

*The Rules and Regulations of the Board of Regents
of the Texas Tech University System*

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[with amendments through: 11-15-2024]

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Note: See also ... BOARD POLICY STATEMENTS for:

- Audit Committee Charter
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Dates Approved or Amended:

- Comprehensive review.....12-12-2014*
- Revised TTUHSC Mission statement.....05-19-2017*
- Revised mission statement of ASU05-13-2021*
- Updated TTUS mission statement and added mission statement for MSU.....09-01-2021*

Chapter 00 -- Definitions, Style, and Citations

Dates Approved or Amended:

-- *Comprehensive review/amendments*10-10-2014

-- *Added definition for MSU*09-01-2021

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-- Technical adjustments.....	10-10-2014	• to §01.02.1.f & §01.02.6.b(6)
-- Technical adjustment	12-12-2014	• to §01.02.6.b(5)
-- System clean-up legislation revisions	10-09-2015	• to §01.02.1.c, .e & .g
-- Added Board self-evaluation policy.....	03-02-2018	• as §01.01.4
-- Added delegations of authority.....	04-06-2020	• to §01.02.1.b & §01.02.1.c
-- Updated FAI Committee & deleted IAC ..	12-10-2020	• to §01.02.8.d(3), (1), & delete f
-- Technical adjustment	05-13-2021	• to §01.02.8.d(3)
-- Amendments re Standing Committees	05-25-2021	• to §01.02.8.a – c & §01.02.8.d(1) – (4)
-- Added Board’s authority over MSU	09-01-2021	• added §01.02.1.i
-- Technical adjustment	11-17-2022	• to §01.03.c
-- Technical adjustment	08-08-2024	• to §01.02.3.a(2)

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Chapter 02 -- Administration

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- *State contracting law changes*.....10-09-2015
 - added §02.01.3.n & §02.04.2.o
 - conforming changes to Ch. 07 section citations in §02.03.2.c & §02.03.3.b
- *State contracting law changes*.....05-20-2016
 - added §02.04.2.p
 - conforming changes to Ch. 07 section citations in §02.03.2.c & §02.03.3.b
- *Added information resources function and updated authority of presidents*....08-08-2024
 - added §02.02.3.h
 - deleted §02.04.2.d re presidents' authority

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Chapter 04 -- Academic Affairs

Dates Approved or Amended:

-- Comprehensive review/amendments	08-09-2013	
-- Technical adjustment	10-10-2014	• to §04.04.1
-- Miscellaneous clean-up revisions.....	10-09-2015	• to §04.11 header & §04.11.3
--Rename Horn Professorship	08-06-2020	• to §04.01.1
--Deletion of Section related to namings	08-05-2021	• to §04.11.3
--Amendments throughout	09-01-2021	• to §04.04.1, 04.08 and 04.10 to add MSU
--Amendments related to academic boycotts	08-10-2023	• to §04.04.2 to add language prohibiting academic boycott

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Chapter 05 -- Student Affairs

Dates Approved or Amended:

- *Comprehensive review/amendments*08-09-2013
- *Amend §05.01.2 re: parking fees*08-10-2018 – parking fees, but not parking regulations,
are approved by the board
- *Amendment re: admission policies*12-10-2020 §05.02.1 delegate to the Chancellor
the responsibility to set campus
admission standards
- *Amendment re: student handbooks*11-16-2023 §05.01.2 revised to move approval of
operating manuals and student
handbooks from the Board to being
reviewed by the ACS Committee
leadership.

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Chapter 06 -- Institutional Advancement

Dates Approved or Amended:

-- Comprehensive review/amendments	08-09-2013	
-- Amendment	10-11-2013	• added §06.01.5
-- Technical adjustment	10-10-2014	• to §06.05.4.b
-- Amendments	03-06-2015	• to §06.03.2 and §06.03.3
-- System clean-up legislation revisions	10-09-2015	• to §06.01.2.b
-- Amendments	08-05-2021	• to delete §06.06 related to namings
-- Comprehensive review of chapter	08-11-2022	• amendments throughout

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Chapter 07 -- Fiscal Management

Dates Approved or Amended:

