indicated above within the prescribed time limits does not result in the granting of tenure and/or promotion by default.

## 7. NOTICE OF TENURE DECISIONS AND CANDIDACY WITHDRAWAL PROCESS

### 7.1 Notice of Tenure Decisions to Faculty

7.1.1 The official decision regarding the granting of tenure by the Board of Regents will be conveyed in writing to the individual faculty member as soon as possible after the board has voted to confer tenure.

### 7.2 Notice of Non-Reappointment

7.2.1 Notice of non-reappointment, or of intention not to reappoint a faculty member, should be given in writing in accordance with the standards outlined in the PVAMU Tenure and/or Promotion Policy Manual, Section 7, and System Policy [12.01 Academic Freedom, Responsibility and Tenure, Section 7](#).

7.2.2 Faculty members should be notified promptly. No rights are accrued by the faculty member as a result of the university failing to notify.

7.2.3 Any candidate for tenure and/or promotion may submit a letter of response to a negative decision if the negative decision is reached at any level in the university tenure and/or promotion process. See the PVAMU Tenure and/or Promotion Policy Manual, Sections 7 & 8, for detailed information.

### 7.3 Candidacy Withdrawal

7.3.1 A candidate for tenure and/or promotion may withdraw from consideration at any point during the process. See the PVAMU Tenure and/or Promotion Policy Manual, Section 7, for detailed information.

## 8. EXCEPTIONS

8.1 During the faculty tenure track period, the university permits a "stop-out" due to special conditions or to pursue a special opportunity. The time-out extension must be based on extraordinary circumstances, and requires written concurrence by the faculty member, department chair, college dean, and Provost as detailed in University Rule [12.01.99.P1 Granting Extension of Tenure Probationary Period](#).

8.2 Financial exigency may permit exceptions to tenure and/or promotion policies and procedures. The procedure to be followed in the event of financial exigency is explained in Section 10 of this UAP, in University Rule [12.01.99.P1 Granting Extension of Tenure Probationary Period](#) and in System Policy [12.01 Academic Freedom, Responsibility and Tenure](#).

8.2.1 Per Section 9.3.2 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#), "there should be early, careful, and meaningful sharing of information and views with appropriate faculty representatives on the reasons indicating the need to terminate programs." In light of this, when considering faculty dismissals under the above conditions, evidence as to why faculty dismissals may be required as opposed to alternative courses of action must be provided.

## 9. POLICIES GOVERNING THE LOSS OF TENURE

### 9.1 Loss of Tenure/Dismissal for Cause

- 9.1.1 Tenure may be relinquished for a variety of reasons; See System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) for detailed information.
- 9.1.2 Tenure is given up when a faculty member: (1) retires (excluding partial retirement); (2) resigns; (3) is dismissed for cause; or (4) is off the PVAMU payroll for more than one calendar year unless on approved leave of absence. (Note: Individuals who accept full-time employment at another System academic institution, provided that such persons formally notify their department heads annually by March 1 of their desire to retain their tenured positions and their requests are approved by the appropriate administrators, may retain their tenured positions. If a request is denied, the individual must return to the tenured position formerly held or give up tenure.)

## 9.2 Dismissal of Tenured Faculty Members

- 9.2.1 A faculty member with tenure shall not be dismissed until he or she has received reasonable notice of the cause for dismissal.
- 9.2.2 A decision to dismiss a tenured faculty member must be based on good cause. Good cause for dismissal of a faculty member with tenure includes, but is not limited to the following:
  - 9.2.2.1 Professional incompetence;
  - 9.2.2.2 Continuing or repeated failure to perform duties or meet responsibilities to the university or to students or associates;
  - 9.2.2.3 Failure to successfully complete a post tenure review professional development program;
  - 9.2.2.4 Moral turpitude adversely affecting the performance of duties or the meeting of responsibilities to the university, or to students or associates;
  - 9.2.2.5 Violation of System Policies and Regulations, University Rules and Administrative Procedures, or laws substantially related to performance of faculty duties;
  - 9.2.2.6 Conviction of a crime substantially related to the fitness of a faculty member to engage in teaching, research, service/outreach, and/or administration;
  - 9.2.2.7 Unprofessional conduct adversely affecting to a material and substantial degree the performance of duties or the meeting of responsibilities to the university, or to students or associates;
  - 9.2.2.8 Falsification of academic credentials;
  - 9.2.2.9 Bona fide financial exigency or the phasing out of institutional programs requiring reduction of faculty;
  - 9.2.2.10 Reduction or discontinuance of institutional programs based on educational considerations and requiring the termination of faculty members; or,

9.2.2.11 Poor performance (as stipulated in the Annual Performance Review).

9.3 See System Policy [12.01 Academic Freedom, Responsibility and Tenure, Section 6](#), for additional information.

9.4 Dismissal for Cause Hearings

9.4.1 Dismissal for cause hearings is outlined in System Policy [12.01 Academic Freedom, Responsibility and Tenure, Section 8](#).

## 10. TENURE, FINANCIAL EXIGENCY, AND TERMINATION OR REDUCTION OF PROGRAMS

10.1 Bona fide financial exigency means a pressing need to reorder the nature and magnitude of financial obligations in such a way as to restore or preserve the financial stability of PVAMU. A bona fide financial exigency may exist without all parts of the university being affected. Financial stability means the ability of the university to provide from current income the funds necessary to meet current expenses, including current debt payments and sound reserves, without invading or depleting capital. Evidence of financial exigency may include but is not limited to declining enrollments, substantial revenue cutbacks, and substantial ongoing operating budget deficits.

10.2 If faculty members are notified that they have been selected for termination on the basis of a bona fide financial exigency or program reduction/termination, the faculty members will have ten (10) business days to request a hearing before a committee appointed by the Provost. The Provost shall appoint a committee consisting of the two most senior faculty members from each college (based on time in rank at PVAMU) and who are not subject to the termination order being considered by the hearing committee.

10.3 For additional information, see System Policy [12.01 Academic Freedom, Responsibility and Tenure, Section 9](#).

## 11. EXTENSIONS AND SPECIAL CIRCUMSTANCES

11.1 See University Rule [12.01.99.P1 Granting Extension of Tenure Probationary Period](#) for detailed information.

## 12. UNFORSEEN CONTINGENCIES

12.1 It is inevitable that circumstances beyond those enumerated and described within this UAP will arise. In the event that an issue arises that is in any way connected to faculty tenure and/or promotion and that is not clearly addressed by any portion or portions of this UAP, college and university administrators will proceed in their deliberations in good faith and a spirit of openness with the input of faculty (e.g., by soliciting the input of the Faculty Senate). Furthermore, those involved in the deliberations will decide if the issue at hand merits only an idiosyncratic review/decision or if a formal revision/amendment to the current tenure and/or promotion UAP should be initiated.

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### Related Statutes, Policies, Regulations and Rules

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[System Policy 12.02 Institutional Procedures for Implementing Tenure](#)

[System Policy 12.06 Post-Tenure Review of Faculty and Teaching Effectiveness](#)

[University Rule 12.01.99.P1 Granting Extension of Tenure Probationary Period](#)

[UAP 12.01.99.P0.01 Academic Freedom, Responsibility and Tenure](#)

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## **Appendix**

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PVAMU Tenure and/or Promotion Policy Manual

[PVAMU Faculty Handbook](#)

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## **Contact Office**

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Office for Academic Affairs 936-261-2175

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Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** F. Dominic Dottavio, Ph.D., President  
Tarleton State University

**Subject:** Approval of Three New Bachelor of Applied Science Degree Programs with Majors in Manufacturing Engineering Technology, Mechanical Engineering Technology, and Construction Science and Management, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

### **Proposed Board Action:**

Approve the establishment of three new degree programs at Tarleton State University (Tarleton) leading to a Bachelor of Applied Science (B.A.S.) in Manufacturing Engineering Technology, Mechanical Engineering Technology, and Construction Science and Management, authorize the submission of the degree programs to the Texas Higher Education Coordinating Board (THECB) for approval and certify that all applicable THECB criteria have been met.

### **Background Information:**

The Department of Engineering Technology requests approval to establish a B.A.S. degree in three areas of engineering technology in which Tarleton currently offers the Bachelor of Science (B.S.) degree. These degrees will serve as a bridge to the completion of a bachelor's degree for students with an Associate of Applied Science degree from a community college to allow transfer of workforce credits into existing engineering technology programs at Tarleton.

Students graduating with a B.A.S. in one of the proposed areas of engineering technology will help meet the demand for graduates in which there is a significant shortage. The addition of these degrees would allow the university to meet the need of a program in the north central part of Texas since there are currently no equivalent programs within 100 miles of Stephenville.

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

The proposed B.A.S. degrees will require the completion of current course requirements under the existing B.S. degrees. Thus, no new courses, equipment or facilities will be required. One new full-time faculty position is anticipated to be added in the third year of the program.

Agenda Item No.

**TARLETON STATE UNIVERSITY**

Office of the President

October 30, 2017

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

Subject: Approval of Three New Bachelor of Applied Science Degree Programs with Majors in Manufacturing Engineering Technology, Mechanical Engineering Technology, and Construction Science and Management, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

I recommend adoption of the following minute orders:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Tarleton State University leading to a Bachelor of Applied Science in Manufacturing Engineering Technology.**

**The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Tarleton leading to a Bachelor of Applied Science in Mechanical Engineering Technology.**

**The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Tarleton leading to a Bachelor of Applied Science in Construction Science and Management.**

**The Board also authorizes submission of Tarleton’s new degree programs request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

F. Dominic Dottavio, Ph.D.  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Tarleton State University**

Bachelor of Applied Science Degree  
with a major in Manufacturing Engineering Technology  
(CIP 15.0613.00)  
with a major in Mechanical Engineering Technology  
(CIP 15.0805.00)  
with a major in Construction Science and Management  
(CIP 15.1001.00)

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**Program Review Outline**

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**BACKGROUND & PROGRAM DESCRIPTION**

Administrative Unit: College of Science and Technology, Department of Engineering Technology

The Bachelor of Applied Science (B.A.S.) degree in Engineering Technology is constructed from existing successful Bachelor of Science (B.S.) programs in Manufacturing Engineering Technology, Mechanical Engineering Technology, and Construction Science and Management. The degrees will serve as a bridge to the completion of a bachelor's degree for students with an Associate of Applied Science degree from a community college by allowing the transfer of workforce credits into existing engineering technology programs at Tarleton State University (Tarleton).

The proposed B.A.S. degrees will provide students opportunities to perform the following:

Manufacturing Engineering Technology:

1. Apply basic engineering principles to design solutions for manufacturing specific problems such as tooling, transportation and inventory, and operator safety and ergonomic concerns.
2. Employ technical management principles to oversee company functions such as manufacturing occupations, operations planning, forecasting, and project management.
3. Manage company resources so that operations in the company are optimized.

Mechanical Engineering Technology:

1. Apply basic engineering principles to design solutions for manufacturing specific problems such as tooling, fixturing, production readiness, and product manufacturability.
2. Communicate technical information to customers in a manner that the customer can make educated decisions.
3. Troubleshoot and resolve technical problems.

Construction Science and Management:

1. Utilize construction management principles to oversee construction sites, comprehend technical documentation, and utilize material and human resources to build residential and commercial structures.
2. Construct residential and commercial structures.

The proposed implementation date is fall 2018.

Tarleton certifies that the proposed new degree program meets the criteria under 19 Texas Administrative Code, Section 5.45 in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

## **I. NEED**

### **A. Employment Opportunities**

Data from the Texas Workforce Commission depicts a 15% increase in employment rate for manufacturing and mechanical engineering technology occupations, and a 19% increase for construction management occupations. From 2014-2024, new employment opportunities are expected to open annually in the state of Texas. Specifically, 600 job openings are projected for manufacturing and mechanical engineering technologists, and 1,250 are projected for construction management. In the area surrounding Stephenville, the projection for manufacturing and mechanic engineering technologists are annual openings of 45 positions and, in construction science, 260 positions.

### **B. Projected Enrollment**

It is estimated that the program will begin year one with 25 students and progress to 40 students by year two and 57 by the third year. The program anticipates growth to 79 students by year four and 92 by the fifth year.

### **C. Existing State Programs**

There are three universities that offer a bachelor's degree in manufacturing technology, five that offer the degree in mechanical engineering technology, and six in construction science. There are about 100 graduates a year in manufacturing technology, 125 graduates in mechanical engineering technology, and 375 in construction science. These numbers fall far short of the projected demand for graduates in these areas. Thus, the proposed B.A.S. degrees would be a means to increase the number of bachelor level graduates in areas where there is a significant shortage.

## **II. QUALITY & RESOURCES**

### **A. Faculty**

It is estimated that one new full-time faculty position will be required beginning in year three with a project salary of \$79,200. Adjunct faculty will be requested in years two through five to accommodate additional course offerings.

### **B. Program Administration**

The program will be administered by the Department of Engineering Technology in the College of Science and Technology. No new administrative costs are anticipated.

**C. Other Personnel**

No additional personnel will be required within the first five years of the program.

**D. Supplies, Materials**

Additional supplies and materials are estimated at a cost of \$5,000 per year.

**E. Library**

Current library holdings are sufficient for the proposed program.

**F. Equipment, Facilities**

No new equipment or facilities will be required.

**G. Accreditation**

Accreditation is not applicable since this is in addition of the B.A.S. to the existing B.S. degrees.

**III. NEW 5-YEAR COSTS & FUNDING SOURCES**

| NEW FIVE-YEAR COSTS           |                   | SOURCES OF FUNDING               |                     |
|-------------------------------|-------------------|----------------------------------|---------------------|
| Faculty                       | \$ 261,600        | Formula Income                   | \$ 246,550          |
| Program Administration        |                   | Statutory Tuition                | \$333,150           |
| Graduate Assistants           |                   | Reallocation                     |                     |
| Supplies & Materials          | \$25,000          | Designated Tuition               | \$1,055,020         |
| Library & IT Resources        |                   | Other Funding:                   |                     |
| Equipment, Facilities         | \$0               | Differential Tuition             | \$84,087            |
|                               |                   |                                  |                     |
| Other:                        | \$0               |                                  |                     |
| <b>Estimated 5-Year Costs</b> | <b>\$ 286,000</b> | <b>Estimated 5-Year Revenues</b> | <b>\$ 1,718,807</b> |

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** F. Dominic Dottavio, Ph.D., President  
Tarleton State University

**Subject:** Approval of a New Bachelor of Science Degree Program with a Major in Public Administration, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

**Proposed Board Action:**

Approve the establishment of a new degree program at Tarleton State University (Tarleton) leading to a Bachelor of Science (B.S.) degree in Public Administration, authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval and certify that all applicable THECB criteria have been met.

**Background Information:**

The School of Criminology, Criminal Justice, and Strategic Studies requests approval to establish a B.S. in Public Administration. The proposed degree is designed to prepare individuals to serve in the administration of local, state, and federal government organizations. Training and education will include instruction in the roles, development, and principles of public administration, the management of public policy, organizational behavior, human resource management, professional ethics, public budgeting and finance, legislative relations, critical incident management and research methods.

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

Tarleton currently offers a master's degree in Public Administration. The proposed bachelor's degree will make use of several faculty currently teaching in that program. It is projected one new full-time tenured or tenure-track faculty will be hired. New costs for the first five years of the program will be less than \$2 million.

Agenda Item No.

**TARLETON STATE UNIVERSITY**

Office of the President

November 6, 2017

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

Subject: Approval of a New Bachelor of Science Degree Program with a Major in Public Administration, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Tarleton State University leading to a Bachelor of Science degree with a major in Public Administration.**

**The Board also authorizes submission of Tarleton State University’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

F. Dominic Dottavio, Ph.D.  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs



**Tarleton State University**

Bachelor of Science  
with a major in Public Administration  
(CIP 44.0401.00)

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**Program Review Outline**

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**BACKGROUND & PROGRAM DESCRIPTION**

Administrative Unit: College of Liberal and Fine Arts, School of Criminology, Criminal Justice, and Strategic Studies

Tarleton State University (Tarleton) requests approval to establish a Bachelor of Science (B.S.) degree program with a major in Public Administration. The proposed degree will prepare the next generation of public servants to serve in the administration of local, state, and federal government organizations. Training and education will include instruction in the roles, development, and principles of public administration, the management of public policy, organizational behavior, human resource management, professional ethics, public budgeting and finance, legislative relations, critical incident management and research methods.

The B.S. in Public Administration will provide students opportunities to perform the following:

- 1) Achieve a level of critical and analytical thinking that is commensurate to a bachelor's degree in public administration.
- 2) Establish a capacity to comprehend and articulate the various components of the public sector to include governmental entities, nonprofits and nongovernmental organizations delivering public goods and services.
- 3) Recognize the unique nature and operations of American federalism as it relates to the various roles, responsibilities and relationships at the federal, state and local levels.
- 4) Evaluate critically, policy domains germane to public administration and public sector governance.
- 5) Articulate policy-making processes and identify the various levels and players in the formulation, negotiation and implementation of democratically derived public policy in the public's interest.
- 6) Develop an understanding of research methods in the field of public administration (including qualitative and quantitative approaches).
- 7) Achieve a level of mastery in conducting statistical analyses to investigate research questions relevant to practitioners.
- 8) Achieve a level of writing competence and mastery which will allow the successful graduate to become an effective and efficient public sector employee.
- 9) Complete all required coursework and successfully accomplish a directed senior project as evidence of competence and mastery in the field of public administration.

The degree will require 120-semester credit hours (SCH) with 27 SCH of upper level required course work in the major and 30 SCH to be selected from prescribed electives.

The proposed implementation date is fall 2018.

Tarleton certifies that the proposed new degree program meets the criteria under [19 Texas Administrative Code, Section 5.45](#) in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

## **I. NEED**

### **A. Employment Opportunities**

Information from the U.S. Department of Labor estimates General and Operations Manager positions in Texas will increase by 7,870 new positions between 2014-2024. Texas Career Check projects a 20.92% increase in employment rate by 2024. The projected growth in the public administration field provides ample opportunity for students graduating with a degree in public administration.

### **B. Projected Enrollment**

It is projected that the program will begin year one with 25 students and progress to 45 new students per year by the fifth year.

### **C. Existing State Programs**

Three other public universities in Texas offer a bachelor's degree in Public Administration using the same CIP code: Stephen F. Austin State University, Texas State University, and The University of Texas at San Antonio. Four public universities offer a bachelor's degree with the same CIP code but a different degree title: Texas Southern University, The University of Texas at Dallas, the University of Houston-Clear Lake, and West Texas A&M University. Twenty two public universities offer a master's degree under the same CIP code.

## **II. QUALITY & RESOURCES**

### **A. Faculty**

One new full-time tenured or tenure track faculty position is projected to be required beginning in year four at an estimated salary of \$89,100. No additional faculty will be requested within the first five years of the program.

### **B. Program Administration**

The program will be administered by the School of Criminology, Criminal Justice, and Strategic Studies in the College of Liberal and Fine Arts. No new administrative costs are anticipated.

**C. Other Personnel**

No additional personnel will be required within the first five years of the program.

**D. Supplies, Materials**

Supplies and materials are requested in the amount of \$25,000 for the first five years of the program.

**E. Library**

Current library holdings are sufficient for the proposed program.

**F. Equipment, Facilities**

Existing equipment within the College of Liberal and Fine Arts is sufficient to meet the needs for the proposed program.

**G. Accreditation**

No discipline-specific accreditations are anticipated.

**III. NEW 5-YEAR COSTS & FUNDING SOURCES**

| NEW FIVE-YEAR COSTS           |                  | SOURCES OF FUNDING               |                    |
|-------------------------------|------------------|----------------------------------|--------------------|
| Faculty                       | \$178,200        | Formula Income                   | \$147,006          |
| Program Administration        |                  | Statutory Tuition                | \$367,350          |
| Graduate Assistants           |                  | Reallocation                     |                    |
| Supplies & Materials          | \$25,000         | Designated Tuition               | \$918,375          |
| Library & IT Resources        |                  | Differential Tuition             | \$17,937           |
| Equipment, Facilities         |                  |                                  |                    |
|                               |                  |                                  |                    |
| Other                         |                  |                                  |                    |
| <b>Estimated 5-Year Costs</b> | <b>\$203,200</b> | <b>Estimated 5-Year Revenues</b> | <b>\$1,450,668</b> |

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Pablo Arenaz, President  
Texas A&M International University

**Subject:** Granting of Faculty Development Leave for FY 2019,  
Texas A&M International University

**Proposed Board Action:**

Authorize faculty development leave for FY 2019 at Texas A&M International University (TAMIU).

**Background Information:**

System Policy [31.03, Leaves of Absence](#), and System Regulation [12.99.01, Faculty Development Leave](#), require that a recommendation for faculty development leave be submitted by the university president to the chancellor for recommendation to the Board of Regents for approval. At TAMIU, the application is submitted with support of the academic department, college dean, university development leave committee (elected by the general faculty), provost and vice president for academic affairs, and president.

As shown in the exhibit, TAMIU requests approval for faculty development leave for two faculty members for FY 2019.

TAMIU is in compliance with the statutory requirement that no more than six percent of eligible faculty be on development leave at any time.

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

No additional funding is required. Department faculty members are assuming the recommended faculty members' teaching loads by adjusting course offerings the next academic year.

Agenda Item No.

**TEXAS A&M INTERNATIONAL UNIVERSITY**

Office of the President

November 17, 2017

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

Subject: Granting of Faculty Development Leave for FY 2019,  
Texas A&M International University

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System, in accordance with System Policy 31.03, System Regulation 12.99.01 and Sections 51.101-108 of the Texas Education Code, authorizes faculty development leave to the faculty members as shown in the exhibit, Faculty Development Leave List FY 2019, Texas A&M International University.”**

Respectfully submitted,

Pablo Arenaz  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**FACULTY DEVELOPMENT LEAVE LIST  
FY 2019  
TEXAS A&M INTERNATIONAL UNIVERSITY**

| Name/<br>Title/<br>Department               | Years of<br>TAMIU<br>Tenured,<br>Tenure-<br>Track<br>Service | Semester of<br>Leave | Location and Brief Description of Leave   |
|---|--|----------------------|---|
| <b>A.R. SANCHEZ, JR. SCHOOL OF BUSINESS</b> |  |                      |   |
| Siddharth Shankar                           | 10   | Fall 2018            | Leave will be spent primarily in Laredo, Texas with six weeks spent in Miami, Florida gathering data and collaborating with colleagues at Florida International University. Dr. Shankar's goals are to publish research already completed, gain new skills in empirical methodologies and, in collaboration with his future co-author, to conduct and publish research on the performance of merged firms through syndicate loan terms by accessing data from Security Data Company. Very specifically, he seeks to explore how syndicate pricing structure is formed before merger and acquisition announcements. This will benefit the department, college, university and students through research and publication.   |
| <b>COLLEGE OF ARTS AND SCIENCES</b>         |  |                      |   |
| Diana Linn                                  | 15   | Fall 2018            | Leave will be spent in Laredo, Texas. Dr. Linn proposes to analyze data previously collected and publish up to three articles, all centered around the impact of a multicultural course on the cultural competencies of pre-service teachers using pre-and-post test scores on the Intercultural Developmental Inventory. The first article will focus on the results of students taking the course in Laredo in a traditional classroom setting. The second article will focus on the results of students taking the course as a part of a Study Abroad program to Spain. The third article will compare/contrast the results of the two groups. The data from this project will be used to benefit students in multicultural courses and in future study abroad activities. |

Agenda Item No.

**TEXAS A&M UNIVERSITY**  
Office of the President  
November 15, 2017

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

Subject: Approval of Academic Tenure, February 2018, Texas A&M University

I recommend adoption of the following minute order.

**“The Board of Regents of The Texas A&M University System, in accordance with System Policy 12.01, *Academic Freedom, Responsibility and Tenure*, hereby authorizes the granting of tenure to the following faculty members at Texas A&M University as set forth in the exhibit, Tenure List No. 18-02.”**

Respectfully submitted,

Michael K. Young  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

TEXAS A&M UNIVERSITY  
RECOMMENDATIONS FOR TENURE  
TENURE LIST NO. 18-02

| <u>Name</u>                                     | <u>Present Rank</u><br><u>Department</u>   | <u>Yrs. Towards Tenure*</u><br><u>Univ.</u> | <u>Other Inst.</u> | <u>Effective</u><br><u>Date/Tenure</u>               | <u>Education</u>                                  | <u>Employment</u><br><u>Towards Tenure</u>  |
|---|--|---|--------------------|--|---|---|
| <b>COLLEGE OF AGRICULTURE AND LIFE SCIENCES</b> |  |   |                    |  |   |   |
| Dr. Reinaldo F. Cooke                           | Associate Professor<br>Animal Science      | 0   | 8                  | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (2008)<br>University of<br>Florida          | Sp 2009 – Sp 2014<br>Assistant Professor<br>Oregon State University<br><br>Su 2014 – Su 2017<br>Associate Professor (Tenured 2014)<br>Oregon State University<br><br>Fa 2017<br>Associate Professor<br>Texas A&M University   |
| Dr. Patrick J. Stover                           | Professor<br>Nutrition and Food<br>Science | 0   | >15                | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1990)<br>Medical<br>College of<br>Virginia | Fa 1994 – Sp 2000<br>Assistant Professor<br>Cornell University<br><br>Fa 2000 – Sp 2005<br>Associate Professor<br>Cornell University (Tenured 2000)<br><br>Fa 2005 – Sp 2018<br>Professor<br>Cornell University<br><br>Sp 2018<br>Professor<br>Texas A&M University |



**COLLEGE OF ARCHITECTURE**

|                     |   |   |   |  |  |   |
|---------------------|---|---|---|--|--|---|
| Dr. Changbum R. Ahn | Associate Professor<br>Construction Science | 0 | 5 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (2012)<br>University of<br>Illinois at<br>Urbana-<br>Champaign | Fa 2012 – Sp 2017<br>Assistant Professor<br>University of Nebraska-Lincoln<br><br>Fa 2017<br>Associate Professor<br>Texas A&M University  |
| Dr. Phil Lewis      | Associate Professor<br>Construction Science | 0 | 7 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (2009)<br>North Carolina<br>State University                   | Fa 2010 – Sp 2016<br>Assistant Professor<br>Oklahoma State University<br><br>Fa 2016 – Sp 2017<br>Associate Professor (Tenured 2016)<br>Oklahoma State University<br><br>Fa 2017<br>Associate Professor<br>Texas A&M University |

**COLLEGE OF ARCHITECTURE (Continued)**

|                         |   |   |   |  |  |   |
|-------------------------|---|---|---|--|--|---|
| Dr. Patrick C. Suermann | Associate Professor<br>Construction Science | 0 | 7 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (2009)<br>University of<br>Florida | Fa 2003 – Sp 2006<br>Instructor<br>United States Air Force Academy<br><br>2006 – 2012<br>Deployed by Air Force to<br>Afghanistan<br><br>Fa 2012 – Fa 2013<br>Assistant Professor<br>United States Air Force Academy<br><br>Sp 2014 – Fa 2015<br>Associate Professor<br>United States Air Force Academy<br><br>Fa 2015 – Su 2017<br>Chief<br>HQ Air Force Installation and<br>Mission Support Center<br><br>Fa 2017<br>Associate Professor<br>Texas A&M University |
|-------------------------|---|---|---|--|--|---|

**COLLEGE OF ENGINEERING**

|                        |  |   |     |  |  |   |
|------------------------|--|---|-----|--|--|---|
| Dr. Mark A. Barteau    | Chemical Engineering                       | 0 | >15 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1981)<br>Stanford<br>University         | <p>Fa 1982 – Sp 1987<br/>Assistant Professor<br/>University of Delaware</p> <p>Fa 1987 – Sp 1990<br/>Associate Professor (Tenured 1987)<br/>University of Delaware</p> <p>Fa 1990 – Su 2012<br/>Professor<br/>University of Delaware</p> <p>Fa 2012 – Sp 2018<br/>Professor (Tenured 2012)<br/>University of Michigan</p> <p>Sp 2018<br/>Professor<br/>Texas A&amp;M University</p> |
| Dr. Sunil S. Chirayath | Associate Professor<br>Nuclear Engineering | 8 | 0   | Upon Approval<br>by the Board                        | Ph.D. (2005)<br>University of<br>Madras, India | <p>Sp 2009 – Su 2015<br/>Visiting Assistant Professor<br/>Texas A&amp;M University</p> <p>Fa 2015 – Su 2017<br/>Research Assistant Professor<br/>Texas A&amp;M University</p> <p>Fa 2017<br/>Associate Professor<br/>Texas A&amp;M University</p>   |

**COLLEGE OF ENGINEERING (Continued)**

|                    |  |   |     |  |   |   |
|--------------------|--|---|-----|--|---|---|
| Dr. Alfredo Garcia | Professor<br>Industrial and Systems<br>Engineering | 0 | >15 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1997)<br>University of<br>Michigan | Fa 2001 – Su 2007<br>Assistant Professor<br>University of Virginia<br><br>Fa 2007 – Su 2013<br>Associate Professor (Tenured 2007)<br>University of Virginia<br><br>Fa 2013 – Su 2015<br>Professor<br>University of Virginia<br><br>Fa 2015 – Fa 2017<br>Professor (Tenured 2015)<br>University of Florida<br><br>Fa 2017<br>Professor<br>Texas A&M University |
|--------------------|--|---|-----|--|---|---|

**COLLEGE OF ENGINEERING (Continued)**

|                        |                                     |   |     |  |   |   |
|------------------------|-------------------------------------|---|-----|--|---|---|
| Dr. M. Cynthia Hipwell | Professor<br>Mechanical Engineering | 0 | >15 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1996)<br>University of<br>California,<br>Berkeley,<br>California | <p data-bbox="1564 167 2005 276">Fa 1996 – Sp 1999<br/>Senior Advisory Engineer<br/>Advanced Mechanical Integration</p> <p data-bbox="1564 316 2005 422">Sp 1999 – Fa 2001<br/>Manager<br/>Advanced Mechanical Integration</p> <p data-bbox="1564 462 2005 568">Fa 2001 – Fa 2002<br/>Director<br/>Seagate Technology</p> <p data-bbox="1564 609 2005 714">Fa 2002 – Fa 2004<br/>Senior Director<br/>Seagate Technology</p> <p data-bbox="1564 755 2005 860">Fa 2004 – Fa 2015<br/>Executive Director<br/>Seagate Technology</p> <p data-bbox="1564 901 2005 1006">Fa 2015 – Fa 2017<br/>Vice President of Engineering<br/>Buhler, Inc.</p> <p data-bbox="1564 1047 2005 1156">Fa 2017<br/>Professor<br/>Texas A&amp;M University</p> |
|------------------------|-------------------------------------|---|-----|--|---|---|

COLLEGE OF LIBERAL ARTS

|                               |                            |   |     |  |   |   |
|-------------------------------|----------------------------|---|-----|--|---|---|
| Dr. Robin R. Means<br>Coleman | Professor<br>Communication | 0 | >15 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1996)<br>Bowling Green<br>State University | Fa 1998 – Sp 2002<br>Assistant Professor<br>New York University                     |
|                               |                            |   |     |  |   | Fa 2002 – Sp 2005<br>Associate Professor (Tenured 2002)<br>University of Pittsburgh |
|                               |                            |   |     |  |   | Fa 2005 – Sp 2015<br>Associate Professor (Tenured 2005)<br>University of Michigan   |
|                               |                            |   |     |  |   | Fa 2015 – Sp 2018<br>Professor<br>University of Michigan                            |
|                               |                            |   |     |  |   | Sp 2018<br>Professor<br>Texas A&M University  |

**COLLEGE OF MEDICINE**

|                     |   |   |     |  |   |   |
|---------------------|---|---|-----|--|---|---|
| Dr. Thomas A. Kent  | Professor<br>College of Medicine                      | 0 | >15 | Upon Approval<br>by the Board and<br>Faculty Arrival | M.D. (1979)<br>University of<br>Kansas Medical<br>Center          | <p>Fa 1986 – Su 1989<br/>Assistant Professor<br/>The University of Texas Medical<br/>Branch</p> <p>Fa 1989 – Su 1999<br/>Associate Professor (Tenured 1989)<br/>The University of Texas Medical<br/>Branch</p> <p>Fa 1999 – Su 2003<br/>Professor<br/>The University of Texas Medical<br/>Branch</p> <p>Fa 2003 – Su 2017<br/>Professor (Tenured 2003)<br/>Baylor College of Medicine</p> <p>Fa 2017<br/>Professor<br/>Texas A&amp;M University</p> |
| Dr. Jianxun J. Song | Professor<br>Microbial Pathogenesis<br>and Immunology | 0 | 10  | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1998)<br>Third Military<br>Medical<br>University,<br>China | <p>Fa 2007- Su 2013<br/>Assistant Professor<br/>Pennsylvania State University</p> <p>Su 2013 – Fa 2017<br/>Associate Professor (Tenured 2013)<br/>Pennsylvania State University</p> <p>Fa 2017<br/>Professor<br/>Texas A&amp;M University</p>   |

COLLEGE OF NURSING

|                      |                                 |   |     |  |   |  |
|----------------------|---------------------------------|---|-----|--|---|--|
| Dr. Nancy Fahrenwald | Professor<br>College of Nursing | 0 | >15 | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (2002)<br>University of<br>Nebraska<br>Medical Center | Fa 2002 – Sp 2006<br>Assistant Professor<br>South Dakota State University                |
|                      |                                 |   |     |  |   | Fa 2006 – Sp 2013<br>Associate Professor (Tenured 2007)<br>South Dakota State University |
|                      |                                 |   |     |  |   | Fa 2013 – Sp 2018<br>Professor<br>South Dakota State University                          |
|                      |                                 |   |     |  |   | Su 2018<br>Professor<br>Texas A&M University   |

\* Each university determines, through a review process, the number of years each faculty member will be awarded tenure based on his/her dossier.



Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Michael K. Young, President  
Texas A&M University

**Subject:** Granting of Faculty Development Leave for FY 2019, Texas A&M University

### **Proposed Board Action:**

Authorize faculty development leave for FY 2019 at Texas A&M University (Texas A&M).

### **Background Information:**

System Policy [31.03, Leaves of Absence](#), and System Regulation [12.99.01, Faculty Development Leave](#), require that a recommendation for faculty development leave be submitted by the university president to the chancellor for recommendation to the Board of Regents for approval. At Texas A&M, the application is submitted with support of the academic department, college dean, university development leave committee (elected by the general faculty), provost and executive vice president for academic affairs and president.

As shown in the exhibit, Texas A&M requests approval for faculty development leave for 80 faculty members for FY 2019.

Texas A&M is in compliance with the statutory requirement that no more than six percent of eligible faculty be on development leave at any time.

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

No additional funding is required. Department faculty members are assuming the recommended faculty members' teaching loads by adjusting course offerings the next academic year.

Agenda Item No.

**TEXAS A&M UNIVERSITY**

Office of the President

November 15, 2017

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

Subject: Granting of Faculty Development Leave for FY 2019, Texas A&M University

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System, in accordance with System Policy 31.03, System Regulation 12.99.01 and Sections 51.101-108 of the Texas Education Code, authorizes faculty development leave to the faculty members as shown in the attached exhibit, Faculty Development Leave List FY 2019, Texas A&M University.”**

Respectfully submitted,

Michael K. Young, President  
Texas A&M University

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

FACULTY DEVELOPMENT LEAVE LIST  
FY 2019  
TEXAS A&M UNIVERSITY

| Name/<br>Title/<br>Department  | Years of<br>Texas<br>A&M<br>Tenured,<br>Tenure-<br>Track<br>Service | Semester of<br>Leave      | Location and Brief Description of Leave  |
|--|---|---------------------------|--|
| <b>BUSH SCHOOL OF GOVERNMENT AND PUBLIC SERVICE</b>                  |   |                           |  |
| Jasen Castillo<br>Associate<br>Professor<br>International<br>Affairs | 10  | Fall 2018-<br>Spring 2019 | Dr. Castillo's leave will take place in Simi Valley, California; in Atlanta, Georgia, and locally in College Station, Texas. He will spend the leave completing his book manuscript entitled, <i>The Imperfect Nuclear Revolution and the Future of Nuclear Deterrence</i> . The book references newly available historical materials from the Cold War to support its claims. For part of the year, Dr. Castillo will complete archival research at the Carter and Reagan Presidential Libraries. For the remainder of the leave, he will finish writing locally. Finishing the book will establish Professor Castillo as a top scholar in national security studies and benefit Texas A&M through the prestige of the publication and increase the knowledge base for students attending the Bush School of Government and Public Service. |
| <b>COLLEGE OF AGRICULTURE AND LIFE SCIENCES</b>                      |   |                           |  |
| Joseph Awika<br>Professor<br>Soil and Crop<br>Science                | 9   | Fall 2018-<br>Spring 2019 | Dr. Awika's leave will take place at Hawassa and Bahir Dar Universities in Ethiopia, where Dr. Awika will conduct research on the functionality of non-wheat cereal (sorghum and teff) proteins in food systems. Dr. Awika will also contribute to new graduate curriculum development and undergraduate teaching at both institutions. The activities will benefit Texas A&M's crop genetic research and international collaborations and open new international student exchange opportunities.  |

|  |    |             |   |
|--|----|-------------|---|
| Frederick Boadu<br>Professor<br>Agricultural<br>Economics  | 23 | Spring 2019 | Dr. Boadu's leave will take place within the Department of Agricultural Economics at the University of Ghana in Accra, Ghana. He will teach an Agricultural Law course and collaborate with faculty to revise the agricultural law curriculum. This leave will enable Dr. Boadu to widen his ongoing food security research in Ghana to produce policy-relevant information and joint proposals for funding. The leave will benefit the teaching program at Texas A&M and enrich the students' experiences in the international certificate program preparing them to participate effectively in the global economy.  |
| Sergio Capareda<br>Professor<br>Biological and<br>Agricultural<br>Engineering                              | 5  | Fall 2018   | Dr. Capareda's leave will take place at the University College Dublin (UCD) School of Biosystems and Food Engineering in Dublin, Ireland, and with the Clean Energy Research Group (CERG) in Central Queensland University (CQU), Australia. While there, he will collaborate on integrated sustainable biofuels projects. Dr. Capareda will benefit from working with a diverse group of world-renowned researchers at UCD and CQU. He will initiate a long-term mutually beneficial international teaching and research collaboration and will propose to develop high-impact Study Abroad Programs.  |
| Chanda Elbert<br>Associate<br>Professor<br>Agricultural<br>Leadership,<br>Education, and<br>Communications | 17 | Spring 2019 | Dr. Elbert's leave will take place primarily in College Station, Texas and regionally throughout Texas where she will visit eight colleges of agriculture (two per region) to interview and study women of color in faculty/administrator positions. The interviews will take place at predominately white institutions and at historically black institutions to develop a leadership model. During the remainder of the time, she will research, write and develop articles for presentations and publication based upon this study. The model will benefit the students, scholars and administrators through a better understanding of the intersection of gender, identity and ethnicity in leadership. |
| Masami Fujiwara<br>Associate<br>Professor<br>Wildlife and<br>Fisheries Sciences                            | 8  | Fall 2018   | Dr. Fujiwara's leave will take place at the Institute of Hydrobiology, Chinese Academy of Science, in Hubei Province, People's Republic of China. Dr. Fujiwara will collaborate with researchers at the institute to analyze fish abundance data to understand factors influencing fish diversity. Students at Texas A&M will benefit from the increased knowledge in conservation and management of fish stocks. Additional benefits include the creation of an international collaboration that will enhance the research and educational opportunities provided in Dr. Fujiwara's laboratory.  |

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| Leonardo Lombardini<br>Professor<br>Horticultural Sciences    | 15 | Spring 2019 | Dr. Lombardini's leave will take place at the Università del Caffè in Trieste, Italy, where he will enroll in the International Master's program in "Coffee Economics and Science." This opportunity will enhance Dr. Lombardini's knowledge on coffee, thus benefiting his teaching, research and administrative work as the Director of the new Center for Coffee Research and Education. Benefits for the College of Agriculture and Life Sciences and Texas A&M include better positioning for funding acquisition and establishing new linkages with the private sector and forming collaborations with coffee experts and researchers from around the world.                                  |
| Suresh Pillai<br>Professor<br>Poultry Science                 | 17 | Fall 2018   | Dr. Pillai's leave will take place at the University of California in Berkeley (UCB), California and at the University of Minnesota in Minneapolis, Minnesota. Dr. Pillai proposes to incorporate synthetic biology and microbiome modulation into his research and teaching programs. Researchers at the UCB's Synthetic Biology Institute are engineering microbial cells to benefit human and animal health. Texas A&M students will benefit from the knowledge in courses and experiential learning opportunities. Additionally, Texas A&M research will expand with the addition of synthetic biology and microbiome modulation expertise.   |
| Juliana Rangel Posada<br>Assistant Professor<br>Entomology    | 5  | Spring 2019 | Dr. Posada's leave will take place at the Okinawa Institute for Science and Technology in Japan. She will work to enhance her molecular biology skills and apply them to her honeybee health research. This research will focus on the genetic basis for phenotypic differences between Africanized and European honeybees, exploring genes that differentially modulate immunity, microbial communities, and susceptibility to viruses. This leave will benefit Texas A&M by developing a long-term international collaboration that will enhance educational and research opportunities in Entomology and her laboratory.   |
| Daniel Roelke<br>Professor<br>Wildlife and Fisheries Sciences | 18 | Fall 2018   | Dr. Roelke's leave will take place at the University of Glasgow, United Kingdom, Aegean University, Greece and University of Technology, Australia. Activities will include furthering collaborative research between Dr. Roelke and Drs. Spatharis, Tsirtsis and Mitrovic on which the primary focus has been investigating roles of water inflows and nutrient loadings on aquatic ecosystem form and functioning. The research has great benefit to Texas and beyond, as our state and many areas of the world face water flow issues arising from human population growth and changing weather patterns. Dr. Roelke will incorporate his research into his graduate and undergraduate teaching. |

| COLLEGE OF ARCHITECTURE   |    |             |  |
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| Kunhee (KC) Choi<br>Associate<br>Professor<br>Construction<br>Science                     | 7  | Fall 2018   | Dr. Choi's leave will take place in College Station, Texas, completing several publications and grant proposals. During this period, Dr. Choi will explore new research methodologies with particular focus on big data analytics. He will visit several prominent researchers to co-develop a data-driven predictive model for the autonomous mobility and safety assessments of infrastructure rehabilitation. This transformative model will benefit the department and university with new grant possibilities. Students will benefit from participation in big data analytics through his research and teaching.  |
| Bruce Dvorak<br>Associate<br>Professor<br>Landscape<br>Architecture and<br>Urban Planning | 2  | Fall 2018   | Dr. Dvorak's leave will take place in the Western United States, mostly in Washington state, where he will be collecting information for his book, <i>Ecoregional Green Roofs: growing green roofs in difficult climates</i> . Green (vegetated) roofs can provide habitat for native biodiversity. Dr. Dvorak will meet with researchers, students, designers and those who maintain green roofs during his leave. His work will elevate Texas A&M as a leading research institution for expertise on ecoregional green infrastructure. Additionally, this will help advance his research and develop teaching resources for an international audience.   |
| Wei Yan<br>Professor<br>Architecture  | 12 | Spring 2019 | Dr. Yan's leave will take place in College Station, Texas where he will focus on writing a new book, <i>Computational Algorithms for Architectural Design Optimization</i> , addressing the significant lack of research in design algorithms, which are essential for sustainable buildings. Dr. Yan plans to develop a new graduate course, Design Optimization and Algorithms, using the book materials, which can also be adopted as a textbook for courses in computational design methods at Texas A&M. The benefits include advancing sustainable building design research, enhancing architecture education, and strengthening Texas A&M's leadership in computational design research and teaching.                     |
| Xuemei Zhu<br>Associate<br>Professor<br>Architecture                                      | 9  | Fall 2018   | Dr. Zhu's leave will take place in Austin, Texas and in China. While in Austin, she will carry out field work on her National Institutes of Health project and collaborations with local partners to develop new research proposals. While in China, she will travel to Southeast University and other agencies to develop joint research, including a proposal to study healthy communities. These efforts will help to strengthen the department and College of Architecture's leading role in environment health research and bring new grant possibilities to the university. Students will benefit from the experience of working with Dr. Zhu on research and the new teaching materials she will gather during her leave. |

| <b>COLLEGE OF DENTISTRY</b>   |    |                           |   |
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| Lisa Mallonee<br>Professor<br>Dental Hygiene  | 17 | Spring 2019               | Ms. Mallonee's leave will take place in Dallas, Texas where she will work on completing the 13th edition of the <i>Clinical Practice of the Dental Hygienist</i> . Commonly referenced as the "dental hygiene bible." Ms. Mallonee was selected as one of three individuals for the author team that will continue the legacy of the professions' premier textbook. The book provides current evidence used globally by dental hygiene programs to establish foundational knowledge for the contemporary dental hygiene student. The widespread impact of the book will promote recognition and distinction for Texas A&M.  |
| <b>COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT</b>   |    |                           |   |
| Li-Jen Kuo<br>Associate<br>Professor<br>Teaching,<br>Learning, and<br>Culture                               | 5  | Fall 2018-<br>Spring 2019 | Dr. Kuo's leave will take place in Taiwan where he will develop and examine technology-enhanced writing instruction for young learners of Chinese and Chinese-English bilinguals. Dr. Kuo will conduct this project in collaboration with Dr. Yu-Min Ku at National Central University. The benefits and impact of this project will include fostering international collaboration, creating publication opportunities for graduate students, and developing federal and international research proposals. Given that Chinese is the most widely spoken and learned non-Roman alphabet world language, the project will also increase the global visibility of Texas A&M. |
| Glenda Musoba<br>Associate<br>Professor<br>Educational<br>Administration &<br>Human Resource<br>Development | 5  | Spring 2019               | Dr. Musoba's leave will take place at Kenyatta University in Nairobi City, Kenya where Dr. Musoba will conduct qualitative interviews and observations on the students' educational experience, including access to faculty and other high impact practices. Dr. Musoba will also guest lecture for their higher education program and consult on program development. The research will add a comparative component resulting in future international collaborations, research grants, and publications. Texas A&M will benefit through the addition of the international component for graduate students.   |
| Myeongsun Yoon<br>Associate<br>Professor<br>Educational<br>Psychology                                       | 10 | Fall 2018                 | Dr. Yoon's leave will take place at Boston College in Boston, Massachusetts where she will collaborate with colleagues on multiple co-authored, peer-refereed publications, and submit a grant proposal to conduct a study on examining measurement bias with educational and psychological measures. This leave will benefit the teaching programs at Texas A&M and contribute to the research and teaching mission of the college.  |

| COLLEGE OF ENGINEERING  |    |                           |  |
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| Nancy Amato<br>Professor<br>Computer Science                                | 22 | Fall 2018-<br>Spring 2019 | Dr. Amato's leave will take place at Stanford University in Stanford, California, University of California Berkeley in Berkeley, California and the University of Washington in Seattle, Washington. At Stanford, she will work to develop improved manipulation capabilities for the OceanOne submersible humanoid diving robot. At Berkeley, she will work to design improved assistive and rehabilitative devices. At the University of Washington, she will explore new approaches to collaborative robotic manipulation. During the leave, Dr. Amato will develop a proposal for a robotics and autonomous systems initiative at Texas A&M. The visits will lead to increased visibility and improved and updated courses and curriculum at Texas A&M.                              |
| Perla Balbuena<br>Professor<br>Chemical<br>Engineering                      | 13 | Fall 2018-<br>Spring 2019 | Dr. Balbuena's leave will take place at the Universite de Picardie Jules Verne in Amiens, France specifically at the Energy Hub that specializes in fundamental research and technology transfer in the field of electrochemical energy storage. Her research will focus on the modeling of materials for advanced batteries, especially on interfacial phenomena. The topic is of high technological relevance and will be of great benefit for the Department of Energy as well as Texas A&M's energy programs.  |
| Jerald Caton<br>Professor<br>Mechanical<br>Engineering                      | 38 | Fall 2018                 | Dr. Caton's leave will take place in College Station, Texas where he will work on several projects. First, he will assemble material for a mechanical engineering capstone course on engineering experimentation. Second, Dr. Caton will work on completing his research on the thermodynamics of internal combustion engines. Finally, he plans to develop research proposals for federal agencies on engine research and on new areas involving tanker trucks. His research and work will benefit the university by enhancing and unifying materials for undergraduate courses. Additionally, the leave will enrich Dr. Caton's research and scholarship and lead to a new book chapter which will increase Texas A&M's visibility worldwide.  |
| Akhil Datta-Gupta<br>Distinguished<br>Professor<br>Petroleum<br>Engineering | 23 | Spring 2019               | Dr. Datta-Gupta's leave will take place primarily in College Station, Texas with frequent trips to Battelle Memorial Institute in Columbus, Ohio, and oil industry research/business centers. Activities will include (1) development of a graduate course on petroleum data analytics based on his recently published book, <i>Applied Statistical Modeling and Data Analytics</i> (2017); (2) interacting with the industry to form an industrial research consortium on petroleum data analytics and; (3) initiating the writing of a textbook on <i>Modeling of Unconventional Reservoirs</i> . Overall, the benefits and impact to Texas A&M will be the establishment of a new research program, enhancement of graduate curriculum and leadership in an emerging technology area. |