- *Comprehensive review/amendments*02-28-2014
- *Amendment*03-06-2015
 - §07.03.6 re: fraud disciplinary actions
 - many sections amended, including §: 07.02.4.a, 07.02.6, 07.02.7.o, 07.03.2.b, and extensively throughout 07.12
- *State contracting law changes*.....10-09-2015
- *Multiple and various amendments*05-20-2016
 - Additional state contracting law changes ... amendments to multiple sections, including: §07.02.6, 07.02.7, 07.03, and extensively throughout 07.12
 - Updates to audit provisions ... to reflect changes in the audit mission, code of ethics, and audit standards adopted by the Institute of Internal Auditors.
 - Revisions to emergency approvals of a budget adjustment or a contract ... to conform the budget policy to the contract policy and require that such proposals be submitted by the Chancellor.
 - Change in the 'early start' provision for consulting contracts of more than \$25,000 ... to require that such proposals be submitted by the Chancellor.
- *Amendment*10-14-2016
 - §07.02.5.b revised to bring the use-of-debt-proceeds provision in line with U.S. Treasury regulations
- *Amendment*08-11-2017
 - amended §07.12.4.e(2) to require prior review of \$25,000-or-less consulting contracts by the System CFO, rather than by Board chair and chair of Finance & Administration Committee
- *Amendment*10-20-2017
 - added a new §07.12.4.c for a delegation of contract approval authority to the health-related presidents for certain continuing contractual relationships; and deleted old §07.12.4.d due to it conflicting with §07.12.3.b.
- *Amendment*03-02-2018
 - changes re: debt and equipment financing policies (§07.05.2.b and §07.05.4.a) ... student financial assistance program administration (§07.10.4) ... contracts and conflicts of interest (various in §07.12) ... name of the Office of Treasury
- *Amendment*08-09-2019
 - changed HEAF to HEF throughout;
 - added new §07.05.2.b(6) re: Chancellor approval of RFS funding for minor projects;
 - added delegations of authority for state comptroller deposits (§07.07.4) and primary/secondary depositories (§07.08.3)
- *Amendments* 02-24-2022
 - §07.02.3 – language added to reflect the current standards of audit practices.
 - §07.03.6.b – Added the Office of Equal Opportunity to the list of offices with which to consult when an employee’s fraudulent act leads to disciplinary action.
 - §07.04.3.b – deleted antiquated certification requirement as TTU system is no longer subject to the TX Bond Review Board.

- §07.04.4.a.(1), §07.04.4.b.(1), §07.04.4.c.(1), and §07.04.4.f.(2) – updated regarding budgetary control to specify: (1) the requirement of board approval for budget adjustments that are more than \$2 million due to new activities and /or revenue sources (increased from \$1 million); (2) the chancellor’s ability to approve budget adjustments of \$2 million (increased from \$1 million) or less to TTUSA’s original budget; (3) president’s ability to approve budget adjustments of \$2 million (increased from \$1 million) or less to each institution’s original budget; and (4) update the threshold to \$500,000 for reporting deficit fund balances.
- §07.05.2.b(4) – added the word “division” to replace the word “area” as division is more accurately defined.
- §07.05.2.b(7) & §07.05.2.c – added clarification on the appropriate use of Higher Education Fund for financed projects and deleted antiquated language related to the Revenue Financing System.
- §07.10.1 – language added to indicate the role of the board in approving revisions to tuition and fees biannually to replace the existing requirement for annual approval.
- §07.12.1.b & §07.12.1.e-i – language added to clarify that: (1) the requirement for written contracts may be satisfied as a purchase order; (2) the development of contract review procedures and check lists to ensure consistency in contracting practices; (3) employee training and continuing education on ethics, appropriate procurement methods and information resources purchasing; and (4) appropriate submission of contracts to the board.
- §07.12.3.a & b– language added for term threshold for when a contract in excess of \$1 million require board approval - changed from “over the term” to “per annum.”
- §07.12.3.d– language updated on the exemption from board approval for contracts that may be terminated without cause with notice of 180 days.
- §07.12.3.e(1) – language relocated (previously in 07.12.4e) and the threshold for consulting contract requiring board approval increase to initial considerations in excess of \$100,000 (up from \$25,000) and time sensitive contracts may be approved by the vice chancellor and CFO, the chancellor and component president and later presented at the next scheduled board meeting.
- §07.12.3.h – language moved from Chapter 8 to Chapter 7- the existing requirement for presidential approval of contracts for the sale of alcohol by third party vendors at TTU system facilities. The requirement that the board approves sale of alcoholic beverages by a third-party vendor at any intercollegiate athletic event is also removed, thereby granting this approval to presidents.
- The summary table for contract approval is relocated to the end of the chapter and reflects the necessary updates
- Other editorial changes throughout to improve clarity and readability.