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| Arum Han<br>Professor<br>Electrical<br>Engineering          | 12 | Fall 2018-<br>Spring 2019 | Dr. Han's leave will take place at the Institute for Biotechnology and the Technical University of Berlin in Germany where he will conduct joint research with their Bioprocess Engineering group and the Medical Biotechnology group. This international multidisciplinary collaboration will allow him to broaden the application area of microdevices and lab-on-a-chip systems and form new research collaborations. This will benefit Texas A&M by elevating the impact of his research and generating new course content. In addition, he will learn from the strong academic-industry coalition model and will benefit Texas A&M by applying the knowledge and experiences to the engineering program. |
| Alfred Daniel Hill<br>Professor<br>Petroleum<br>Engineering | 13 | Fall 2018-<br>Spring 2019 | Dr. Hill's leave will take place at Lawrence Berkeley National Laboratory in Berkeley, California; at the Petroleum University Beijing; at Southwest Petroleum University in Chengdu, China; and at Waseda University in Tokyo, Japan. During his leave, he will work with U.S. and international colleagues to develop new research programs in the areas of hydraulic fracturing and acid stimulation of wells. This will benefit Texas A&M by increasing research funding and fostering the recruitment of high quality students.  |
| Daniel Jimenez<br>Professor<br>Computer Science             | 6  | Fall 2018-<br>Spring 2019 | Dr. Jimenez's leave will take place at the Barcelona Supercomputing Center in Barcelona, Spain investigating how software can communicate performance to hardware to improve computing systems. Dr. Jimenez's research will focus on the understanding of and access to new computing systems, as well as improving his teaching on new technologies. Benefits include strengthening the department's ties with European labs and universities and will enhance Texas A&M's reputation in computing research and improving chances of successful proposals for external grants.   |
| Yue Kuo<br>Professor<br>Chemical<br>Engineering             | 20 | Fall 2018                 | Dr. Kuo's leave will take place at the National Sun Yat-sen University in Taiwan and Xian Jiaotong University in China. He will use their advanced equipment and facilities to carry out collaborative research on physics and the reliability of new metal oxide-based devices and driving scheme of a novel display system. He will also visit cutting-edge semiconductor factories. The activities will enhance Texas A&M's reputation in electronic and optoelectronic fields, strengthen teaching and new course development, and establish new international education programs.  |

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| Daniel McAdams<br>Professor<br>Mechanical<br>Engineering                                   | 10 | Fall 2018                 | Dr. McAdams' leave will take place at the Swiss Federal Institute of Technology in Zurich, Switzerland. During his stay, Dr. McAdams will investigate advance methods for the design of engineered materials as well as soft origami robotics. He will also disseminate Texas A&M's research through scholarly lectures. Based on knowledge gained and relationships formed, Dr. McAdams will return to establish Texas A&M as a leader in the important and emerging areas of the design of engineered materials and soft origami robotics.   |
| Mary McDougall<br>Associate<br>Professor<br>Biomedical<br>Engineering                      | 11 | Spring 2019               | Dr. McDougall's leave will take place in Dallas, Texas where she will advance her research and scholarship in high-field magnetic resonance imaging technology. She will spend time at the Advanced Imaging Research Center in Dallas, home to the only seven Tesla clinical scanners in the state of Texas. She will build on a strong eight year collaboration to generate new technology to investigate liver metabolism which will result in a multi-institutional proposal submission. The department and university will benefit from increased visibility and recognition of the research, expansion of the multidisciplinary team, increased exposure for student researchers, and a strong proposal submission. |
| Erick Moreno-Centeno<br>Associate<br>Professor<br>Industrial and<br>Systems<br>Engineering | 6  | Fall 2018-<br>Spring 2019 | Dr. Moreno-Centeno's leave will take place at Monterrey Institute of Technology in Monterrey, México. Dr. Moreno-Centeno will work to develop an optimization Intelligent Tutoring System (ITS), and establish an agreement with Mexico's Federal Electricity Commission (CFE) to collaborate on research to optimize the electric grid. The ITS will benefit undergraduate and master level students, and will give Texas A&M a competitive advantage in distance education. The collaboration with CFE will help strengthen Dr. Moreno-Centeno 's research program and the international reputation of Texas A&M.  |
| Jay Porter<br>Professor<br>Engineering<br>Technology and<br>Industrial<br>Distribution     | 19 | Fall 2018-<br>Spring 2019 | Dr. Porter's leave will take place with National Instruments in Austin, Texas and will include trips to their international manufacturing facilities in Penang, Malaysia. He will develop new high frequency product testing techniques and experience manufacturing and testing in a global setting. The benefit will be a better understanding of industry practices, enhancement of his expertise, and new directions for his research. This work will also establish important collaborations between the Engineering Technology and Industrial Distribution department and industry and lead to collaborative applied research proposals.   |

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| Lawrence Rauchwerger<br>Professor<br>Computer Science                     | 21 | Fall 2018-<br>Spring 2019 | Dr. Rauchwerger's leave will take place at the Swiss Federal Institute of Technology in Zurich; the Florida Polytechnic University in Lakeland, Florida; the Supercomputing Center in Barcelona, Spain and the University of Washington in Seattle, Washington. His activities will include collaborative research on teaching techniques in Switzerland, which will positively impact Texas A&M students. Postdocs and students will be recruited from these institutions to study at Texas A&M University. Texas A&M research will be disseminated to world-class institutions enhancing its scientific reputation and make it more competitive for attracting research funding.  |
| B. Don Russell<br>Distinguished<br>Professor<br>Electrical<br>Engineering | 41 | Fall 2018                 | Dr. Russell's leave will take place primarily in College Station, Texas with considerable travel to utility companies throughout Texas. Prior research by Dr. Russell has already resulted in the development of Distribution Fault Anticipation (DFA) technology. This transformational technology will provide electric utility operators a real-time diagnostic tool to detect incipient fault conditions, allowing operators to find and fix problems before outages occur. Texas A&M owns DFA technology, which when commercialized, will yield licensing royalties for Texas A&M. The leave will also enable interaction with utility companies to encourage DFA adoption.  |
| Jorge Seminario<br>Professor<br>Chemical<br>Engineering                   | 13 | Fall 2018                 | Dr. Seminario's leave will take place at the Université de Picardie Jules Verne in Amiens, France, where he will collaborate on research in electrochemical systems. He will build on recent developments in computational tools, and improved battery materials performance. The research builds the Texas A&M interest in energy and supports Texas A&M's participation in Department of Engineering (DOE) programs such as Battery 500, Battery Materials Research, and the DOE's strategic thrust in ultra-efficient commercial vehicles to minimize energy consumption. His leave will enhance his research, strengthen academic course content, and provide opportunities for students in programs such as the National Science Foundation research experience. |
| Jennifer Welch<br>Professor<br>Computer Science                           | 25 | Fall 2018                 | Dr. Welch's leave will take place in College Station, Texas with visits to Arizona State University in Tempe, Arizona and Stony Brook University in Stony Brook, New York. She will collaborate with colleagues and researchers to develop new algorithms for programmable matter and learn how to apply DistAlgo, a programming language for distributed algorithms. Texas A&M and students will benefit through curricular innovation, increased visibility, and potential new funding.   |

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| John Whitcomb<br>Professor<br>Aerospace<br>Engineering | 28 | Spring 2019               | Dr. Whitcomb's leave will take place at the Air Force Research Lab in Dayton, Ohio and at the Department of Defense funding agencies and National Science Foundation in Washington, D.C. to reinvigorate his research program by identifying new thrust areas in advanced materials that will exploit the computational mechanics framework he has developed. Dr. Whitcomb's leave will benefit the university by increasing funding for the department and College of Engineering, improve instruction and expand undergraduate and graduate student research teams.  |
| Xi Zhang<br>Professor<br>Electrical<br>Engineering     | 16 | Fall 2018                 | Dr. Zhang's leave will take place at Princeton University in Princeton, New Jersey; at the University of Illinois at Urbana in Champaign, Illinois; and the U.S. Air Force Research Laboratory in Dayton, Ohio where he will develop efficient video and audio transmissions and storage techniques for next-generation wireless networks under constrained wireless resources to guarantee quality-of-service for wireless video and audio transmissions. These collaborations will focus on system-modeling, simulations, and testbed-experiments and co-authoring research proposals, and top-notch papers. The benefits include funding opportunities and exposure to improve student educational experiences. Expected impacts are higher visibility of the Department of Electrical and Computer Engineering, College of Engineering, and Texas A&M. |
| Yunlong Zhang<br>Professor<br>Civil Engineering        | 13 | Fall 2018-<br>Spring 2019 | Dr. Zhang's leave will take place at Southeast University in Nanjing, China. During his leave, Dr. Zhang will conduct transportation research activities in collaboration with the faculty at Southeast University. He will also teach seminars and short courses, and develop educational and research exchange programs with Southeast University and Texas A&M's College of Engineering. Expected impacts and benefits to Texas A&M include expanded research collaborations with a top-ranked international transportation program, educational exchange programs including joint degree programs, and recruitment of graduate students to the university.   |
| Ding Zhu<br>Professor<br>Petroleum<br>Engineering      | 13 | Spring 2019               | Dr. Zhu's leave will take place at the Society of Petroleum Engineers headquarters in Richardson, Texas as a Distinguished Lecturer, with a visit to Waseda University in Japan. At Waseda University, Dr. Zhu will work with Dr. Kenji Furui on a book they co-authored and to develop undergraduate/graduate/industrial engineering courses. Dr. Zhu's Distinguished Lecturer tour increases the exposure of her research at Texas A&M worldwide, and her visit and collaboration with Dr. Furui will contribute to both her teaching and research.  |

| COLLEGE OF GEOSCIENCES  |    |                           |  |
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| Frederick Chester<br>Professor<br>Geology and<br>Geophysics       | 20 | Fall 2018                 | Dr. Chester's leave will take place in Los Angeles, California. His primary activity will be to produce a compendium of reports and associated field guides by synthesizing past and new studies of exhumed earthquake faults of the San Andreas system. His secondary activity will be to design a substantial improvement to a novel materials-testing instrument recently installed in the John W. Handin Laboratory at Texas A&M for the study of earthquake rupture. Both activities will directly enhance high-impact teaching at the undergraduate and graduate level, lead to new directions of productive research, and advance scientific capability to understand and model earthquake-related phenomena. |
| Judith Chester<br>Professor<br>Geology and<br>Geophysics          | 16 | Fall 2018                 | Dr. Chester's leave will take place in Los Angeles, California. Her primary activity will be to produce a compendium of reports and associated field guides by synthesizing past and new studies of exhumed earthquake faults of the San Andreas system. Her secondary activity will be to extend field and laboratory characterizations of exhumed faults to include near-surface fault exposures and deeper exhumed fault zone products. Both activities will directly enhance high-impact teaching at the undergraduate and graduate level, lead to new directions of productive research, and advance scientific capability to understand and model earthquake-related phenomena.                                |
| Ryan Ewing<br>Associate<br>Professor<br>Geology and<br>Geophysics | 4  | Fall 2018                 | Dr. Ewing's leave will take place at Rice University in Houston, Texas where he will conduct research on sand transport in rivers and deserts. Dr. Ewing will develop a collaborative grant proposal to model sand dune sediment flux, and contribute to seminars and field trips. He will expand his current research to include river systems, thereby enabling him to advise his and other graduate research groups, and to teach in-depth about the river systems. The benefit to Texas A&M is increased research visibility and developing new collaborations with top universities in Texas.   |
| Kathleen O'Reilly<br>Associate<br>Professor<br>Geography          | 11 | Fall 2018-<br>Spring 2019 | Dr. O'Reilly's leave will take place at the University of East Anglia (UEA) in Norwich, UK. She will produce a book manuscript on sanitation issues in developing countries. She plans to seek funding for environmental security research with an international team from the Department of Defense. Her leave will contribute to Texas A&M by incorporating additional research and experiences abroad into undergraduate and graduate courses on social and environmental problems, and by strengthening relations with UEA.  |

| COLLEGE OF LIBERAL ARTS                          |    |                           |   |
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| Daniel Conway<br>Professor<br>Philosophy         | 10 | Spring 2019               | Dr. Conway's leave will take place at the University of Southern California Shoah Foundation in Los Angeles, California where he will conduct original research on first-person survivor testimonies collected in the Visual History Archive. His research will study the practical application of science fiction films to the field of genocide studies. Benefits of the research will include the publication of a major book in his field, the development of new course materials, and expanded outreach via the Philosophy for Children Initiative. Expected impacts include national and international acclaim for Texas A&M.  |
| William Coombs<br>Professor<br>Communication     | 3  | Fall 2018                 | Dr. Coombs' leave will take place in Denmark at various hospitals, where he will be working on research projects that examine the reasons and consequences of patient activism through social media. The project helps both hospitals and patients make this activism productive. Benefits include 1) three manuscripts related to digital patient activism; and 2) submission of a grant for continued study. The leave advances Dr. Coombs' work in crisis communication and opens it to external funding. The research will benefit student learning and enhance recruitment of doctoral students from Denmark.  |
| Jonathan<br>Coopersmith<br>Professor<br>History  | 29 | Fall 2018-<br>Spring 2019 | Dr. Coopersmith's leave will take place at the Centre for the History of Science, Technology and Medicine at King's College in London and at the British National Archives on a book project on <i>Creative Construction: The Importance of Fraud and Froth in Emerging Technologies</i> . The results will be two academic articles and a book. These publications will raise Texas A&M's visibility as an American center of research on national and international innovation. This research will improve Dr. Coopersmith's undergraduate and graduate teaching on the history of technology and enable new courses for the College of Liberal Arts' innovation and entrepreneurship initiative. |
| Amy Earhart<br>Associate<br>Professor<br>English | 10 | Fall 2018                 | Dr. Earhart's leave will take place in College Station, Texas where she will be advancing a book manuscript, <i>Can a Computer Be Racist?: Digital Humanities and the Exploration of Race</i> . Dr. Earhart will construct the technological infrastructure of the monograph, a sample chapter, and a book proposal. Benefits include advancing the study of race and digital literary studies and developing a new model of the academic monograph. Expected impacts include the strengthening of Texas A&M's international reputation in digital humanities.  |

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| John Edens<br>Professor<br>Psychology                    | 11 | Fall 2018                 | Dr. Edens' leave will take place in College Station, Texas where he will conduct research studies focused on how evidence of mental disorder influences decision-making in criminal trials. The leave will benefit graduate students co-authoring publications from this research and benefit students in Dr. Edens' courses, where the findings will advance the understanding of the effects of mental disorder on case outcomes. The proposed research also will bolster the reputation of Texas A&M as a national hub of psychology/law scholarship and support subsequent applications for research funding from the National Science Foundation. |
| Robert Garcia<br>Associate<br>Professor<br>Philosophy    | 8  | Fall 2018                 | Dr. Garcia's leave will take place in College Station, Texas where he will begin writing a book manuscript, <i>Irreplaceable Creatures: C.S. Lewis on the Uniqueness of Persons</i> , which offers a fresh exploration and defense of the idea that persons are unique and irreplaceable. The project centers on the metaphysics of objects and properties. The resulting book will enhance the national and international reputation of Texas A&M's research profile in ethics, metaphysics, and philosophy of religion. The research will also be used to develop new undergraduate philosophy courses.  |
| Kelly Graf<br>Associate<br>Professor<br>Anthropology     | 7  | Fall 2018                 | Dr. Graf's leave will take place in College Station, Texas and at the University of Alaska Museum of the North in Fairbanks, Alaska where she will complete a high-profile book reporting her team's archaeological excavations at Owl Ridge, a Bering Land Bridge site settled by the American continents' first people. Her leave activities will give authorship experience to several Texas A&M students. Additionally, the book will be one of the first published about this subject and region, highlighting Texas A&M as leaders in peopling of the American research.   |
| Hyeran Jo<br>Associate<br>Professor<br>Political Science | 9  | Fall 2018-<br>Spring 2019 | Dr. Jo's leave will take place at Free University in Berlin, Germany where she will pursue a new research project on the role of international humanitarian organizations in conflict zones. She will interview humanitarian organizations, give talks at numerous places in Europe, write journal articles, a book draft, and external grant proposals. Her leave will benefit Texas A&M by increasing the visibility of its faculty's research activities, by contributing to the college's internationalization efforts, and by expanding the range of curricula for her undergraduate and graduate teaching.                                       |

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| Craig Kallendorf<br>Professor<br>English                       | 35 | Fall 2018                 | Dr. Kallendorf's leave will take place in College Station, Texas. Dr. Kallendorf plans to complete a book on the Renaissance commentaries to the Roman poet Virgil, edit a two-volume reference work that includes this material and prepare two articles drawn from the reference work. The project supports the college's emphasis on internationalization, and the resulting publications will enhance the reputation of the university and benefit his graduate and undergraduate courses.  |
| Alain Lawo-Sukam<br>Associate<br>Professor<br>Hispanic Studies | 9  | Spring 2019               | Dr. Lawo-Sukam's leave will take place in College Station, Texas where he will complete the last chapters of his manuscript. This book-length manuscript represents the first comprehensive and critical study of Guinea Equatorial poetry and will be instrumental in defining a national literature that is emerging as a new frontier for research in Hispanophone African studies. In addition to increasing students' immersion in multiculturalism and advancing their cultural awareness, Texas A&M will be further established as an institution dedicated to diversity and new understanding of culture.   |
| Peter Lieuwen<br>Professor<br>Performance<br>Studies           | 29 | Fall 2018                 | Dr. Lieuwen's leave will take place in College Station, Texas composing a new symphonic work for guitarist Isaac Bustos that will be performed with the renowned Camerata Bach Orchestra in Managua, Nicaragua. While the composer will benefit from an international collaborative performance with professional musicians, Dr. Lieuwen's students will benefit from the practical and theoretical experience gained through this creative activity. Expected benefits and impacts for Texas A&M include increased international visibility in the performing arts resulting from the creation, multiple performances and publications, and recording of a new work that will significantly enhance the concerto repertoire of the early twenty-first century. |
| Brian Linn<br>Professor<br>History                             | 28 | Fall 2018-<br>Spring 2019 | Dr. Linn's leave will take place at the National Archives in Washington, D.C., where he will conduct multi-archival research and complete a book manuscript entitled <i>Real Soldiering: The US Army in the Aftermath of War</i> . Intended for academic, military, and public audiences, the book is a narrative history that focuses on the transition from wartime to peacetime and from postwar recovery to prewar preparation. In addition to publishing a book, this project will increase his ability to direct student research, improve his teaching, and enhance both his and the university's reputation within the nation's armed forces and the academic and defense policy communities.   |



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| Nandra Perry<br>Associate<br>Professor<br>English             | 10 | Spring 2019               | Dr. Perry's leave will take place in College Station, Texas and at the Huntington Library in San Marino, California where she will be piloting an open-access website that will enable researchers, students, and the general public to see how English readers interpreted their Bibles in the early print era. She will transcribe the notes early readers made in a large collection of devotional books. The resulting interactive database will open up new questions about the role of the Reformation in shaping modern-day habits of reading in English. This tool is expected to have broad application in classrooms, research and the public humanities. |
| Brian Rouleau<br>Associate<br>Professor<br>History            | 7  | Fall 2018-<br>Spring 2019 | Dr. Rouleau's leave will take place in College Station, Texas where he will be writing a book for Yale University Press. His manuscript investigates historical linkages between youth culture and American foreign policy, and is based on three years of research previously conducted in archives throughout the United States and Britain. Benefits include the publication of a single-authored monograph, the elevation of Texas A&M's profile within several prominent subfields of U.S. history, and increased student engagement with cutting-edge research methods and topics at both the graduate and undergraduate levels.                              |
| Brandon Schmeichel<br>Professor<br>Psychology                 | 12 | Spring 2019               | Dr. Schmeichel's leave will take place in College Station, Texas where he will complete the National Science Foundation grant on Unity and Diversity in Self-Regulation and Executive Functioning, and to analyze the data. In addition, he will develop a new course on the psychology of emotion. This course would be a novel offering for undergraduate students and would complement existing courses for undergraduates in psychology.  |
| Manuel Teodoro<br>Associate<br>Professor<br>Political Science | 4  | Fall 2018                 | Dr. Teodoro's leave will take place in College Station, Texas where he will be developing "The Profits of Distrust," a project that uses original spatial data to analyze the proliferation of private drinking water kiosks as a political phenomenon. These automated, unregulated vending machines sell drinking water at several times the cost of municipal water. The project will carry important policy implications for drinking water provision in American communities, contribute to Texas A&M's leadership on water research, and will be used in undergraduate courses.   |

|   |    |                           |   |
|---|----|---------------------------|---|
| David Wilborn<br>Associate<br>Professor<br>Performance<br>Studies | 17 | Spring 2019               | Dr. Wilborn's leave will take place in College Station, Texas where he will create an original musical manuscript featuring music for solo bass trombone accompanied by chamber orchestra. The work will be premiered by David Wilborn as soloist accompanied by the Orlando Contemporary Chamber Orchestra at the Wayne Densch Performing Arts Center. Completion of the manuscript will be nationally advertised, thus highlighting creative scholarly activity within the Department of Performance Studies at Texas A&M. The manuscript will serve as a resource for studying contemporary trends in musical ensemble writing, especially for students who study music composition. |
| <b>COLLEGE OF SCIENCE</b>   |    |                           |   |
| Melanie Becker<br>Professor<br>Physics and<br>Astronomy           | 12 | Spring 2019               | Dr. Becker's leave will take place at the Institute for Advanced Study (IAS) in Princeton, New Jersey to perform research in string theory and fundamental physics. The leave will include collaborative research and publications with members of the IAS and the research group at Texas A&M. This visit will foster stronger ties within the theoretical physics research community which benefits Texas A&M by increasing visibility.   |
| Katrin Becker<br>Professor<br>Physics and<br>Astronomy            | 12 | Fall 2018-<br>Spring 2019 | Dr. Becker's leave will take place at the Institute for Advanced Study (IAS) in Princeton, New Jersey to perform research in string theory and fundamental physics. The leave will include collaborative research and publications with members of the IAS and the research group at Texas A&M. This visit will foster stronger ties within the theoretical physics research community which benefits Texas A&M by increasing visibility.   |
| Gregory<br>Berkolaiko<br>Professor<br>Mathematics                 | 13 | Spring 2019               | Dr. Berkolaiko's leave will take place at the University of Grenoble in France and the Technion Israel Institute of Technology in Israel, where he will study the properties of eigenvalues and eigenfunction on quantum graphs, separately and in conjunction. The leave will enhance the international reputation of both Dr. Berkolaiko and Texas A&M, as well as benefit graduate students who will be able to help develop new results.  |
| Simon Foucart<br>Associate<br>Professor<br>Mathematics            | 3  | Spring 2019               | Dr. Foucart's leave will take place at the Isaac Newton Institute in Cambridge, England. He will be a core participant of the program "Approximation, sampling and compression in data science." The program will enable Dr. Foucart to strengthen his expertise in Data Science, an area of strategic development at Texas A&M. In the process, Dr. Foucart will assemble material for a new graduate course on "Mathematical Data Science." The benefit of the leave will contribute to enhancing Texas A&M's international visibility and raising its profile.   |

|   |    |             |  |
|---|----|-------------|--|
| John Gladysz<br>Distinguished<br>Professor<br>Chemistry         | 10 | Fall 2018   | Dr. Gladysz's leave will take place in Aachen, Germany where he will gain additional knowledge in the field of catalysis that is represented in the research groups of five senior professors at the University of Aachen. Efforts will be made to raise funds from German granting agencies to enable Texas A&M students to simultaneously partake in 2-4 week training sessions in these groups. These endeavors will allow new topics to be introduced into the graduate and undergraduate curricula, such as "green chemistry," which focuses on reducing environmental impact during manufacturing, and additionally will aid future grant writing efforts. |
| Peter Kuchment<br>Distinguished<br>Professor<br>Mathematics     | 16 | Fall 2018   | Dr. Kuchment's leave will take place at the Munich Technical University in Germany, and in College Station, Texas. He will conduct research on novel neutron detectors for homeland security and Department of Defense grant submission; research on Compton camera imaging for medical and homeland security applications; and finish a major monograph on techniques arising in solid state physics and novel material science. The benefit is increased research in Mathematics, lectures delivered internationally, and major publications will bring significant advances to several research areas of national importance.                                 |
| Saskia<br>Mioduszewski<br>Professor<br>Physics and<br>Astronomy | 12 | Fall 2018   | Dr. Mioduszewski's leave will take place in College Station, Texas fostering collaboration with leading scientists at Lawrence Berkeley Laboratory and Brookhaven National Laboratory. The objective is to invigorate and enhance the ongoing research focusing on the Quark-Gluon Plasma, a state of matter that is created in high-energy collisions of atomic nuclei. The collaborations will benefit the graduate students, who will be able to finalize data analysis for their Ph.D. theses, through the exchange of ideas and analysis techniques. A renewal proposal for a competitive Department of Energy grant will be written.                       |
| Alexei Poltoratski<br>Professor<br>Mathematics                  | 19 | Spring 2019 | Dr. Poltoratski's leave will take place at the California Institute of Technology in Pasadena, California and the University of Helsinki in Finland collaborating to finish a joint book. At the University of Helsinki, he plans to start a new joint project which will focus on the applications of harmonic analysis and probability theory. The benefits are potential funding, future employment opportunities for graduate students and recruitment of postdocs to Texas A&M.   |

|  |    |                           |   |
|--|----|---------------------------|---|
| Alexei Sokolov<br>Professor<br>Physics and<br>Astronomy  | 16 | Spring 2019               | Dr. Sokolov's leave will take place in College Station and Waco, Texas, and in Wuhan, China. Dr. Sokolov will work on the mobile (trailer-based) laser spectroscopy project, intending to develop an arsenal of techniques for remote spectroscopic detection and sensing in the field. In addition, Dr. Sokolov will work on collaborative projects at the Baylor Research and Innovation Collaborative in Waco, using his time there to accelerate the progress toward a fully-functional ultrafast laser laboratory. He will also visit Wuhan, China, as part of a collaborative program aiming at mutually-beneficial research exchange and student recruitment. Dr. Sokolov's leave will benefit the university by providing a boost to Texas A&M's research programs and lead to scientific advances of broad impact. |
| Suhasini Subbarao<br>Professor<br>Statistics             | 7  | Spring 2019               | Dr. Subbarao's leave will take place at the London School of Economics in London, UK building realistic models and methods for nonstationary time series. This will encourage a cross-fertilization of ideas that will enhance the research and bring visibility to Texas A&M. The research will be incorporated into new undergraduate programs, and used as the basis of proposals.   |
| Winfried Teizer<br>Professor<br>Physics and<br>Astronomy | 16 | Fall 2018-<br>Spring 2019 | Dr. Teizer's leave will take place at the Karlsruhe Institute of Technology University of Kaiserslautern in Germany and Tohoku University in Japan. He will work with local colleagues/collaborators to apply biomedical materials techniques to in-vivo experiments relevant to neurodegenerative diseases like Alzheimer's and Parkinson's. Texas A&M benefits through the enhanced international cooperation, vigorous research/publication with concomitant visibility enhancement, and potential developments with significant commercial and societal impact. Additionally, students will benefit from the ensuing research and international experience.   |
| Lifan Wang<br>Professor<br>Physics and<br>Astronomy      | 11 | Fall 2018                 | Dr. Wang's leave will take place at the European Southern Observatory (ESO) Headquarters at Garching bei München in Germany where he will be working with his current collaborators to continue his polarimetry program, and will also be extending his research field to include infrared astronomy with ESO facilities and radial velocity measurement of exoplanets. This benefits students, the department, college and university by enriching the content of original exoplanet research at Texas A&M.  |

| <b>COLLEGE OF VETERINARY MEDICINE AND BIOMEDICAL SCIENCES</b>              |    |                           |   |
|--|----|---------------------------|---|
| Jing Cai<br>Associate<br>Professor<br>Integrative<br>Biosciences           | 7  | Fall 2018                 | Dr. Cai's leave will take place at the Center for Genomic Medicine in Boston, Massachusetts and Kyoto University Graduate School of Medicine in Japan, where she will focus on developing novel computational tools and statistical tests for analyzing DNA and RNA sequence data to reveal the genetic basis of complex diseases. A primary benefit will be to bring discoveries and new knowledge through collaborations back to the genetic research community at Texas A&M. Impacts will also include a research partnership between Texas A&M and Kyoto University as well as new educational materials and learning opportunities for students.   |
| Michael Polymenis<br>Professor<br>Biochemistry and<br>Biophysics           | 18 | Fall 2018                 | Dr. Polymenis' leave will take place at the Centre for Research and Technology Institute in Greece. Dr. Polymenis' research generates genomic datasets that require extensive computational follow-up. Dr. Polymenis will develop his computational skills, to complement his expertise in biochemistry. "Big-data analytics" is reshaping science and is now a stated goal of student training, and the focus of initiatives such as the Texas A&M Interdisciplinary Research in Big Data. Dr. Polymenis' leave will benefit the teaching mission of the department and the strategic vision of the university.  |
| Juan Romano<br>Associate<br>Professor<br>Large Animal<br>Clinical Sciences | 9  | Fall 2018-<br>Spring 2019 | Dr. Romano's leave will take place in Bologna, Italy at the College of Veterinary Medicine where he will pursue research on a new aseptic semen collection technique for microbiological culture and determination of antibiotic levels in the male genital tract in bulls. The research conducted by Dr. Romano will permit the advancement of knowledge in the area of male reproduction and will also have significant global influence in the practice of veterinary medicine. The impact of this investigation will be worldwide recognition for Texas A&M.  |
| Guan Zhu<br>Professor<br>Veterinary<br>Pathobiology                        | 17 | Fall 2018                 | Dr. Zhu's leave will take place at the Institute of Zoonosis, Jilin University (JLU), Changchun in China, which is internationally recognized in food-borne zoonotic diseases and host of a World Organization for Animal Health Collaborating Center. JLU has secured a grant (~\$151,000 USD) to host Dr. Zhu's collaborative research in molecular parasitology to gain a deeper understanding of interactions between host and zoonotic Cryptosporidium parasites. Benefits and impact for Texas A&M include strengthening this international research partnership, developing new molecular tools to mitigate these pathogens thereby enhancing training of next-generation scientists and providing a competitive edge to attract funding from national and international agencies. |

| <b>MAYS BUSINESS SCHOOL</b>                                |    |           |   |
|--|----|-----------|---|
| Murray Barrick<br>Distinguished<br>Professor<br>Management | 11 | Fall 2018 | Dr. Barrick's leave will take place at the University of Cambridge in England, the University of Massachusetts in Boston, Massachusetts and the University of Iowa in Iowa City, Iowa. Dr. Barrick will work on three different research projects with faculty from each of these universities, as well as attend seminars and colloquia and interact with colleagues and Ph.D. students to expand his network and refine scholarship ideas. Overall, this leave will enhance Texas A&M's research reputation and promote student learning at the undergraduate, masters, and Ph.D. level.  |
| <b>TEXAS A&amp;M UNIVERSITY AT GALVESTON</b>               |    |           |   |
| Samuel Brody<br>Professor<br>Marine Sciences               | 15 | Fall 2018 | Dr. Brody's leave will take place in the Netherlands where he will advance his work on flood risk reduction. Specific activities will include: 1) working with Dutch university colleagues and governments to better understand how to reduce flood impacts in Texas; 2) establishing research experiences for Texas A&M students in the Netherlands; and 3) developing a proposal for an international center between the Netherlands and the U.S. These activities will benefit the university by helping to secure external funding for a research center and the state by importing cutting-edge flood mitigation techniques to the Texas coast where they can save lives and property. |
| Anja Schulze<br>Associate<br>Professor<br>Marine Biology   | 11 | Fall 2018 | Dr. Schulze's leave will take place at the Museum and Art Gallery of the Northern Territory in Darwin City, Australia and at the Australian Museum Research Institute in Sydney, Australia. The research will expand a project funded by the National Geographic Society on the biodiversity and cultural significance of an annual mass spawning/swarming event of marine worms in Timor-Leste (East Timor). The leave activities fall under "Marine-focused One Health Research," as outlined in Texas A&M University at Galveston's Strategic Plan and promote research and educational programs internationally and enhance undergraduate and graduate education and training.          |

| <b>UNIVERSITY LIBRARIES</b>                          |   |           |   |
|--|---|-----------|---|
| Stephen Bales<br>Associate<br>Professor<br>Libraries | 9 | Fall 2018 | Dr. Bales' leave will take place in College Station, Texas where he will work on the book <i>Serapis: The Sacred Library and its Declericalization</i> . This critical/cultural study will analyze the academic library as an ideological institution influenced by religious symbolism. During the leave period, Dr. Bales will prepare two chapters of the manuscript, submit a proposal to a disciplinary conference for presentation on the topic, and draft a publication proposal to submit to an academic book publisher. Dr. Bales' leave will benefit instructors teaching courses related to his research, as well as the overall visibility of his research and Texas A&M on a national and international level. |

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Michael K. Young, President  
Texas A&M University

**Subject:** Approval of a New Bachelor of Science Degree Program with a Major in Anthropology, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

**Proposed Board Action:**

Approve the establishment of a new degree program at Texas A&M University (Texas A&M) leading to a Bachelor of Science (B.S.) in Anthropology, authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval and certify that all applicable THECB criteria have been met.

**Background Information:**

Texas A&M added a Bachelor of Arts (B.A.) in Anthropology in 1975. The department currently has approximately 200 anthropology majors. The department proposes to add a B.S. in Anthropology degree program to the existing B.A. in Anthropology.

Anthropology is a STEM discipline that cuts across the social sciences and humanities. During the past decade, the field of Anthropology has become increasingly scientific, not just in its theory and method but also in its practical applications. The development of new technologies and their use in anthropological contexts have created a critical need for scientifically trained professionals with undergraduate as well as graduate degrees. In the traditionally scientific fields of prehistory, paleoecology, and paleoanthropology, anthropologists are finding themselves in heightened demand in the forensics, molecular-genetic, medical, conservation, and resource-planning professions. Undergraduate students in anthropology are tasked with learning an ever-increasing set of new technical and scientific skills, more than can be mastered through a traditional B.A. program. The new B.S. degree will provide anthropology students with an opportunity to acquire a stronger background in the sciences and master scientific analytical skills in the anthropological discipline in preparation for relevant professional careers.

The B.S. degree differs from the B.A. degree in two important regards: (1) The B.S. degree program requires students to complete a different set of core curriculum requirements. They will complete 12 additional hours in the Life and Physical Sciences category and three additional hours in Math, while taking fewer hours in Foreign Languages and Language, Philosophy and Culture categories. (2) The B.S. degree program also requires students to complete six hours in anthropological methods. Students in the B.A. degree program are not required to take methods-based courses.

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

There are minimal costs associated with the proposed B.S. in Anthropology, and the new degree program will not require any new faculty hires. The estimated five-year costs for this degree program are \$177,459. These costs are exceeded by the estimated five-year revenue of \$1,534,812.



Agenda Item No.

**TEXAS A&M UNIVERSITY**

Office of the President

October 30, 2017

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

Subject: Approval of a New Bachelor of Science Degree Program with a Major in Anthropology, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University leading to a Bachelor of Science degree in Anthropology.**

**The Board also authorizes submission of Texas A&M University’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

Michael K. Young  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Texas A&M University**

Bachelor of Science  
with a major in Anthropology  
(CIP 45.0201.00)

**Program Review Outline****BACKGROUND & PROGRAM DESCRIPTION**

Administrative Unit: College of Liberal Arts, Department of Anthropology

Anthropology is the holistic study of humans and other primates. At a general level, scholars who work in this field are united by their interest in understanding human diversity across time and space. The discipline includes the subfields of archaeology, biological anthropology, and cultural anthropology. Students who major in anthropology take coursework on cultural diversity, culture change and development, New World archaeology, Old World archaeology, nautical archaeology, human behavioral ecology, primate behavior and conservation, human evolution, and human osteology/bioarchaeology. The proposed Bachelor of Science (B.S.) in Anthropology will provide students interested in anthropology with the opportunity to acquire a stronger background in the sciences, by completing university and college core curriculum requirements for B.S. degrees, and master scientific analytical skills in the discipline of anthropology. In addition to providing a broad training in the field of anthropology, the curriculum includes coursework in anthropological methods and anthropological application of statistics. Students may opt to take a concentration of anthropology electives in one of three subfields: archaeology, biological anthropology, or cultural anthropology.

The program will have five learning objectives:

- (1) To provide students with a broad-based understanding of basic concepts in three subfields of anthropology (archaeology, biological anthropology, and cultural anthropology).
- (2) To provide students with the ability to explain anthropological concepts to the lay public.
- (3) To enhance student understanding of human diversity (past and present).
- (4) To prepare students to live and work in an increasingly diverse world, by teaching them to understand cultures and environments outside of those in which they were enculturated.
- (5) To provide students with strong writing skills necessary to communicate about anthropology.

Students will complete a total of 120 SCHs for the B.S. in Anthropology, including 31 SCHs in Anthropology.

| <b>Category</b>                                 | <b>SCH</b> |
|---|------------|
| Anthropology Coursework                         | 31         |
| University and College Required Core Coursework | 66         |
| General Electives                               | 23         |
| <b>Total</b>                                    | <b>120</b> |

The proposed implementation date is August 2018.

Texas A&M University (Texas A&M) certifies that the proposed new degree program meets the criteria under 19 Texas Administrative Code, Section 5.45 in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

## **I. NEED**

### **A. Employment Opportunities**

According to the U.S. Bureau of Labor Statistics (May, 2016), professional employment in Anthropology and Archaeology is predicted to rise by 4.4% during the next decade. Texas is ranked among the top five U.S. states with the highest employment of anthropologists, and Houston is the top-paying metropolitan area for this occupation. Anthropologists tracked by the Bureau of Labor Statistics work primarily in (1) scientific research and development, (2) technical consulting, (3) government, and (4) museum contexts. Success in these fields requires strong skills in the ever-increasing repertoire of scientific techniques anthropologists use to research, conserve, and preserve cultural and historical resources. Although students with B.A. degrees in Anthropology would be eligible for these jobs, students with B.S. degrees in Anthropology will be in a better position to get these jobs due to their scientific training. Besides this, an increasing number of anthropology graduates are pursuing careers in medicine, education, diplomacy and foreign service, law enforcement, business, and corporate business.

### **B. Projected Enrollment**

Within a five-year period, approximately 140 students are likely to be enrolled in this degree program. This enrollment growth includes (but is not limited to) students who might otherwise complete a B.A. in Anthropology.

### **C. Existing State Programs**

The University of Houston and Texas State University are the only public universities in the state of Texas that currently offer a B.S. degree in Anthropology. Some of the anthropology departments in the state of Texas (including the University of Texas at Austin) emphasize the humanities to a greater extent than the social sciences, and this likely explains why they do not offer a B.S. degree.

## **II. QUALITY & RESOURCES**

### **A. Faculty**

All 25.5 faculty in the Department of Anthropology will be teaching courses for the proposed B.S. degree program. This includes 22.5 FTE tenured/tenure-track faculty members, and three FTE academic professional track professors, 100% of whom have earned Ph.D. degrees. No new faculty will be necessary to offer this new degree.

## **B. Program Administration**

The program will be administered by the Department Head of Anthropology and supervised by the Dean of the College of Liberal Arts. The department currently has three support staff and one academic advisor who is shared with another department in the college. No new staff will be needed for this new program.

## **C. Other Personnel**

The department regularly employs graduate students as Graduate Assistants-Teaching positions. These personnel would assist with the teaching of several courses in the program.

## **D. Supplies and Materials**

The proposed degree program will not require any supplies and materials above and beyond that absorbed in the department's annual operating budget.

## **E. Library**

The Texas A&M library already maintains a comprehensive list of journal and database subscriptions relevant to the study of anthropology. Existing resources are more than sufficient to serve the proposed B.S. in Anthropology. In the last three years alone, the library has added more than 2,400 new printed books and hundreds more electronic media in anthropology, and they maintain a comprehensive list of journal subscriptions in the field.

## **F. Equipment and Facilities**

The Department of Anthropology occupies its own building on the main campus, and maintains equipment and dedicated spaces for the training of students in the proposed B.S. program. Department facilities include fully equipped labs in ancient genomics, palynology, paleoecology, paleoethnobotany, zooarchaeology, museum studies, stone-artifact technology, geoarchaeology, archaeochemistry, archaeological conservation, and nautical archaeology. Department facilities also include the Conservation Research Laboratory at the RELIS campus. All of these laboratory facilities are used not just for research but also for instructing students in anthropological/archaeological research methods.

## **G. Accreditation**

The discipline of anthropology does not have a specific accreditation process or accrediting agency or organization. All degree programs, however, are reviewed every seven years through Texas A&M's academic program review process.

### III. NEW 5-YEAR COSTS & FUNDING SOURCES

| NEW FIVE-YEAR COSTS           |                  | SOURCES OF FUNDING               |                    |
|-------------------------------|------------------|----------------------------------|--------------------|
| Faculty                       | \$110,348        | Formula Income                   | \$60,760           |
| Program Administration        | \$67,111         | Statutory Tuition                | \$210,000          |
| Graduate Assistants           | \$0              | Reallocation                     | \$177,459          |
| Supplies & Materials          | \$0              | Designated Tuition               | \$617,400          |
| Library & IT Resources        | \$0              | Other Funding:                   |                    |
| Equipment, Facilities         | \$0              | Student Fees                     | \$469,193          |
|                               |                  |                                  |                    |
| Other                         |                  |                                  |                    |
| <b>Estimated 5-Year Costs</b> | <b>\$177,459</b> | <b>Estimated 5-Year Revenues</b> | <b>\$1,534,812</b> |

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Michael K. Young, President  
Texas A&M University

**Subject:** Approval of a New Bachelor of Arts Degree Program with a Major in Computing, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

### **Proposed Board Action:**

Approve the establishment of a new degree program at Texas A&M University (Texas A&M) leading to a Bachelor of Arts (B.A.) with a major in Computing, authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval and certify that all applicable THECB criteria have been met.

### **Background Information:**

The Bachelor of Arts degree with a major in Computing will provide students with the opportunity to obtain computer science (CS) knowledge and skills in non-engineering areas such as science, liberal arts, business, education, etc. The degree program is designed to provide flexibility in the choice of courses, in CS and in their domain of interest, so that students, after graduation, can have a broader range of career options, in industry and academia, which are both increasingly demanding interdisciplinary talent with strong computational fundamentals.

According to the U.S. Bureau of Labor Statistics: "Employment of computer and information technology occupations is projected to grow 12 percent from 2014 to 2024, faster than the average for all occupations. These occupations are expected to add about 488,500 new jobs, from about 3.9 million jobs to about 4.4 million jobs from 2014 to 2024, in part due to a greater emphasis on cloud computing, the collection and storage of big data, more everyday items becoming connected to the Internet in what is commonly referred to as the "Internet of things," and the continued demand for mobile computing." For applications such as big data analysis, multi-disciplinary applications of computing are a requirement. The B.A. in Computing will provide the flexibility for students to have a secondary focus area and positions them well to satisfy the future needs of employers in a wide variety of fields.

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

There are no anticipated new costs or revenue with the implementation of the proposed program, as existing resources will be used to implement the program, and overall enrollment in the College of Engineering is not expected to increase with the addition of the proposed program.

Agenda Item No.

**TEXAS A&M UNIVERSITY**

Office of the President

October 10, 2017

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

Subject: Approval of a New Bachelor of Arts Degree Program with a Major in Computing,  
and Authorization to Request Approval from the Texas Higher Education  
Coordinating Board

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University leading to a Bachelor of Arts degree with a major in Computing.**

**The Board also authorizes submission of Texas A&M University’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

Michael K. Young  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Texas A&M University**

Bachelor of Arts  
with a major in Computing  
(CIP 11.0701.00)

**Program Review Outline**

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**BACKGROUND & PROGRAM DESCRIPTION**

Administrative Unit: Department of Computer Science and Engineering, College of Engineering

The Bachelor of Arts degree with a major in Computing will provide students with the opportunity to obtain computer science (CS) knowledge and skills to be coupled with their non-CS interests in non-engineering areas such as liberal arts, science, education, business, etc. The degree will allow students to build up strong computational fundamentals custom-fit to their domains of interest that require such skills.

The main educational objective of the proposed program is to enable students with interests in a broad range of topics to develop robust computational skills, both theoretical and practical, that strongly complement their non-CS interests.

The degree is designed as a 120 semester credit hour (SCH) program, including 42 SCH of core curriculum, 31 SCH of required computer science courses, and 3 SCH of statistics. The unique feature of this program is the amount of flexibility in the choice of the remaining courses: 9 SCH of prescribed electives in computer science and 29 SCH of free electives. The only special requirement is 6 SCH of English or Communications.

The proposed implementation date is fall 2018.

Texas A&M University (Texas A&M) certifies that the proposed new degree program meets the criteria under [19 Texas Administrative Code, Section 5.45](#) in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

**I. NEED**

**A. Employment Opportunities**

According to the U.S. Bureau of Labor Statistics: "Employment of computer and information technology occupations is projected to grow 12 percent from 2014 to 2024, faster than the average for all occupations. These occupations are expected to add about 488,500 new jobs, from about 3.9 million jobs to about 4.4 million jobs from 2014 to 2024." The B.A. in Computing program is expected to help meet such a need. Since "computer and information technology" is a broadly defined job category that is now integral to many traditionally non-computing industry employers (i.e., big retailers, oil and



gas industry, public sector, etc.), a well-rounded training with area-specific knowledge combined with computing skills is needed to meet these demands.

While there will always be a need for B.S. in Computer Science graduates, the B.A. in Computing recognizes the multi-disciplinary nature and impact that Computer Science has had on virtually every segment of society. This impact necessitates multi-disciplinary experts that the singular focus of the B.S. degree in Computer Science does not allow for within a 4-year degree. Hence, the B.A. in Computing seeks to fill that gap.

## **B. Projected Enrollment**

Total enrollment in the College of Engineering is not expected to increase as a result of this program. Students admitted into the college will be provided with an additional choice of major. From those students admitted into the college, the projected enrollment into this program is about 27 new students per year. Therefore, once a steady state is reached, the total enrollment will be about 108.

## **C. Existing State Programs**

There are 34 public institutions in Texas that offer degree programs related to Computer Science. However, only three offer B.A. degrees in Computer Science: University of Texas at Austin, Texas State University, and Midwestern State University.

As stated above, the large projected growth within the field of Computing is expected not only within traditional Computer Science disciplines, but other disciplines as well. Hence, the need for such a degree.

# **II. QUALITY & RESOURCES**

## **A. Faculty**

The courses will be taught and administered by the current faculty members in the Department of Computer Science and Engineering (CSCE). Because the projected enrollment in the proposed program is nominal (27 per year, which is less than 10% compared to the current total enrollment: ~108 new students over four years vs. ~1000 current total enrollment), the existing faculty can provide the same level of service and quality.

## **B. Program Administration**

The program will be administered by CSCE. The undergraduate curriculum committee within CSCE will oversee aspects related to the B.A. in Computing. Students will be advised by undergraduate advisors within CSCE of which there are currently three undergraduate advisors.

**C. Other Personnel**

No additional personnel will be required to administer the proposed program.

**D. Supplies, Materials**

No additional supplies and materials will be required.

**E. Library**

The existing library resources on computing and information sciences at Texas A&M are sufficient to support the proposed program.

**F. Equipment, Facilities**

No new equipment or facilities will be required.

**G. Accreditation**

The proposed program will not seek accreditation. Texas A&M is fully accredited by the Southern Association of Colleges and Schools Commission on Colleges.

**III. NEW 5-YEAR COSTS & FUNDING SOURCES**

The proposed degree program will use existing resources in the College of Engineering and total enrollment in the college is not expected to increase, so there are no new costs or sources of funding expected.

| <b>NEW FIVE-YEAR COSTS</b>    |            | <b>SOURCES OF FUNDING</b>        |            |
|-------------------------------|------------|----------------------------------|------------|
| Faculty                       | \$0        | Formula Income                   | \$0        |
| Program Administration        | \$0        | Statutory Tuition                | \$0        |
| Graduate Assistants           | \$0        | Reallocation                     | \$0        |
| Supplies & Materials          | \$0        | Designated Tuition               | \$0        |
| Library & IT Resources        | \$0        | Other Funding:                   |            |
| Equipment, Facilities         | \$0        | List other funding               |            |
|                               |            | Student Fees                     | \$0        |
| Other                         | \$0        |                                  |            |
| <b>Estimated 5-Year Costs</b> | <b>\$0</b> | <b>Estimated 5-Year Revenues</b> | <b>\$0</b> |

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Michael K. Young, President  
Texas A&M University

**Subject:** Approval of a New Master of International Policy Degree Program and Authorization to Request Approval from the Texas Higher Education Coordinating Board

### **Proposed Board Action:**

Approve the establishment of a new degree program at Texas A&M University (Texas A&M) leading to a Master of International Policy (M.I.P.), authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval and certify that all applicable THECB criteria have been met.

### **Background Information:**

The M.I.P. is a 30 semester credit hour (SCH), non-thesis, degree program offered fully in residence (with an option of taking up to six SCH online) on the Texas A&M College Station campus. Students may select either the National Security and Diplomacy track or the International Development and Economic Policy track. Students admitted to the program will have a minimum of six years of professional experience in the field of international affairs, broadly understood. The degree is particularly geared for U.S. military officers who are required to spend a year of advanced study for promotion, but it is also well-suited for mid-career professionals in the fields of international diplomacy, security, trade and development.

The curriculum consists of two required courses in 1) the theory and practice of international politics and 2) fundamentals of the global economy. Students take five courses in one of the two program tracks – National Security and Diplomacy or International Development and Economic Policy. The remaining three courses are electives.

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

It is anticipated that 10 students or less will enroll in the program per year during the first 5 years. The students in the program will join existing Bush School classes currently being offered in the Master of International Affairs degree program. It is envisioned that there will be no need to add extra faculty or staff during this period as a result of the new degree program. The increased graduate SCH generation from these students will offset any added costs the program will bring.

Agenda Item No.

**TEXAS A&M UNIVERSITY**

Office of the President

October 31, 2017

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

Subject: Approval of a New Master of International Policy Degree Program, and  
Authorization to Request Approval from the Texas Higher Education Coordinating  
Board

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University leading to a Master of International Policy.**

**The Board also authorizes submission of Texas A&M University’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

Michael K. Young  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Texas A&M University**

Master of International Policy  
(CIP 44.0504.00)

**Program Review Outline****BACKGROUND & PROGRAM DESCRIPTION**

**Administrative Unit:** The Bush School of Government and Public Service (Bush School), Department of International Affairs

The Master of International Policy (M.I.P.) is a 30 semester credit hour (SCH), non-thesis, degree program offered fully in residence (with an option of taking up to six SCH online) on the Texas A&M University College Station campus. Students may select either the National Security and Diplomacy track or the International Development and Economic Policy track. Students admitted to the program will have a minimum of six years of professional experience. The degree is particularly geared for U.S. military officers who are required to spend a year of advanced study for promotion, but it is also well-suited for mid-career professionals in the fields of international diplomacy, security, trade and development. As currently envisaged, the first five years of the program will require no additional faculty resources. Students will take existing courses offered by the Bush School.

Educational Objectives: The purpose of the M.I.P. degree is to prepare principled leaders for public service who have the critical skills, knowledge and expertise to excel and lead in the international arena. The program is geared toward the mid-career professional who is permitted or required by his/her employer to spend a year of intensive study as part of his/her professional development.

Curricular Requirements:

| <b>Category</b>   | <b>Semester<br/>Credit Hours</b> |
|---|----------------------------------|
| a. Required Courses (of all students)                             | 6                                |
| b. Prescribed Elective (by track)                                 | 15                               |
| c. Elective Courses   | 9                                |
| d. Thesis/Dissertation  | 0                                |
| e. Other (specify)<br>(e.g. internships/clinical practicum, etc.) | 0                                |
| <b>TOTAL SCH REQUIREMENTS</b>                                     | <b>30</b>                        |

The proposed implementation date is fall 2018.

Texas A&M University (Texas A&M) certifies that the proposed new degree program meets the criteria under [19 Texas Administrative Code, Section 5.45](#) in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

## I. NEED

### A. Employment Opportunities

The primary target audience of the degree is United States military officers. Officers are required to do one year of post-graduate study for promotion. Although many officers will attend one of the war colleges to satisfy this requirement, some elect to spend a year in a civilian master's degree program. This option is growing in importance as the military has recognized the need for officers who are trained broadly in international affairs. In 2015, the U.S. Army alone named 387 "Army War College Fellows" who pursued a year of higher education at civilian institutions. If the Bush School could attract just 5% of those Fellows, it would more than reach its target goals for enrollment in this new degree program.

The M.I.P. degree will also be a useful degree for mid-career professionals in numerous areas, including the international energy sector present in Houston, and foreign professionals, including foreign diplomats, who are seeking an American graduate educational experience. The M.I.P. seeks to attract students who would already be employed and returning to the employers who supported their year of professional study.

### B. Projected Enrollment

|                               | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Comments   |
|-------------------------------|--------|--------|--------|--------|--------|--|
| Students Returning            |        | 0      | 0      | 0      | 0      | One year program; no anticipated carry-overs             |
| New Students                  | 5      | 6      | 7      | 8      | 10     |  |
| Total # of Students           | 5      | 6      | 7      | 8      | 10     |  |
| FTSE                          | 5      | 6      | 7      | 8      | 10     |  |
| Attrition                     | 0      | 0      | 0      | 0      | 0      |  |
| Graduates During Current Year | 5      | 6      | 7      | 8      | 10     | One year program; assumes no attrition & full graduation |

### C. Existing State Programs

There are no in-residence master's degree programs in the general field of international affairs/international policy/national security aimed at mid-career professionals, able to be completed in one year of residence, and offered by a public university in Texas. There are no programs in public universities or state colleges that offer a Master of International Policy with the CIP code of 44.0504.00 and only two programs in public universities or state colleges that offer a Master of International Affairs with the CIP code of 45.0901.00 (Texas A&M's Bush School and the LBJ School at the University of Texas at Austin). Both of these programs require at least two years in residence to complete the degree. Only two other programs in the state of Texas offer master's degrees in the related field of

National Security Policy Studies (CIP Code 45.0902.00): the University of Texas at El Paso and Angelo State University. Both are offered exclusively in an online/distance learning format.

## **II. QUALITY & RESOURCES**

### **A. Faculty**

There will be no additional faculty required in the first five years of the program. Existing faculty in the Bush School's Master of International Affairs program, housed primarily in the Department of International Affairs but also including faculty in the Department of Public Service and Administration, already teach all the necessary courses for the degree. All FTE graduate faculty currently employed in the Bush School will be eligible to teach in the M.I.P. program. Their teaching will be part of their regular loads, as the M.I.P. students will join existing Bush School classes.

### **B. Program Administration**

The Head of the International Affairs Department will serve as the director of the M.I.P. degree.

### **C. Other Personnel**

In the first five years of the program, no additional staff will be required. The program will utilize existing staff in the Department of International Affairs, the Career Services Office and the Office of Admissions at the Bush School.

### **D. Supplies, Materials**

Supplies and materials will be purchased as needed. These costs are included in the table below.

### **E. Library**

The library's current holdings are adequate for the support of the proposed master's degree program. The library already offers a substantial collection of digital and hardcopy material in the field of international affairs/international policy.

### **F. Equipment, Facilities**

No additional classroom facilities are needed, since the students in the M.I.P. program will be joining existing Bush School classes. As no new staffing is anticipated in the first five years of the program, no equipment will need to be purchased for new personnel. Necessary supplies for the M.I.P. students will be purchased as needed.

**G. Accreditation**

There is no national accrediting body for programs in international affairs/international policy. The Bush School is already a full member of the Association of Professional Schools of International Affairs (APSIA). APSIA is the educational professional association comprised of the leading graduate programs in international affairs. Its membership is made up of 60+ schools in the Americas, Asia, and Europe dedicated to the improvement of professional education in international affairs and the advancement thereby of international understanding, prosperity, peace, and security.

**III. NEW 5-YEAR COSTS & FUNDING SOURCES**

| <b>NEW FIVE-YEAR COSTS</b>    |                  | <b>SOURCES OF FUNDING</b>        |                    |
|-------------------------------|------------------|----------------------------------|--------------------|
| Faculty                       | \$538,177        | Formula Income                   | \$99,848           |
| Program Administration        | \$56,978         | Statutory Tuition                | \$54,000           |
| Graduate Assistants           | 0                | Reallocation                     | \$595,158          |
| Supplies & Materials          | \$14,000         | Designated Tuition               | \$152,280          |
| Library & IT Resources        | 0                | Other Funding:                   |                    |
| Equipment, Facilities         | 0                | Board Authorized Tuition         | \$54,000           |
|                               |                  | Student Fees                     | \$233,907          |
| Other (Ops and Maintenance)   | \$34,000         |                                  |                    |
| <b>Estimated 5-Year Costs</b> | <b>\$643,155</b> | <b>Estimated 5-Year Revenues</b> | <b>\$1,189,193</b> |



Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Michael K. Young, President  
Texas A&M University

**Subject:** Approval of a New Bachelor of Science in Environmental Engineering Degree Program, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

**Proposed Board Action:**

Approve the establishment of a new degree program at Texas A&M University (Texas A&M) leading to a Bachelor of Science (B.S.) in Environmental Engineering (EVEN), authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval, and certify that all applicable THECB criteria have been met.

**Background Information:**

The environmental engineering field in Texas and the United States is high-paying (Texas state annual mean wage is \$96,470) with very high projected growth (140 annual job openings), but it is currently under-served by higher education institutions in Texas. There are only three ABET-accredited B.S. programs in EVEN in Texas, one of which is not at a public institution. A B.S. in EVEN program proposed by the University of Texas at Austin was recently approved by the THECB (October 2016) and 89 students have enrolled during the spring and fall 2017 semesters. To meet the needs of the state of Texas, Texas A&M is proposing a B.S. degree program in EVEN to launch in fall 2018. Texas A&M has the resources to launch this program with minimal need for new resources as it extends current faculty and facilities to support the curriculum.

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

The five-year costs associated with the proposed EVEN undergraduate program start-up are estimated to be \$324,800. Five-year funding is estimated at \$7,873,050 using the THECB's funding estimation tool. The positive balance is reflective of the extensive use of existing courses and faculty resources, with only two new faculty being added. No new staff positions are needed.

Agenda Item No.

**TEXAS A&M UNIVERSITY**

Office of the President

October 31, 2017

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

Subject: Approval of a New Bachelor of Science in Environmental Engineering Degree Program, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University leading to a Bachelor of Science degree with a major in Environmental Engineering.**

**The Board also authorizes submission of Texas A&M University’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

Michael K. Young  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Texas A&M University**

Bachelor of Science  
with a major in Environmental Engineering  
(CIP 14.1401)

**Program Review Outline**

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**BACKGROUND & PROGRAM DESCRIPTION**

Administrative Unit: College of Engineering, Zachry Department of Civil Engineering

Environmental engineers apply fundamental knowledge with judgment to protect human health and environmental quality. The fundamental knowledge base of environmental engineering is broader than most engineering fields because of the complexity of environmental issues. This knowledge base spans biology, chemistry, physics, ecology, earth sciences, mathematics, and social sciences. Environmental engineers apply knowledge from these areas to understand how energy and materials flow through natural environmental systems and how engineered systems can be designed and operated to protect the natural systems and human health. The importance of this work is shown by the fact that achieving five of the 14 Grand Challenges identified by the National Academy of Engineering will require substantial input from environmental engineers.

The proposed Bachelor of Science (B.S.) in Environmental Engineering (EVEN) degree will emphasize specialized coursework in water and waste water treatment, air and water quality management, solid and hazardous wastes, ground water protection and remediation, and environmental policy. The degree is appropriate for those wishing to pursue careers in protecting the natural environment from human activities, protecting human populations from the effects of adverse environmental factors and improving the environmental quality for human health and well-being.

Educational Objectives

The program educational objectives for the proposed program are to produce graduates:

1. Who will successfully enter the environmental engineering practice and become licensed professional engineers;
2. Who will pursue advanced study in environmental engineering and related disciplines; and
3. Who will continue to be engaged in professional development, advancing into positions of leadership in the engineering fields

The B.S. in EVEN degree curriculum has been designed to comply with accreditation standards of the Accreditation Board for Engineering and Technology (ABET) and to reflect the Environmental Engineering Body of Knowledge published by the American Academy of Environmental Engineers and Scientists.

The proposed implementation date is fall 2018.

Texas A&M University (Texas A&M) certifies that the proposed new degree program meets the criteria under [19 Texas Administrative Code, Section 5.45](#) in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

## I. NEED

### A. Employment Opportunities

The most employment growth for environmental engineers is projected to be in professional, scientific, and technical services, as governments at the federal, state, county, and local levels draw on this industry to help address the myriad of environmental challenges. As presented in **Table 1**, the Bureau of Labor and Statistics projects that from 2012 to 2022, nationwide employment in the field will increase by 15.3%, for a total of 2,110 new graduates needed per year. For Texas, the projected need for environmental engineers is even more pronounced with an estimated increase of 23.7%.

**Table 1: National and State Trends in Long-Term Employment for Environmental Engineers**

| United States             | Employment (avg annual) |        | Percent Change | Projected Annual Job Openings* | Projected Total Job Openings by 2022 |
|---------------------------|-------------------------|--------|----------------|--------------------------------|--------------------------------------|
|                           | 2012                    | 2022   |                |                                |                                      |
| Environmental Engineering | 53,200                  | 61,400 | 15.3%          | 2,110                          | 21,100                               |
| Texas                     | Employment (avg annual) |        | Percent Change | Projected Annual Job Openings* | Projected Total Job Openings by 2022 |
|                           | 2012                    | 2022   |                |                                |                                      |
| Environmental Engineering | 2,880                   | 3,570  | 23.7%          | 140                            | 1,400                                |

\*Projected Annual Job Openings refers to the average annual job openings due to growth and net replacement.

Project Central ([www.projectionscentral.com](http://www.projectionscentral.com))

Texas Workforce Commission (<http://www.twc.state.tx.us>)

### B. Projected Enrollment

**Table 2** presents the estimated cumulative headcount and full-time student equivalents (FTSE) enrollment projections for the first five years of the EVEN program. The projections assume a retention rate of 90%. Our recruitment strategy will focus on attracting domestic students from Texas with particular emphasis on students underrepresented in engineering (e.g., Hispanics, African Americans, and females) as well as first-generation college students.

**Table 2. Enrollment Projections for the Proposed B.S. Degree in Environmental Engineering Program at Texas A&M University**

| YEAR           | 1  | 2  | 3   | 4   | 5   |
|----------------|----|----|-----|-----|-----|
| Headcount/FTSE | 33 | 70 | 108 | 129 | 140 |
| Attrition      | 3  | 4  | 5   | 5   | 5   |
| Graduates      | 0  | 8  | 24  | 34  | 45  |

Enrollment in this degree program will not increase total enrollment in the Texas A&M College of Engineering – all college enrollment plans and caps will be unaffected. It is expected that this degree program will attract students who would have entered other engineering majors.

### **C. Existing State Programs**

At the current time, only three universities in Texas offer an ABET-accredited B.S. degree in EVEN (Texas A&M University-Kingsville, Tarleton State University, and Southern Methodist University). Texas Tech University offers a combined five-year B.S./M.S. program (only the M.S. degree is ABET-accredited). In total, these four universities produced 43 B.S. graduates in the 2014-2015 academic year, far lower than the projected annual 140 job openings in Texas. The University of Texas at Austin received approval for the B.S. in EVEN in fall 2016 and has enrolled 89 students into the program. Fall 2017 admissions were 33% above the original target indicating strong unmet demand by students in Texas.

## **II. QUALITY & RESOURCES**

### **A. Faculty**

The EVEN faculty will be composed of faculty members in the Zachry Department of Civil Engineering (CVEN) as well as the Department of Biological and Agricultural Engineering (BAEN). There will be a need to hire two new faculty, one of whom will be a professor of practice. The proposed EVEN core faculty will be comprised of eight CVEN faculty members, and the proposed EVEN support faculty will be comprised of nine CVEN faculty and six BAEN faculty.

### **B. Program Administration**

The new EVEN program will be administered through the Zachry CVEN which is housed in the College of Engineering.

### **C. Other Personnel**

Personnel needed for clerical functions, academic advising, facilities maintenance, and other tasks are already in place within Zachry CVEN.

### **D. Supplies, Materials**

Teaching laboratories will require a minimal amount of (consumable) supplies and materials for program establishment. The cost estimate for these items is \$10,000 for the first five years of the program.

### **E. Library**

Library resources at Texas A&M are more than adequate to support the ABET Facilities Criterion. The library services and computing & information infrastructure can sufficiently support scholarly and professional activities of the EVEN faculty and students.

### **F. Equipment, Facilities**

Laboratory space is available on the College Station campus for teaching and research in environmental engineering. This includes chemical storage, autoclaves, cold storage, and major equipment operation and a wide range of equipment available for environmental measurements. A purpose-designed environmental engineering teaching laboratory already exists in room 229 of

the Civil Engineering Laboratory Building. A minimal amount of new equipment for this teaching laboratory is needed with a cost estimate of \$25,000. The Zachry Engineering Education Center (currently under construction) will also be available to EVEN students. This 550,000 sq.ft. building will provide state-of-the-art space and equipment for transformative learning and discovery. Also, the Engineering Innovation Center is a facility available to all Texas A&M engineering students and includes over 16,000 square feet of space for (1) prototyping and design workspace, (2) a fabrication center, (3) an engineering analysis lab, conference room and a digital video recording room, as well as (4) office space.

**G. Accreditation**

The EVEN program curriculum is designed to meet the General Criteria of the Engineering Accreditation Commission of ABET. The applicable criteria for environmental engineering are determined by the American Academy of Environmental Engineers and Scientists. ABET requires that an institution seeking accreditation for a new engineering degree program apply for an accreditation visit in the first fall after students have graduated from the new degree program. The most recent comprehensive ABET review for the engineering programs at Texas A&M University occurred in September 2016. The current cost for ABET accreditation is \$4,200 per program per accreditation cycle; this cost is listed in the “Other” line in the table below.

**III. NEW 5-YEAR COSTS & FUNDING SOURCES**

| NEW FIVE-YEAR COSTS           |                  | SOURCES OF FUNDING               |                    |
|-------------------------------|------------------|----------------------------------|--------------------|
| Faculty                       | \$285,600        | Formula Income                   | \$774,393          |
| Program Administration        | \$0              | Statutory Tuition                | \$765,300          |
| Graduate Assistants           | \$0              | Reallocation                     | \$0                |
| Supplies & Materials          | \$10,000         | Designated Tuition               | \$4,623,483        |
| Library & IT Resources        | \$0              | Other Funding:                   | \$0                |
| Equipment, Facilities         | \$25,000         | Student Fees                     | \$1,709,874        |
| Other                         | \$4,200          |                                  |                    |
| <b>Estimated 5-Year Costs</b> | <b>\$324,800</b> | <b>Estimated 5-Year Revenues</b> | <b>\$7,873,050</b> |

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Michael K. Young, President  
Texas A&M University

**Subject:** Establishment of the Center of Digital Humanities Research

### **Proposed Board Action:**

Establish the Center of Digital Humanities Research (CoDHR) within the College of Liberal Arts at Texas A&M University (Texas A&M).

### **Background Information:**

CoDHR is devoted to fostering digital research among humanities faculty and students, as well as their collaborators in fields outside the humanities: computer science, the sciences, and visualization, among others. Using digital resources to conduct research used to be optional for humanists; now all of our cultural heritage, anything created before copyright, is being digitized and digital analysis is expected. CoDHR seeks to: a) make available to faculty new digital research materials and tools; b) create an Early Modern Data Collection housed in the CoDHR for use by Texas A&M and visiting faculty; c) host workshops teaching faculty and students how to create and use digital materials; d) bring in researchers for public events who are at the cutting edge of digital research; e) help faculty determine whether their research interests warrant collaboration, grant proposals to outside funding agencies, and digital development; and f) host and publicize Texas A&M's signature digital research projects in order to apprise the national and international humanities community of the work being done at Texas A&M.

CoDHR will provide a venue for big data research and will help existing and new faculty develop software for research, teaching, and publication. The center will also help new and existing faculty gather teams together for research projects, identify sources of funding, and write grant proposals.

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

CoDHR will have the funding that was allotted to the Initiative for Digital Humanities, Media, and Culture (IDHMC), including three salary lines and an annual budget, which come from the Vice President for Research Office's Initial University Multidisciplinary Research Initiatives (IUMRI) funds and the College of Liberal Arts. Initial equipment for building the Humanities Visualization Space was funded by IDHMC start-up funding plus a Texas A&M Tier-One Program grant, and the equipment is updated through gift funds. No additional funding is needed.

Agenda Item No.

**TEXAS A&M UNIVERSITY**

Office of the President

November 1, 2017

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

Subject: Establishment of the Center of Digital Humanities Research

I recommend adoption of the following minute order:

**“The Center of Digital Humanities Research (CoDHR) is hereby established as an organizational unit of Texas A&M University within the College of Liberal Arts.”**

Respectfully submitted,

Michael K. Young, President  
Texas A&M University

**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**  
Center of Digital Humanities Research

**EXECUTIVE SUMMARY**

**1. Rationale for Creating the Center**

The Initiative for Digital Humanities, Media, and Culture (IDHMC), was formed in 2011 with funding from the Vice President for Research Office's Initial University Multidisciplinary Research Initiatives (IUMRI) program as a response to the increase in sponsored Digital Humanities centers in the U.S. and international universities. The Director and Associate Director of the IDHMC have subsequently been awarded over \$1 million in grant funding from the Andrew W. Mellon Foundation, the National Endowment for the Humanities, and Canada's Social Science and Humanities Research Council. These are among the largest grants available for research in humanities disciplines and offer a strong indication that the time to move from an initiative to center status has arrived.

Texas A&M University (Texas A&M) has long been a leader in the field of Digital Humanities. It was one of the first to offer a Digital Humanities Certificate (circa 2000), which our current initiative maintains and the proposed center would expand (<http://dhcertificate.tamu.edu/>). The IDHMC also sponsors the Texas A&M University Press series "Coding for Humanists," introducing new Digital Humanities educational books in response to increased demand (<http://coding.forhumanists.org/>), as well as a series of seminars on campus and online, "Programming For Humanists" (<http://programming4humanists.tamu.edu/>). The establishment of the Center of Digital Humanities Research (CoDHR) will cement Texas A&M's leadership in this essential interdisciplinary field that has expanded its impact on our society considerably since the establishment of the IDHMC.

Center status will help Texas A&M compete with peer and aspirant peer institutions that house centers, such as the Maryland Institute for Technology in the Humanities; Stanford Lit Lab; Matrix Center for Digital Humanities & Social Sciences at Michigan State University; and the University of Nebraska's Center for Digital Research in the Humanities. The last decade has witnessed the creation of graduate and undergraduate degrees and certificates in prominent institutions of higher education around the world, such as King's College, London, Digital Humanities Department's Ph.D.; Duke University's graduate and undergraduate certificates and degrees in Digital Humanities, including the Ph.D. in Computational Media, Arts, and Culture; and the Graduate Certificate in Digital Humanities at the University of California at Los Angeles. The Modern Language Association reported that in 2000, no jobs were advertised for faculty in "Technology and Digital Media," but by 2012, 10% of the job ads were in this field. The increased demand for faculty in this field reflects a major trend in hiring which will continue. Publications in the field have increased as evinced by new journals in the field: *Digital Humanities Quarterly*, *Digital Scholarship in the Humanities* (formerly *Literary and Linguistic Computing*), and the *Journal of Digital Humanities*. Publications include theoretical, interpretive, and data-based research as well as textbooks that are literally shaping future directions for the field.

**2. General Description of the Center and its Mission and Goals**

CoDHR will be housed in the College of Liberal Arts under the direct supervision of the Dean. Because the center will serve faculty and students across the College of Liberal Arts, it should not be administered by one department. Occupying an administrative position independent from any

single department will enhance the center's work with faculty and students from Humanities and Social Science disciplines who collaborate with research partners throughout the university and The Texas A&M University System (A&M System). It will also increase the center's profile within the university as outreach to faculty and students interested in Digital Humanities research and grant writing is done. Elevating CoDHR to center status at the same time as the university welcomes a new endowed director for the Glasscock Center for Humanities Research (Glasscock) gives CoDHR the opportunity to establish joint initiatives as Glasscock enters a renewed phase of development. This would allow Texas A&M to provide a model, nationally and internationally, for how digital humanities centers can build ties with humanities centers for the sake of rendering traditional humanities research more innovative and augmenting the scholarly value of digital projects.

Having operated for the last six years as a Texas A&M landmark research initiative, and as a Liberal Arts initiative, the IDHMC is well poised to advance to center status. The IDHMC is already recognized as a center by centerNet, the premier international network of digital humanities centers (<https://dhcenternet.org/centers/initiative-digital-humanities-media-culture>). Furthermore, the Director and Associate Director are leading internationally acclaimed digital projects: The Early Modern OCR Project (<http://emop.tamu.edu/>), the Advanced Research Consortium (<http://idhmcmain.tamu.edu/arcgrant/>), and Syriaca.org: the Syriac Reference Portal (<http://syriaca.org/>). IDHMC's lead software development programmer, a full-time, permanently funded staff position, is also developing cutting-edge software in the fields of optical character recognition (OCR) training, digital infrastructure development, and visualization. These major projects mark a significant advancement over the original expectations of an initiative and point toward center status.

The mission of CoDHR is to provide teaching and research resources for faculty and students in the College of Liberal Arts and their collaborators across the university in order to leverage new digital tools and media for research, teaching, and service. Collaborators include researchers in Computer Science and Engineering, the University Libraries, Visualization, Performance Studies, English, History, Hispanic Studies, and several departments from the College of Education & Human Development.

The objectives of CoDHR are to:

- introduce faculty to new research and teaching possibilities through workshops, lectures, and events, as well as summer research and education awards;
- foster collaboration for project development and enhancement;
- provide state-of-the-art research equipment such as the Humanities Visualization Space (<http://hvs.tamu.edu/>)
- develop software for research (<http://www.bigdiva.org>); and
- assist faculty with grant writing as well as provide services that can count as cost-share for grants.

CoDHR will be committed to four overarching and equally important goals for the Digital Humanities:

- identifying and developing Texas A&M's research strengths;
- targeted project development;
- education and outreach; and
- training and professional development for faculty and students.

### **3. Potential Faculty Associated with the Center**

Below is a list of faculty affiliated with the IDHMC who will continue to be involved with CoDHR:

- Ergun Akleman, Professor in the Department of Visualization, College of Architecture, Professor of Computer Science and Engineering, College of Engineering
- Patrick Burkart, Professor in the Department of Communication, College of Liberal Arts
- Heidi Campbell, Associate Professor in the Department of Communication, College of Liberal Arts
- Leonardo Cardoso, Assistant Professor in the Department of Performance Studies, College of Liberal Arts
- Filipe Castro, Professor in the Department of Anthropology, College of Liberal Arts
- Laura Estill, Associate Professor in the Department of English, College of Liberal Arts
- Rick Furuta, Professor in the Department of Computer Science and Engineering, College of Engineering
- Maura Ives, Professor and Head of the Department of English, College of Liberal Arts
- Jeff Morris, Associate Professor in the Department of Performance Studies, College of Liberal Arts
- Srivi Ramasubramanian, Associate Professor in the Department of Sociology, College of Liberal Arts
- Frank Shipman, Professor in the Department of Computer Science and Engineering, College of Engineering

Below is a list of additional faculty that CoDHR may seek to support due to their active research and innovation in the field of Digital Humanities:

- Anton duPlessis, Curator, Cushing Memorial Archives and Library and Digital Initiatives, University Libraries
- Ira Dworkin, Assistant Professor in the Department of English, College of Liberal Arts
- Sonia Hernandez, Associate Professor in the Department of History, College of Liberal Arts
- Ruihong Huang, Assistant Professor in the Department of Computer Science and Engineering, College of Engineering
- Hoi-Eun Kim, Associate Professor in the Department of History, College of Liberal Arts
- Nandra Perry, Associate Professor in the Department of English, College of Liberal Arts
- Andrew Pilsch, Assistant Professor in the Department of English, College of Liberal Arts
- Sarah Potvin, Associate Professor in the Office of Scholarly Communication, University Libraries
- Shawna Ross, Assistant Professor in the Department of English, College of Liberal Arts

### **4. Potential Activities**

Center status for CoDHR will increase Digital Humanities activities in three critical ways. It will enhance the ability to highlight the public face of humanities research at Texas A&M, it will facilitate efforts to develop Digital Humanities curriculum for students in all humanities fields, and it will give a competitive edge to affiliated faculty seeking research grants.

As a center, CoDHR will be better positioned to promote Digital Humanities research at Texas A&M. This will enhance the ability to seek development opportunities from donors such as those

who have supported the creation of the Humanities Visualization Space and allow the possibility of pursuing a donor interested in naming the center. This new status will create greater opportunities to engage sponsors from the business sector through activities such as displaying the Humanities Visualization Space at the South by Southwest (SXSW) in Austin. These activities will further make Texas A&M a more highly desirable destination for prospective faculty and graduate students across humanities disciplines.

An administrative home in the College of Liberal Arts will enhance the ability to serve the needs of development of digital humanists at the undergraduate, graduate, and faculty levels. CoDHR will advance the University Studies degree concentration in Digital Humanities by facilitating curriculum development. It will manage and promote the Digital Humanities Graduate Certificate. It will also oversee the Programming for Humanists course and hold workshops and training events available to the entire university community.

Center status will increase the ability to support faculty and graduate student research and grant writing. It will increase the internal and external prestige of the prizes and awards offered to Texas A&M researchers. CoDHR will continue to offer faculty and student fellowships to work with staff at the center, attend the world-renowned Digital Humanities Summer Institute, travel, and purchase equipment. As research is continued in the fields of Ancient Syriac and Early Modern Studies, center status will also better position center faculty to co-author grant proposals, presentations, and publication with faculty from the University Library and departments of Communication, Sociology, Psychology, Anthropology, Visualization, History, and Computer Science and Engineering. Staff at the center will also continue to collaborate with faculty who work at other institutions in the A&M System (Prairie View, Corpus Christi, and others), as well as private and public universities beyond the A&M System.<sup>1</sup>

## **5. Impact on Education and Training of Students**

The Digital Humanities hold as a central concern the cultivation of a nuanced understanding of how knowledge is created and how it is disseminated in a digital age. CoDHR will support students as they gain these skills and faculty as they develop Digital Humanities curriculum throughout the university.

University Studies Degree. The Director (Laura Mandell; see below) will continue her work on the University Studies degree in Digital Humanities. This will involve curriculum development and teaching of Digital Humanities courses.

Graduate Certificate in Digital Humanities. The Associate Director (Daniel Schwartz, see below) will continue to direct the Graduate Certificate in Digital Humanities. This will involve introducing new courses, facilitating development of curriculum by faculty throughout the university, and performing regular assessment of the certificate.

Graduate Research Assistants. CoDHR research projects funded with external grants will allow the center to serve as a training ground where graduate students can gain real-world experience on grant writing, project management, use of tools, and digital research.

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<sup>1</sup> So far, collaborators have come from Oxford University, Brigham Young University, Vanderbilt University, the University of Virginia, the University of Pennsylvania, North Carolina State University, Loyola University, Marquette University, and McGill University.

## **6. Resources and Financial Support**

A move from initiative to center status will require no additional or new university funding. As an IUMRI, the IDHMC has been allotted an annual budget by the Provost and Executive Vice President, the Vice President for Research and the Dean of the College of Liberal Arts. The annual budget includes: \$25,000 Fellowships, \$25,000 Operating Expenditures, and \$325,000 in annual salaries. IDHMC also receives \$10,000 per year for the Humanities Visualization Space from a donor and will continue to pursue development opportunities for supporting particular IDHMC projects, such as the Coding for Humanists Book Series.

In the last five years, the IDHMC has established a track record of acquiring external funding (including the Andrew W. Mellon Foundation, the National Endowment for the Humanities (NEH), and the Social Sciences and Humanities Research Council (SSHRC) in Canada Partnership Grants, totaling over \$1 million), and CoDHR will continue to pursue grant funding for this purpose. Undergraduate students and interns are frequently hired to work on projects as well, through grant funding and operating expenses. Current grant applications pending include ARCScholar (a digital publishing cooperative sponsored by the Advanced Research Consortium, ARC, proposed to the Andrew W. Mellon Foundation for funds up to \$700,000), Linked Infrastructure for Networked Cultural Scholarship (LINCS, our part will be \$150,000), proposed to the Canadian Fund for Innovation, and this year center researchers will apply for funding to the National Science Foundation (NSF) and NEH as well.

## **7. Governance and Advisory Structure**

The IDHMC has an Advisory Board, a Director, an Associate Director, and two permanent staff positions, a program coordinator and a lead software developer. All will remain in their current positions once the CoDHR is approved.

Below is a list of Center Personnel:

- Director: Laura Mandell, Professor in the Department of English, College of Liberal Arts
- Associate Director: Daniel Schwartz, Associate Professor in the Department of History, College of Liberal Arts
- Program Coordinator: Nancy Sumpter
- Software Applications Developer III: Bryan Tarpley

Below is a list of the IDHMC's Advisory Board:

(members from the College of Liberal Arts unless otherwise noted)

- Nancy Warren, Professor, Department of English
- Tim McLaughlin, Associate Professor and Head, Department of Visualization, College of Architecture
- Craig Kallendorf, Professor, Department of English and Department of International Studies
- Laura Estill, Associate Professor, Department of English
- Donnalee Dox, Professor, Department of Performance Studies
- Daniel Schwartz, Associate Professor, Department of History -- non-voting member.

## **8. Mechanism for Periodic Review**

The CoDHR will be formally reviewed every five years according to System Policy *11.02, Creation of Centers and Institutes*, Texas A&M Standard Administrative Procedure *11.02.99.M0.01, Centers and Institutes*, and the Vice President for Research Guidelines for the Creation, Management, Evaluation, Modification and Dissolution of Texas A&M University Centers and Institutes.

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Marc A. Nigliazzo, Ph.D., President  
Texas A&M University-Central Texas

**Subject:** Approval of a New Bachelor of Music Degree Program, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

### **Proposed Board Action:**

Approve the establishment of a new degree program at Texas A&M University-Central Texas (A&M-Central Texas) leading to a Bachelor of Music (B.Mus), authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval, and certify that all applicable THECB criteria have been met.

### **Background Information:**

A&M-Central Texas seeks approval to establish a B.Mus degree beginning fall 2018. The degree will be offered face-to-face on its main campus and on Temple College's campus. The degree focuses on students graduating from regional two-year colleges with an Associate of Arts degree in Music.

A&M-Central Texas's strong and unique collaborative partnership with Temple College positions the university to provide an affordable B.Mus. For example, many of Temple College's full-time faculty contributing to this program have terminal degrees reducing the need to hire as many music faculty at the university.

The B.Mus benefits the surrounding area by extending the regional university's ability to collaborate with the local community colleges and high school education partners. This vital degree provides local students of different musical aptitudes and abilities, the opportunity to strengthen their overall knowledge base and refine their skill sets to pursue careers in music and music-related fields.

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

The primary new cost of the program for the first five years will be two tenured or tenure-track and eight part-time faculty. The larger expense in a Music program, the facilities, will be provided by the community college that maintains a performance arts center.

Agenda Item No.

**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**

Office of the President

October 24, 2017

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

Subject: Approval of a New Bachelor of Music Degree Program, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University-Central Texas leading to a Bachelor of Music.**

**The Board also authorizes submission of Texas A&M University-Central Texas’ new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

Marc A. Nigliazzo, Ph.D.  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs



**Texas A&M University-Central Texas**

Bachelor of Music  
(CIP 50.0901.00)

**Program Review Outline**

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**BACKGROUND & PROGRAM DESCRIPTION**

Administrative Unit: College of Arts and Sciences, Department of Humanities

Texas A&M University-Central Texas (A&M-Central Texas) seeks approval to establish a Bachelor of Music (B.Mus) degree, to be offered face-to-face on its main campus and Temple College campus. The primary audience will be students graduating from regional two-year colleges with an Associate of Arts degree in Music (Temple College, Central Texas College, McLennan Community College, and Austin Community College), or from similar programs across the state who expect to complete their baccalaureate degree in music.

The B.Mus degree at A&M-Central Texas will provide student-centered, high-quality, rigorous instruction to build a complete musician in the areas of performance, musicianship, history/theory, and education. Students will be ambassadors of music in the community and, upon completion of the program, will be prepared for graduate study in music and/or pursuit of music careers or careers in music-related fields.

The following student learning outcomes shape the proposed program:

- Students will exhibit growth in solo performance skills, culminating in the ability to plan and perform a full senior recital.
- Students will demonstrate skilled musicianship and teamwork as part of a performing ensemble.
- Students will have a thorough working knowledge of music history and theory.
- Students will be able to assist others in acquiring knowledge and skills in music.
- Students will be proficient in current technology in music software and applications.
- Students will be ambassadors of music in the community and build contacts outside of the university prior to graduation.

The proposed degree will require 120 semester credit hours. The degree will be classified as a professional degree according to the National Association of Schools of Music (NASM) accreditation standards and be comprised of 78 SCH or 65% music content courses. Students will be able to select a vocal concentration or an instrumental concentration.

The proposed implementation date is fall 2018.

A&M-Central Texas certifies that the proposed new degree program meets the criteria under 19 Texas Administrative Code, Section 5.45 in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

## I. NEED

### A. Employment Opportunities

While music is often considered to be highly competitive with success available only to a few, there are actually many types of music-related employment opportunities. Students who prepare in the field of music cultivate self-discipline and a significant skill set that allows them to think logically by offering creative solutions to problem solving, and serving in many capacities in the workplace. Some of the different music categories include performance, writing/composition, business, audio technology, education, arts management, and music therapy. Within those areas are a considerable number of job titles. The B.Mus degree will prepare graduates for careers as music educators, college/university music professors, arts administrators, band directors, orchestra directors, choir directors, church musicians, professional touring musicians, studio musicians, orchestral musicians, military band musicians, church music directors, opera singers, musical theatre performers, retail instrument sales representatives, instrument repair technicians, music marketing specialists, theme park performers, music therapists, music librarians, freelance performers, composers, electronic musicians, private lesson teachers, arts managers, and workers in arts advocacy.

The following table gives the percent of growth and projected annual job openings for some of the jobs listed above. This information was compiled from the U.S. Department of Labor sponsored website “Careeronestop.org” on May 3, 2017.

| Job Title                                     | National             |                               | Texas                |                               |
|---|----------------------|-------------------------------|----------------------|-------------------------------|
|   | Job Growth Potential | Projected Annual Job Openings | Job Growth Potential | Projected Annual Job Openings |
| Musicians and Singers                         | 4%                   | 5,630                         | 17%                  | 160                           |
| Music Directors and Composers                 | 3%                   | 2,640                         | 21%                  | 340                           |
| Sound Engineering Technicians                 | 8%                   | 430                           | 17%                  | 20                            |
| Recreational Therapists                       | 12%                  | 660                           | 24%                  | 30                            |
| Art, Drama, and Music Teachers, Postsecondary | 11%                  | 3,440                         | 20%                  | 270                           |
| Art Directors                                 | 2%                   | 1,580                         | 17%                  | 130                           |

### B. Projected Enrollment

|                                     | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|-------------------------------------|--------|--------|--------|--------|--------|
| Students Returning from Previous Yr |        | 22     | 46     | 69     | 91     |
| New Students                        |        |        |        |        |        |
| Freshmen                            |        |        |        |        |        |
| Transfer                            | 22     | 30     | 38     | 46     | 54     |
| Total # of Students                 | 22     | 52     | 84     | 115    | 145    |
|                                     |        |        |        |        |        |
| FTSE                                | 12     | 32     | 50     | 67     | 83     |
| Attrition Following Current Year    |        | 2      | 3      | 4      | 6      |
| Graduates During Current Year       |        | 5      | 12     | 20     | 30     |

### **C. Existing State Programs**

Currently, students seeking a baccalaureate music degree from public institutions must travel outside of the A&M-Central Texas service area to complete the degree. The University of Texas at Austin (UT-Austin) has the closest program, 90 miles away, but enrollment is restricted and completing a degree there is beyond the means of many students in the region. The cost at UT-Austin is \$25,134 compared to A&M-Central Texas' \$19,961. Currently, there are 32 other public universities with a program under the same CIP code; however, none are within the Central Texas area.

## **II. QUALITY & RESOURCES**

### **A. Faculty**

The proposed degree will have two full-time tenured or tenure-track faculty teaching in the program (currently vacant), and eight adjuncts. Three part-time faculty members have a doctoral degree and five part-time faculty members have master's degrees. The full-time faculty member will dedicate 100% of the workload to upper level music courses as well as music and fine arts electives instruction. The entire faculty will have significant professional experience.

### **B. Program Administration**

The program will be part of the College of Arts and Sciences and be supervised by the Dean of Arts and Sciences, the Chair of Humanities, and the program administrator. New administrative costs are estimated at \$15,000 per year for the first five years.

### **C. Other Personnel**

No other special personnel will be required to begin the B.Mus.

### **D. Supplies, Materials**

Many of the initial resources and expenditures associated with or required for a new music degree are not necessary for the B.Mus. Normally, these include essential facilities and equipment such as music stands and chairs, large musical instruments, secure storage spaces, audio and recording equipment, and furnished studio facilities. These resources are presently available to accommodate the music degree program usage and needs, and are at no additional cost to the university.

### **E. Library**

The University Library holdings will need to be continually enhanced to properly support the proposed program. In the beginning, the program will benefit by combining the library resources of A&M-Central Texas and Temple College, which provide substantial access to music-related materials at both campus locations and online. An estimated annual cost for library resources over the first five years is \$10,000.

## F. Equipment, Facilities

There will be a need to rent instruments to augment those currently available. An annual cost of \$10,000 is estimated for instrument rental.

The campus facilities available to the B.Mus program are in two locations, Temple and Killeen, and will accommodate the program needs. Along with two adaptable venues for related performances at A&M-Central Texas in either the Multi-Purpose Room in Warrior Hall or The Bernie Beck room in Founders Hall – there are other potential, innovative outside performance spaces. Preliminary discussions are underway regarding a possible amphitheater to further accommodate the growing needs of the institution. There is also suitable parking available to meet every foreseeable need. The physical facilities at Temple College are substantial. The Performing Arts Center houses a backstage theatre, major ensemble rehearsal hall, lecture hall, classrooms, and practice rooms with pianos and other instruments, sheet music, stands, recording studio, teaching studios, and an 1100-seat performance hall.

## G. Accreditation

Initially, the proposed degree can be delivered without national accreditation. However, the goal will be to secure accreditation from NASM once the program is established.

## III. NEW 5-YEAR COSTS & FUNDING SOURCES

| Five-Year Costs              |                    | Five-Year Funding                               |                    |
|------------------------------|--------------------|---|--------------------|
| Personnel                    |                    | Reallocated Funds                               | \$263,543          |
| Faculty <sup>1</sup>         | \$984,900          |   |                    |
| Administration               | \$75,000           |   |                    |
| Graduate Assistants          | \$0                |   |                    |
| Clerical/Staff               | \$0                |   |                    |
| Other Personnel              | \$0                |   |                    |
| Facilities                   | \$0                | Statutory Tuition                               | \$293,807          |
| Equipment                    | \$50,000           | Designated Tuition                              | \$513,579          |
| IT Resources                 | \$0                | Graduate Tuition Above Statutory (\$50) Tuition | \$0                |
| Supplies and Materials       | \$0                | Course Fees                                     | \$55,235           |
| Library                      | \$50,000           | Anticipated New Formula Funding                 | \$304,108          |
| Other:<br>NASM Accreditation | \$14,000           | Special Item Funding                            | \$100,000          |
|                              |                    | Other   | \$0                |
| <b>Total Costs</b>           | <b>\$1,173,900</b> | <b>Total Funding</b>                            | <b>\$1,530,272</b> |

<sup>1</sup>Full time and part-time faculty salaries.

Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** Marc A. Nigliazzo, Ph.D., President  
Texas A&M University-Central Texas

**Subject:** Approval of a New Master of Arts Degree Program in English, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

**Proposed Board Action:**

Approve the establishment of a new degree program at Texas A&M University-Central Texas (A&M-Central Texas) leading to a Master of Arts (M.A.) with a major in English, authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval and certify that all applicable THECB criteria have been met.

**Background Information:**

A&M-Central Texas seeks approval to offer an M.A. degree in English. Currently, the only option for students interested in obtaining a graduate degree in English is the Master of Science in Liberal Studies. A master's in English is a required credential for teaching dual credit courses and teaching at community colleges. Given the expertise of current faculty, the proposed degree will provide an opportunity to create and offer a general M.A. in English that allows students to explore a range of interests while still working from a solid core that includes course work in Language, Rhetoric, Composition Studies, and advanced research. The proposed program will be delivered on-campus face-to-face and online.

The primary audience for the degree will be (1) faculty at secondary and post-secondary institutions (i.e., community colleges) capable of teaching dual credit courses (secondary-level) and introductory composition courses (post-secondary level), which The Texas Workforce Commission shows as an increasing need over the next ten years; and (2) students graduating with a bachelor's degree in English or from similar programs across the state who are interested in continuing their education at the graduate level and preparing for doctoral programs.

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

A&M-Central Texas currently has sufficient faculty and facilities to establish the M.A. in English. Funding will come from designated tuition, formula funding and transitional funding. The new costs for the first five years will not exceed \$2 million.

Agenda Item No.

**TEXAS A&M UNIVERSITY-CENTRAL TEXAS**

Office of the President

October 24, 2017

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

Subject: Approval of a New Master of Arts Degree Program in English, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University-Central Texas leading to a Master of Arts in English.**

**The Board also authorizes submission of Texas A&M University-Central Texas’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”**

Respectfully submitted,

Marc A. Nigliazzo, Ph.D.  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

**Texas A&M University-Central Texas**

Master of Arts  
with a major in English  
(CIP 23.0101.00)

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**Program Review Outline**

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**BACKGROUND & PROGRAM DESCRIPTION**

Administrative Unit: College of Arts and Sciences and Department of Humanities

Texas A&M University-Central Texas (A&M-Central Texas) seeks approval to offer a Master of Arts degree (M.A.) with a major in English. The impetus for offering this program is to fill the need for high school teachers to teach dual enrollment, increase the number of faculty in community colleges to teach introductory English composition and literature courses and provide the opportunity for local students who have completed a bachelor's degree in English to complete a master's degree in preparation to enter a doctoral program.

The proposed degree will require 36 semester credit hours (SCH) with a thesis option and a non-thesis option. Twelve SCH of common course work will be required for both options. Students in the non-thesis option will be able to choose 24 SCH of electives based on their interest. Students in the thesis option will choose 18 SCH of electives and complete six SCH of thesis work.

The following student learning outcomes will shape the proposed program:

1. Synthesize original contributions to the discipline by conducting research
  - a. Demonstrate a scholarship-based understanding of canonical and marginal authors and works in literature in their appropriate cultural, aesthetic, and historical contexts
  - b. Apply appropriate critical approaches in literary studies
  - c. Conduct professional literary research and scholarship using relevant resources and databases to foster continuing inquiry
2. Analyze texts using critical thinking skills
  - a. Analyze texts in their relevant contexts
  - b. Perform literary analyses that cross disciplinary boundaries, add to scholarly understanding, and provide challenging perspectives
3. Apply clear and effective written and oral communication skills
  - a. Compose convincing and professionally-informed written works
  - b. Produce conference-level presentations
4. Demonstrate ethical responsibility and professional leadership
  - a. Analyze various moral and professional issues that emanate from literary scholarship
  - b. Synthesize diverse perspectives and values that inform literary works weighing reception and audience

The proposed implementation date is fall 2018.

A&M-Central Texas certifies that the proposed new degree program meets the criteria under 19 Texas Administrative Code, Section 5.45 in regard to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed \$2 million.

## **I. NEED**

### **A. Employment Opportunities**

As a regional university, an essential component of the institution's mission is to collaborate with local community colleges and high school education partners (Temple College, Central Texas College, Austin Community College, and the regional independent school districts). Between 2009 and 2014, the Bell county population ages 12- to 18-years old increased 11 percent. With this increase in student population, the Texas Workforce Commission estimates a 20 percent increase in educational service jobs in the region in the next 10 years. Additionally, the state of Texas just published a "60x30TX" plan, which includes a strategy to increase the participation of economically disadvantaged students in dual credit classes by increasing the number of faculty able to teach such classes. As a result, area secondary and post-secondary schools are seeking individuals who can teach dual credit courses and introductory composition courses respectively, which this degree is designed for.

### **B. Projected Enrollment**

A&M-Central Texas expects some students currently enrolled in the Master of Science in Liberal Studies and the Bachelor of Science in Interdisciplinary Studies who wish to have a more composition focused degree, as well as students currently in the Bachelor of Arts in English, to enroll in the program. A recruiting effort will be made to reach out to educators at the local and regional independent school districts as well as area community colleges to help educators understand how this program can credential them to teach dual credit courses and introductory composition courses.

### **C. Existing State Programs**

Currently there are 32 public universities throughout the state of Texas with degrees under this CIP code; however, the closest public university is over 62 miles.

## **II. QUALITY & RESOURCES**

### **A. Faculty**

A&M-Central Texas currently has the necessary faculty for the first five years based on estimated enrollment.

### **B. Program Administration**

The program will be part of the College of Arts and Sciences and will also operate as a part of Graduate Studies. Key supervisors of this program will include the Dean of Arts and Sciences, the Chair of Humanities, and the M.A. in English Coordinator. No new administrative costs are anticipated.



### C. Other Personnel

No new positions will be needed during the first five years of the program.

### D. Supplies, Materials

No special supplies or materials will be required during the first five years.

### E. Library

The library's current collection is minimally sufficient to support an M.A. in English. The library and English faculty have been in consultation regarding additional resources needed and additional purchases of \$3,000 will be made prior to the start of the degree program in fall 2018.

### F. Equipment, Facilities

No additional equipment or facilities will be required during the first five years.

### G. Accreditation

A&M-Central Texas will not be seeking any additional national accreditations for this program.

## III. NEW 5-YEAR COSTS & FUNDING SOURCES

| Five-Year Costs        |                  | Five-Year Funding                                  |                  |
|------------------------|------------------|--|------------------|
| Personnel              |                  | Reallocated Funds                                  | \$71,054         |
| Faculty                | \$644,065        |  |                  |
| Administration         | \$0              |  |                  |
| Clerical/Staff         | \$0              |  |                  |
| Other Personnel        | \$0              |  |                  |
| Facilities             | \$0              | Statutory Tuition                                  | \$91,602         |
| Equipment              | \$0              | Designated Tuition                                 | \$284,584        |
| IT Resources           | \$0              | Graduate Tuition Above<br>Statutory (\$50) Tuition | \$36,640         |
| Supplies and Materials | \$0              | Course Fees  | \$21,706         |
| Library                | \$3,000          | Anticipated New Formula<br>Funding                 | \$166,588        |
| Other                  | \$0              | Special Item Funding                               | \$0              |
|                        |                  | Other  | \$118,528        |
| <b>Total Costs</b>     | <b>\$647,065</b> | <b>Total Funding</b>                               | <b>\$790,702</b> |

Agenda Item No.

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

Office of the President

September 12, 2017

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

Subject: Approval of Academic Tenure, February 2018, Texas A&M University-Corpus Christi

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System, in accordance with System Policy 12.01, *Academic Freedom, Responsibility and Tenure*, hereby authorizes the granting of tenure to the following faculty member at Texas A&M University-Corpus Christi as set forth in the exhibit, Tenure List No. 18-02.”**

Respectfully submitted,

Kelly M. Quintanilla  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

TEXAS A&M UNIVERSITY-CORPUS CHRISTI  
RECOMMENDATIONS FOR TENURE  
TENURE LIST NO. 18-02

| <u>Name</u>                               | <u>Present Rank<br/>Department</u>         | <u>Yrs. Towards Tenure*</u> |                    | <u>Effective<br/>Date/Tenure</u>                     | <u>Education</u>                       | <u>Employment<br/>Towards Tenure</u>   |
|---|--|-----------------------------|--------------------|--|--|--|
|   |  | <u>Univ.</u>                | <u>Other Inst.</u> |  |  |  |
| <b>COLLEGE OF SCIENCE AND ENGINEERING</b> |  |                             |                    |  |  |  |
| Dr. Sunil Mathur                          | Professor<br>Mathematics and<br>Statistics | 0                           | 7                  | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1999)<br>University of<br>Delhi | Fa 2010 – Sp 2011<br>Associate Professor<br>University of Mississippi<br><br>Fa 2011 – Sp 2014<br>Associate Professor<br>University of Memphis<br><br>Fa 2014 – Sp 2017<br>Professor<br>Augusta University<br><br>Fa 2017<br>Professor<br>Texas A&M University-Corpus<br>Christi |

\* Each university determines, through a review process, the number of years each faculty member will be awarded tenure based on his/her dossier.

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Kelly M. Quintanilla, President  
Texas A&M University-Corpus Christi

**Subject:** Approval of New University Procedure *18.03.99.C0.01, Post-Season Athletics Competition*

### **Proposed Board Action:**

Approve the newly created Texas A&M University-Corpus Christi (A&M-Corpus Christi) Procedure *18.03.99.C0.01, Post-Season Athletics Competition*, which addresses incentives for post-season athletic successes.

### **Background Information:**

A&M-Corpus Christi created Procedure *18.03.99.C0.01, Post-Season Athletics Competition*, to describe the process for awarding bonuses for post-season athletic successes and the eligibility of the recipients. Awards are based on a matrix, which has also been included in the exhibit. This procedure was created to comply with System Policy [18.03, Post-Season Athletics Competition](#), which states that “the presidents of system member universities, with the approval of the chancellor and the board, shall develop post-season procedures governing the method and amount of incentives for those responsible for the accomplishments of any athletic team.”

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

All relevant bonuses are budgeted as part of the annual budget process, and amounts are based on established personnel contracts.

Agenda Item No.

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

Office of the President

December 4, 2017

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

Subject: Approval of New University Procedure *18.03.99.C0.01, Post-Season Athletics Competition*

I recommend adoption of the following minute order:

**“Creation of the Texas A&M University-Corpus Christi Procedure *18.03.99.C0.01, Post-Season Athletics Competition*, regarding incentives for post-season athletics successes, shown on the attached exhibit, is hereby approved.”**

Respectfully submitted,

Kelly M. Quintanilla  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs



## **18.03.99.C0.01 Post-Season Athletics Competition**

Approved: February 8, 2018  
Next Scheduled Review: February 8, 2023

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### **Procedure Statement**

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Texas A&M University-Corpus Christi recognizes the efforts of its coaches and administrators. As such, the university has developed this procedure to address compensation for post-season success.

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### **Reason for Procedure**

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The purpose of this university procedure is to establish the process by which Texas A&M University-Corpus Christi coaches and administrators are compensated for post-season successes.

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### **Procedures and Responsibilities**

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#### **1. GENERAL**

- 1.1. Post-season bonuses are not guaranteed unless the individual is under contract. If approved, bonuses for coaches and administrators are awarded according to the One-Time Athletic Post-Season Performance Bonuses Matrix.
- 1.2. All post-season bonuses are dependent on coaches meeting and following athletic department policies and procedures in compliance, academics, and business operations.

#### **2. PROCESS**

- 2.1. Each one-time bonus, if applicable, is determined by the coaching position and the highest level of team championship won in an academic year. Details can be found in the One-Time Athletic Post-Season Performance Bonuses Matrix.
- 2.2. If funds are available, the Director of Athletics will submit recommendations for post-season bonuses to the President.

- 2.3. The President is responsible for approving all bonuses based on post-season success.
- 2.4. With the President's approval, the requests will be sent to the Payroll department for processing.

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## **Related Statutes, Policies or Requirements**

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System Policy [\*18.03, Post-Season Athletics Competition\*](#)  
University Procedure [\*18.02.99.C0.01, Institutional Control of Intercollegiate Athletics\*](#)  
[One-Time Athletic Post-Season Performance Bonuses Matrix](#)

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## **Contact Office**

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Contact for clarification and interpretation: Director of Intercollegiate Athletics  
(361) 825-5542

One-Time Athletic Post-Season Performance Bonuses Matrix

|  | REGULAR SEASON OR CONFERENCE CHAMPIONS | CONFERENCE TOURNAMENT CHAMPIONS | CONFERENCE COMMISSIONERS CUP AWARD | NCAA POST SEASON PARTICIPATION | POST SEASON PARTICIPATION -NON-NCAA (NIT, CIT, WBI, ETC.) | NCAA SWEET SIXTEEN OR TOP 10 FINISH | NCAA FINAL FOUR OR WORLD SERIES | NCAA (NATIONAL) CHAMPIONSHIP TEAMS |
|--|--|---------------------------------|------------------------------------|--------------------------------|---|-------------------------------------|---------------------------------|------------------------------------|
| <b>SPORTS</b>                                    |  |                                 |                                    |                                |   |                                     |                                 |                                    |
| Men's Basketball                                 | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Women's Basketball                               | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Baseball   | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Women's Volleyball                               | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Beach Volleyball                                 | NA                                     | NA                              | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Softball   | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Women's Soccer*                                  | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Men's Tennis                                     | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Women's Tennis                                   | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Women's Golf                                     | per contract                           | per contract                    | NA                                 | per contract                   | per contract  | per contract                        | per contract                    | per contract                       |
| Women's Indoor Track*                            | per contract                           | NA                              | NA                                 | per contract                   | per contract  | per contract                        | NA                              | per contract                       |
| Women's Outdoor Track*                           | per contract                           | NA                              | NA                                 | per contract                   | per contract  | per contract                        | NA                              | per contract                       |
| Men's Indoor Track*                              | per contract                           | NA                              | NA                                 | per contract                   | per contract  | per contract                        | NA                              | per contract                       |
| Men's Indoor Track*                              | per contract                           | NA                              | NA                                 | per contract                   | per contract  | per contract                        | NA                              | per contract                       |
| Men's Cross Country*                             | per contract                           | NA                              | NA                                 | per contract                   | per contract  | per contract                        | NA                              | per contract                       |
| Women's Cross Country*                           | per contract                           | NA                              | NA                                 | per contract                   | per contract  | per contract                        | NA                              | per contract                       |
| * Not all coaches in this sport are on contract. |  |                                 |                                    |                                |   |                                     |                                 |                                    |
|  |  |                                 |                                    |                                |   |                                     |                                 |                                    |
| <b>ADMINISTRATORS</b>                            |  |                                 |                                    |                                |   |                                     |                                 |                                    |
| Director   | NA                                     | A                               | B                                  | NA                             | NA  | B                                   | B                               | B                                  |
| SWA  | NA                                     | A                               | A                                  | NA                             | NA  | B                                   | B                               | B                                  |
| *Assistant Coaches                               | C                                      | C                               | NA                                 | D                              | NA  | C                                   | C                               | C                                  |

**FOOTNOTES:**

A - Single payment of \$2500

B - One month salary

C - Single payment of \$1000

D - Single payment of \$500

**NOTES:**

All extra pay for extra work is payable at recommendation of the Director of Athletics with President's approval and only if funds are available.

Director and Assistant Director of Athletics may receive 1/2 month base pay for commissioner's award for men's and women's sports.

Each employee may receive only one instance of extra pay for extra work per fiscal year.



Agenda Item No.

**TEXAS A&M UNIVERSITY-KINGSVILLE**

Office of the President

November 13, 2017

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

Subject: Approval of Academic Tenure, February 2018, Texas A&M University-Kingsville

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System, in accordance with System Policy 12.01, *Academic Freedom, Responsibility and Tenure*, hereby authorizes the granting of tenure to the following faculty member at Texas A&M University-Kingsville as set forth in the exhibit, Tenure List No. 18-02.”**

Respectfully submitted,

Steven H. Tallant  
President

**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

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James R. Hallmark, Ph.D.  
Vice Chancellor for Academic Affairs

TEXAS A&M UNIVERSITY-KINGSVILLE  
RECOMMENDATIONS FOR TENURE  
TENURE LIST NO. 18-02

| <u>Name</u>  | <u>Present Rank<br/>Department</u>                          | <u>Yrs. Towards Tenure*</u> |                    | <u>Effective<br/>Date/Tenure</u>                     | <u>Education</u>                            | <u>Employment<br/>Towards Tenure</u>   |
|--|---|-----------------------------|--------------------|--|---|--|
|  |   | <u>Univ./</u>               | <u>Other Inst.</u> |  |   |  |
| <b>FRANK H. DOTTERWEICH COLLEGE OF ENGINEERING</b> |   |                             |                    |  |   |  |
| Dr. Afzel Noore                                    | Professor<br>Electrical Engineering<br>and Computer Science | 0                           | >15                | Upon Approval<br>by the Board and<br>Faculty Arrival | Ph.D. (1987)<br>West Virginia<br>University | Fa 1987 – Sp 1992<br>Assistant Professor<br>West Virginia University<br><br>Fa 1992 – Sp 2007<br>Associate Professor (Tenured 1992)<br>West Virginia University<br><br>Fa 2007 – Fa 2017<br>Professor<br>West Virginia University<br><br>Sp 2018<br>Professor<br>Texas A&M University-Kingsville |

\* Each university determines, through a review process, the number of years each faculty member will be awarded tenure based on his/her dossier.

Agenda Item No.

**WEST TEXAS A&M UNIVERSITY**

Office of the President

November 28, 2017

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

Subject: Adoption of a Resolution Honoring the West Texas A&M University Women's Soccer Team

I respectfully request the Board of Regents' approval of the following resolution honoring the Women's Soccer Team for its accomplishments for West Texas A&M University.

“WHEREAS, the Women's Soccer Team won its seventh Lone Star Conference (LSC) Championship in program history, marking the most of any school in the conference; and

WHEREAS, five Lady Buffs were named to the All-Tournament Team as sophomore Khaline Jacob was named LSC Tournament Most Valuable Player; and

WHEREAS, the Lady Buffs earned the LSC's automatic bid to the NCAA Tournament marking the tenth time in program history; and

WHEREAS, the Women's Soccer Team won its first game in the NCAA Tournament since 2009 with a 1-0 victory over Angelo State, before losing 1-0 to UC-Colorado Springs in the second round; and

WHEREAS, the Lady Buffs won 11 games this season marking the 17<sup>th</sup> season of double-digit wins in program history, while six Lady Buffs earned All-Conference honors and two were named Academic All-Conference; now, therefore, be it

RESOLVED, that we, the members of the Board of Regents of The Texas A&M University System, gratefully recognize the accomplishments of the West Texas A&M University Women's Soccer Team on its outstanding season; and, be it, further

RESOLVED, that this resolution be included in the minutes, and copies thereof be signed by the Chairman of the Board of Regents of The Texas A&M University System, and be presented to the West Texas A&M University Women's Soccer Team and to the Archives of West Texas A&M University as an expression of appreciation and respect for this team.

ADOPTED, this 8<sup>th</sup> day of February 2018.”

Respectfully submitted,

Walter V. Wendler  
President

**Approval Recommended:**

**Approved for Legal Sufficiency:**

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John Sharp  
Chancellor

\_\_\_\_\_  
Ray Bonilla  
General Counsel

\_\_\_\_\_  
Billy Hamilton  
Executive Vice Chancellor and  
Chief Financial Officer

Agenda Item No.

**WEST TEXAS A&M UNIVERSITY**

Office of the President

December 5, 2017

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

Subject: Adoption of a Resolution Honoring the West Texas A&M University Men's Cross Country Team

I respectfully request the Board of Regents' approval of the following resolution honoring the Men's Cross Country Team for its accomplishments for West Texas A&M University.

“WHEREAS, the Men's Cross Country Team made its fifth-straight appearance in the NCAA Division II National Championship, finishing 14<sup>th</sup> overall with a total of 412 points; and

WHEREAS, first year head coach Jake Krolick was named the LSC Men's Coach of the Year; and

WHEREAS, senior Owen Hind finished 40<sup>th</sup> at the NCAA Division II National Championship to earn All-American honors; Mr. Hind was also named the LSC Men's Cross Country Runner of the Year and the LSC Men's Cross Country Academic Runner of the Year; and

WHEREAS, the Buffs claimed their fifth-straight LSC Cross Country Championship with a total of 23 points; Mr. Hind claimed the Men's Individual title with a time of 25:59.98; now, therefore, be it

RESOLVED, that we, the members of the Board of Regents of The Texas A&M University System, gratefully recognize the accomplishments of the West Texas A&M University Men's Cross Country Team on its outstanding season; and, be it, further

RESOLVED, that this resolution be included in the minutes, and copies thereof be signed by the Chairman of the Board of Regents of The Texas A&M University System, and be presented to the West Texas A&M University Men's Cross Country Team and to the Archives of West Texas A&M University as an expression of appreciation and respect for this team.

ADOPTED, this 8<sup>th</sup> day of February 2018.”

Respectfully submitted,

Walter V. Wendler  
President

**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

Agenda Item No.

## **AGENDA ITEM BRIEFING**

**Submitted by:** Douglas L. Steele, Director  
Texas A&M AgriLife Extension Service

**Subject:** Approval of 2018 Stiles Farm Foundation Budget

### **Proposed Board Action:**

Approve the 2018 Stiles Farm Foundation budget.

### **Background Information:**

The Stiles Farm Foundation was established as a self-supporting, non-profit institution by bequest of the late J.V. and H.A. Stiles. The Board of Regents of The Texas A&M University System accepted trusteeship of the foundation as requested in the Stiles brothers' will on September 23, 1961.

The Stiles Farm Foundation consists of 2,716 acres of land adjacent to the town of Thrall and 131 acres near Lake Granger in Williamson County, Texas. A total of 513.5 acres of land is restricted to corpus and can never be sold, mortgaged or disposed of by the trustees.

As outlined in the will, the farm has been operated as a research/demonstration farm utilizing management practices and techniques that are progressive and innovative, but practical so that farmers can identify and incorporate accepted practices into their existing operations.

Under the leadership of the director of the Texas A&M AgriLife Extension Service (AgriLife Extension), researchers with Texas A&M AgriLife Research and specialists with AgriLife Extension establish demonstrations where research-proven practices are incorporated into the ongoing farming operation. They are working toward a goal of assisting farmers in obtaining better yields, improved quality and increased efficiency.

The Stiles Farm Foundation further benefits the public service and educational efforts of the agricultural state agencies of The Texas A&M University System by applying proceeds from farming production to academic scholarships, local community public service, special events and field demonstrations.

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

Not applicable.

Agenda Item No.

**TEXAS A&M AGRILIFE EXTENSION SERVICE**  
Office of the Director - The Stiles Farm Foundation  
November 1, 2017

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

Subject: Approval of 2018 Stiles Farm Foundation Budget

I recommend adoption of the following minute order:

**“The Board of Regents of The Texas A&M University System, acting in its capacity as trustees of the Stiles Farm Foundation, hereby approves the operating budget for the Stiles Farm Foundation for calendar year 2018, as shown in the attached exhibit.”**

Respectfully submitted,

Douglas L. Steele  
Director

**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

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Phillip Ray  
Vice Chancellor for Business Affairs

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Mark A. Hussey  
Vice Chancellor and Dean  
Agriculture and Life Sciences

ITEM  
EXHIBIT



# The Stiles Farm Foundation

The Texas A&M University System

**BUDGET**  
For the Calendar Year  
2018

**STILES FARM FOUNDATION  
REVENUE & EXPENSE  
SUMMARY EXHIBIT**

|   | <b>2016</b>         | <b>2017</b>        | <b>2018</b>       |
|---|---------------------|--------------------|-------------------|
|   | <b>Actual</b>       | <b>Estimate</b>    | <b>Budget</b>     |
| <b>Operating Revenue</b>                      |                     |                    |                   |
| Crop Sales                                    | \$ 409,363          | \$ 421,769         | \$ 559,044        |
| Livestock Sales                               | 63,859              | 107,800            | 91,921            |
| Farm Program Income                           | 33,499              | 40,000             | 39,706            |
| <b>Total Operating Revenue</b>                | <b>\$ 506,721</b>   | <b>\$ 569,569</b>  | <b>\$ 690,671</b> |
| <b>Operating Expense</b>                      |                     |                    |                   |
| Crops   | 335,411             | 269,301            | 326,042           |
| Livestock                                     | 20,297              | 10,000             | 24,612            |
| Admin/General Farm Expenses                   | 257,634             | 250,193            | 275,737           |
| Depreciation                                  | 62,788              | 67,000             | 62,860            |
| <b>Total Operating Expenses</b>               | <b>\$ 676,130</b>   | <b>\$ 596,494</b>  | <b>\$ 689,251</b> |
| <b>Net Income (loss) from Operations</b>      | <b>\$ (169,409)</b> | <b>\$ (26,925)</b> | <b>\$ 1,420</b>   |
| <b>Non-Operating Revenue</b>                  |                     |                    |                   |
| Interest & Cooperative Dividend Income        | 20,444              | 24,126             | 39,420            |
| Rental  | 93,590              | 10,000             | 10,000            |
| Gifts and Grants                              | -                   | 52,000             | 3,200             |
| Gain on Production Livestock Sold             | 24,649              | 15,000             | -                 |
| Other Income (Oil Lease Bonus)                | 8,815               | 99,086             | -                 |
| Gain (loss) on Sale of Property and Equipment | -                   | 2,000              | -                 |
| Realized Gain (loss) on Investments           | 7,186               | -                  | -                 |
| Unrealized Gain (loss) on Investments         | 32,041              | -                  | -                 |
| <b>Total Non-Operating Revenue</b>            | <b>\$ 186,725</b>   | <b>\$ 202,212</b>  | <b>\$ 52,620</b>  |
| <b>Non-Operating Expenses</b>                 |                     |                    |                   |
| Contributions and Donations                   | 408                 | 6,500              | 6,500             |
| Field Day and Demonstrations Costs            | 2,766               | 2,634              | 2,500             |
| Scholarships                                  | 14,500              | 8,327              | 15,000            |
| <b>Total Non-Operating Expenses</b>           | <b>\$ 17,674</b>    | <b>\$ 17,461</b>   | <b>\$ 24,000</b>  |
| <b>Net Non-Operating Income (Loss)</b>        | <b>\$ 169,051</b>   | <b>\$ 184,751</b>  | <b>\$ 28,620</b>  |
| <b>Total Net Income</b>                       | <b>\$ (358)</b>     | <b>\$ 157,826</b>  | <b>\$ 30,040</b>  |



**STILES FARM FOUNDATION**  
**Summary Balance Sheet**  
**as of December 31, 2016**

**ASSETS**

Current assets:

Cash and cash equivalent

|                     |               |
|---------------------|---------------|
| Cash                | \$ 508,742    |
| Investments         | 61,241        |
| Accounts Receivable | 35,639        |
| Inventories         | 207,929       |
| Prepaid expenses    | <u>50,908</u> |

Total current assets \$ 864,459

Property and equipment, net 989,844

Other assets:

|                             |                  |
|-----------------------------|------------------|
| Investments in cooperatives | 16,118           |
| Investment pool             | <u>1,387,528</u> |

Total other assets 1,403,646

**Total assets \$ 3,257,949**

**LIABILITIES AND NET ASSETS**

Current liabilities:

|                         |              |
|-------------------------|--------------|
| Accounts payable        | \$ 62,783    |
| Accrued compensation    | 3,200        |
| Unearned rental revenue | <u>1,373</u> |

Total current liabilities \$ 67,356

Net assets:

|                    |                  |
|--------------------|------------------|
| Unrestricted       |                  |
| Board designated   | 1,808,205        |
| Undesignated       | <u>1,190,040</u> |
| Total unrestricted | \$ 2,998,245     |

|                        |                |
|------------------------|----------------|
| Temporarily restricted | 102,485        |
| Permanently restricted | <u>89,863</u>  |
| Total restricted       | <u>192,348</u> |

Total net assets 3,190,593

**Total liabilities and net assets \$ 3,257,949**

## **THE STILES FARM FOUNDATION**

### **OUTLOOK FOR 2018**

As a research/demonstration farm, the Stiles Farm Foundation utilizes management decision aids that incorporate input costs and expected revenue based on projected yields and prices.

Enterprise accounting identifies potential profit areas so resources can be focused toward profitable activity. The services of the Farm Assistance program of Texas A&M AgriLife Extension Service are utilized to identify the most profitable enterprise mix based on projections and historical data. The current enterprise mix includes cattle, corn, cotton, hay, grain sorghum, wheat and small grains for grazing.

An assessment of the current and near term farm environment points to the challenges faced by the industry as a whole and can provide guidance to Texas A&M AgriLife Extension Services efforts to address the needs of its agricultural clientele.

Wet early season conditions started the grain crop off strong. However, dry conditions after mid-season fertilization kept yield potential only slightly above average on corn. Grain sorghum was a highlight of 2017 production. It yielded almost 1,000 lbs. more per acre than our 12 year average. Cotton struggled early in the growing season, but some late season rainfall helped recover some potential production. Ginning of our cotton has not been completed yet, but we expect our yields to be right around our long term average.

The cow calf operation has grown slightly to 140-150 exposed females every year. It is expected to remain at these numbers or slightly below as efforts are made to improve forage availability and weed control in pastures. Weaning rates are between 85% - 90% which are above state averages but still have room for improvement.

Included in the 2018 budget estimate is increased funding to start a horticulture program on the farm. This will include at least one additional staff member and offsetting revenue projections. Until the program gets underway it is difficult to accurately predict crop revenue, however we feel the educational opportunities in horticulture for the public are so vast, it is an area the farm needs to incorporate into its annual operation.

The 2018 budget reflects government payment support values based on the 2014 farm bill. Under the new bill, there will be considerably less certainty of payments due to the elimination of direct payments. Budget numbers are based on stable cotton and grain prices, stronger cattle prices, and expected stable energy, fertilizer and other input costs.

The longer term outlook (Figure 1) indicates a steady Net Income with stable operating returns and investment returns. Projected risk in Net Income indicates a 50% probability of the foundation realizing a 2018 Net Income in a range from negative \$75,000 to positive \$80,000. Figure 2 illustrates the outlook and risk in the farm's operating cash position. The operation begins 2018 with an estimated \$300,000 in operating funds. The outlook through 2022 has the farm improving the operating cash position on average, with the possible accumulated ending cash position in 2022 ranging from \$406,000 to \$1.29 million.

**STILES FARM FOUNDATION**  
**Itemized Operating Budget**

|  | <b>2016</b>         | <b>2017</b>        | <b>2018</b>       |
|--|---------------------|--------------------|-------------------|
|  | <b>Actual</b>       | <b>Estimate</b>    | <b>Budget</b>     |
| <b>Operating Revenue</b>                 |                     |                    |                   |
| Cotton                                   | \$ 65,566           | \$ 125,687         | \$ 172,180        |
| Grain                                    | 300,597             | 226,571            | 232,772           |
| Hay                                      | 42,550              | 18,000             | 20,000            |
| Specialty Production                     | 650                 | 51,511             | 134,092           |
| Cattle                                   | 63,859              | 107,800            | 91,921            |
| Farm Program Income                      | 33,499              | 40,000             | 39,706            |
| <b>Total Operating Revenue</b>           | <b>\$ 506,721</b>   | <b>\$ 569,569</b>  | <b>\$ 690,671</b> |
| <b>Operating Expense</b>                 |                     |                    |                   |
| Cotton Stripping                         | -                   | 17,600             | 20,837            |
| Grain Combining                          | 51,156              | 33,081             | 47,427            |
| Grain Storage                            | 13,032              | 2,000              | -                 |
| Fertilizer                               | 117,441             | 69,000             | 106,675           |
| Hay Baling                               | 22,724              | 9,000              | 10,650            |
| Chemicals                                | 45,259              | 48,000             | 52,123            |
| Contract Services                        | 21,844              | 16,620             | 5,828             |
| Seed                                     | 61,425              | 74,000             | 67,502            |
| Specialty Production                     | 2,530               | -                  | 15,000            |
| <b>Total Crop Production</b>             | <b>\$ 335,411</b>   | <b>\$ 269,301</b>  | <b>\$ 326,042</b> |
| Feed                                     | 17,249              | 9,000              | 22,753            |
| Veterinary                               | 3,048               | 1,000              | 1,859             |
| <b>Total Livestock Production</b>        | <b>\$ 20,297</b>    | <b>\$ 10,000</b>   | <b>\$ 24,612</b>  |
| Accounting                               | 3,141               | 4,400              | 5,000             |
| Audit                                    | 9,000               | 9,000              | 9,000             |
| Insurance                                | 43,960              | 49,311             | 48,637            |
| Management Services                      | 96,127              | 93,661             | 87,400            |
| Salaries and Wages                       | 45,150              | 49,000             | 79,100            |
| Office Expense                           | 2,903               | 1,200              | 1,200             |
| Building Maintenance                     | 17,367              | 16,000             | 4,500             |
| Equipment Repairs                        | 12,292              | 10,000             | 10,000            |
| Payroll Taxes                            | 3,868               | 1,500              | 2,500             |
| Dues and Subscriptions                   | -                   | 500                | 600               |
| Licenses, Fees, and Permits              | 148                 | 600                | 600               |
| Telephone                                | 3,308               | 3,000              | 3,200             |
| Vehicle Inspection                       | 122                 | 100                | 200               |
| Tires, Fuel, Lube                        | 6,066               | 6,000              | 10,000            |
| Tools and Farm Supplies                  | 3,895               | 1,000              | 2,000             |
| Travel and Conferences                   | 1,935               | 1,500              | 6,800             |
| Utilities                                | 8,352               | 3,421              | 5,000             |
| <b>Total Admin and General Expense</b>   | <b>\$ 257,634</b>   | <b>\$ 250,193</b>  | <b>\$ 275,737</b> |
| <b>Depreciation</b>                      | <b>\$ 62,788</b>    | <b>\$ 67,000</b>   | <b>\$ 62,860</b>  |
| <b>Total Operating Expenses</b>          | <b>\$ 676,130</b>   | <b>\$ 596,494</b>  | <b>\$ 689,251</b> |
| <b>Net Income (loss) from Operations</b> | <b>\$ (169,409)</b> | <b>\$ (26,925)</b> | <b>\$ 1,420</b>   |

## **THE STILES FARM FOUNDATION**

### **ORGANIZATION**

The Stiles Farm Foundation was established as a self-supporting, non-profit institution by bequest of the late J.V. and H.A. Stiles. The Board of Regents of The Texas A&M University System accepted trusteeship of the foundation as requested in the Stiles brothers' will on September 23, 1961.

The Stiles Farm Foundation consists of 2,716 acres of land adjacent to the town of Thrall and 131 acres near Lake Granger in Williamson County, Texas. A total of 513.5 acres of land is restricted to corpus and can never be sold, mortgaged or disposed of by the trustees.

As outlined in the will, the farm has been operated as a research/demonstration farm utilizing management practices and techniques that are progressive and innovative, but practical so that farmers can identify and incorporate accepted practices into their existing operations.

Under the leadership of the Director of the Texas A&M AgriLife Extension Service, specialists with the Extension Service, working in conjunction with researchers of the Texas A&M AgriLife Research, establish demonstrations where research-proven practices are incorporated into the ongoing farming operation. They are working toward a goal of assisting farmers in obtaining better yields, improved quality and increased efficiency.

The Stiles Farm Foundation further benefits the public service and educational efforts of the agricultural state agencies of The Texas A&M University System by applying proceeds from farming production to academic scholarships, local community public service, special events and field demonstrations.

**STILES FARM FOUNDATION**  
**Accounting, Budgeting and Management Information**

*The Foundation has adopted principles recommended by the American Institute of Certified Public Accountants for commercial agricultural producers. Some significant aspects of these are listed as follows:*

**A. Inventories**

Inventories of hay, grain and cattle held for sale are valued using the Farm Price method of valuation which is the current market price less the estimated cost of disposal.

**B. Revenue Recognition**

The farm recognizes revenue on grain and hay at the time of harvest. Revenue from cattle is recognized at the time of weaning. The revenue is recorded at the current market price less estimated cost of disposal. Subsequent sales result in an increase or decrease in the recognized revenue by the difference between the amount inventoried and the amount realized. The current revenue also reflects the adjustments of inventory value to the current market price less estimated cost of disposal.

Government program payments are recorded as income in the year received. Royalty income is recorded as income in the year received.

**C. Fixed Assets**

Land, equipment and buildings acquired by bequest are stated at the estimated fair market value at the date of bequest. All subsequent acquisitions are stated at cost and, except for land, are depreciated on the straight-line method over the estimated useful lives of the various assets. Expenditures for additions and major improvements are capitalized and expenditures for maintenance and repairs are charged to earnings as incurred. When properties are retired or otherwise disposed of, the cost thereof and the applicable accumulated depreciation is removed from the respective accounts and the resulting gain or loss is reflected in earnings. A gain or loss is not recognized on trade-ins when the fair value of the asset is usually recorded at the cash paid plus the book basis of the trade-in. If the fair value is easily and accurately obtained a gain or loss on the trade-in is recognized, if appropriate.

**D. Income Taxes**

The Foundation is a non-profit entity and does not have activities subject to federal or state income taxes. It does, however, file a Form 990, Return for Organizations Exempt from Federal Income Taxes with the IRS.

◆ **Fixed Assets**

Fixed assets are stated at cost, except that land acquired by bequest is stated at the estimated fair market value at the date of bequest. A summary of assets and related depreciation is shown below.

|                                | Audited<br>2016          |
|--------------------------------|--------------------------|
| Land                           | \$ 633,080               |
| Building and improvements      | 463,705                  |
| Machinery and equipment        | 897,138                  |
| Fences                         | 194,437                  |
| Roads and terraces             | 220,202                  |
| Production livestock           | <u>137,349</u>           |
| <br>                           |                          |
| Total property and equipment   | 2,545,911                |
| <br>                           |                          |
| Less: Accumulated depreciation | <u>(1,556,067)</u>       |
| <br>                           |                          |
| Property and equipment, net    | <u><u>\$ 989,844</u></u> |

◆ **Other Assets**

Investments in Texas Cotton Growers Association and Plains Cotton Cooperative Associations, agricultural cooperatives, are recorded at cost and represent long-term investments acquired through non-cash patronage dividends. These dividends or “book credits” represent a pro-rata share of the cooperatives earnings which are normally allocated to cooperative patrons on an annual basis. The book credits are refunded in cash to the patrons whenever excess cash earnings are accumulated by the cooperatives. The investment is not readily marketable, and transfer or sale, other than back to the issuing cooperative, is usually restricted or prohibited. The investment is acquired as a result of doing business with the cooperative and is not acquired in expectation of a return on investment.

◆ **Restricted Investments**

The Trustees of the Foundation have established a policy that proceeds of 501.92 acres of land sold during 1996 shall be retained and invested, with the income from the investments being made available only for maintenance, repair and upgrades of the farm property and equipment. At August 31, 2017, cash balances and investments totaled \$1,710,890 which

includes \$1,334,340 in an investment pool under the direction of The Texas A&M University System and \$376,550 in a bank money market account for future use.

◆ **Cash Flow**

The nature of dry land row crop farming requires substantial cash flow outflows in the early part of the calendar year. The resulting fall harvest and cash inflows occur in the last quarter of the year. The negative cash flow effect of this fact is that as much as 80% of total expenditures are made before any funds are received in a given year. Farm expenditures are paid from an operating checking account, which draws money from cash invested in money market accounts that are available for immediate use as costs of planting and production are incurred. Cash not needed for operations reside in an investment pool.

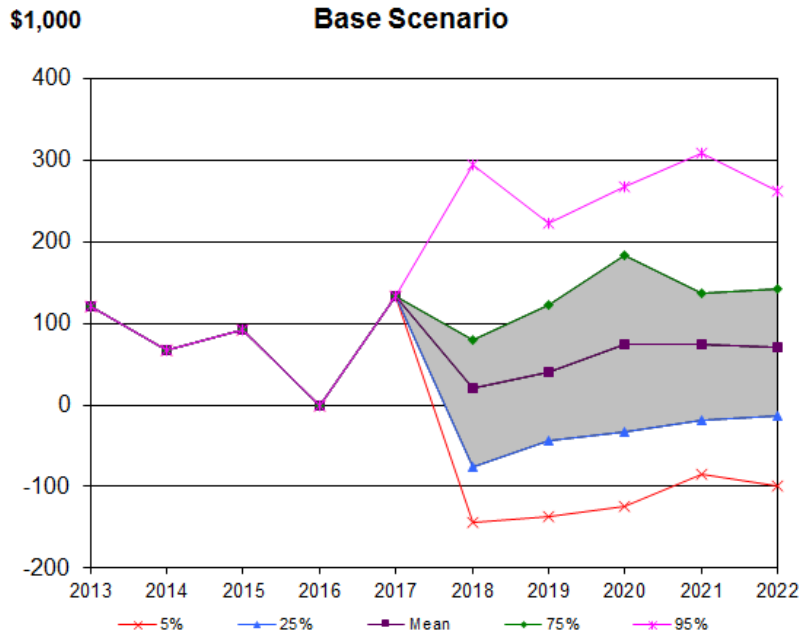
◆ **Personal Services**

The Stiles Farm Foundation Trustees provide management supervisory services through the staff of the Texas A&M AgriLife Extension Service. The farm reimburses these costs including the value of any fringe benefits and travel. Farm housing is provided for the farm manager to reside at the Stiles Farm Foundation headquarters location. Two to three employees are employed by the Stiles Farm as tractor drivers and general laborers. The 2017 budget for these personnel reflects a pay range of \$7.50 to \$11 per hour, plus benefits for full time employees.

◆ **Land Bequest**

In 1999, the Foundation received a bequest of 131.05 acres of land from the Mary Pitman Living Trust, to be managed as an endowment for the promotion of agriculture. The property may not be sold for twenty years, and if sold, the proceeds are to be used for the use and promotion of agriculture. Based on 1999 appraisal, the land has been recorded at the appraised value of \$104,840.

**Figure 1. Projected Variability in Net Income.**

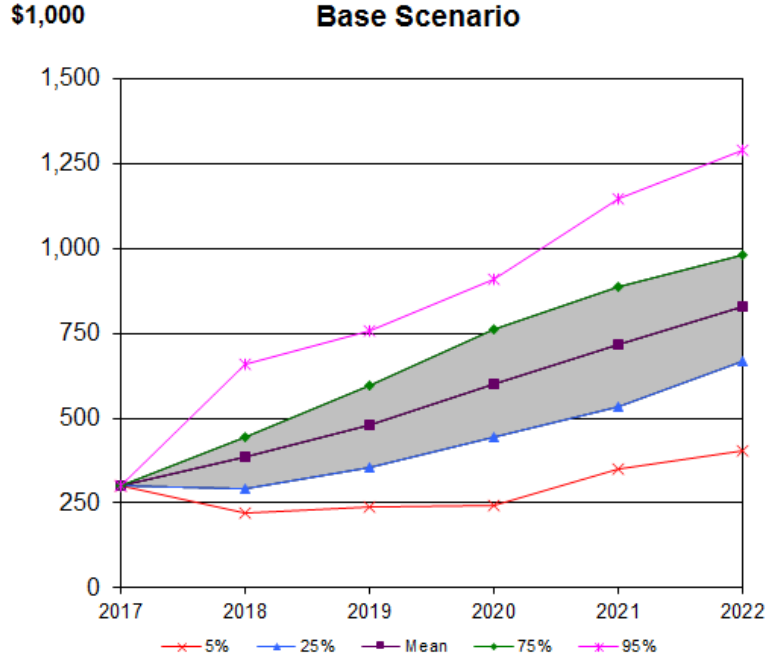


Note: Percentages indicate the probability that Net Farm Income is below the indicated level.  
The shaded area contains 50% of the projected outcomes.





**Figure 2. Projected Variability in Operating Cash Reserves.**



Note: Percentages indicate the probability that Net Farm Income is below the indicated level.  
The shaded area contains 50% of the projected outcomes.



**\*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.**