-- *Amendments* 02-23-2023

- §07.11.3 – Added “or contracted aircraft broker” to potential recipient of required information.
- §07.11.5 – Added “or contracted aircraft broker” to potential recipient of proof of certificate of insurance.
- §07.11.6.a – Approval of leased or charter aircraft is now done by the TTU System Office of General Counsel and the TTU System Office of Risk Management which replaced approval by of the chancellor. Also adds a master aircraft broker agreements as an option in the approval process.
- §07.11.6.b – Added master aircraft broker agreements for flights involving students and replaced chancellors approval of these flights with approval of the institutional president.; §07.11.6.c – Deleted this section.
- §07.12.3.d – Increase term threshold for board approval of contracts from four (4) to five (5) years.
- §07.12.3.f.(2).(b) – Increase term threshold for board approval of employment contracts from four (4) to five (5) years.
- §07.12.3.f.(3).(b).(ii) – Updated to remove the requirement for board approval of employment agreement for assistant coaches of intercollegiate athletics programs.
- §07.12.4.b. – Updated to allow for greater operational flexibility in sponsored program projects agreements and any ancillary documents or contracts that support those programs and conform to the five years term limits updated in §07.12.3.d.
- §07.12.4.f – New subsection delegates to presidents the authority to approve lease agreements for athletics suites.

- *Amendments* 11-16-2023
 - §07.10.1 – Added language to delegate to presidents, or their designee, the authority to set and approve all discretionary, incidental fees.
- *Amendments*08-08-2024 • amended §07.09.2.d and §07.09.3.d

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07.00.4	"OAS"	1
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Chapter 08 -- Facilities

Dates Approved or Amended:

- *Comprehensive review/amendments*02-28-2014
- *Amendments as noted*10-10-2014:
 - §08.01.9 – revised FP&C fees ... • §08.02.4.e – re: honorary statutes ... • §08.07.5 – re: alcohol policy
- *Amendments as noted*10-20-2017:
 - §08.01.2 – revised to a general statement defining major and minor projects ... • §08.01.3 – overhaul of approval processes for major projects ... • §08.01.7 – emergency authorization for use of contingencies
- *Amendments*05-18-2018:
 - §08.01.3.a – added feasibility study option
- *Amendment added §08.12*.....08-10-2018:
 - (1) allows institutional presidents, rather than the board, to adopt policies that regulate traffic and parking on their respective campuses; and (2) continues to require board approval of parking fee rates
- *Various amendments as noted*.....12-13-2019:
 - increased the threshold for a major project from \$2 million to \$4 million;
 - revised the requirement for use of a Construction Manager Agent on major projects;
 - with the approval of the Board, a major project could be managed by the institution rather than by FP&C;
 - upon a request by a president, FP&C could be designated to manage a minor project;
 - when new furniture/equipment is proposed to be purchased for a major project, the president must certify that existing and/or surplus furniture/equipment is not suitable for the space being constructed; and
 - the public art fee and the landscape enhancement fee were each set at up to 1% of a major project’s budget or \$500,000, whichever is less.
- *Amendments*08-05-2021:
 - Deleted Section 08.05 related to namings
- *Amendments*02-24-2022:

Various amendments are proposed for the policies that govern processes for construction projects and administration of TTU system facilities. Examples include:

 - §08.00.6 & §08.01.3 – language added to define “Project Management Team” as the team responsible for managing major construction projects.
 - §08.01.1 – language added to update Texas Education Code citation related to competitive bidding for construction projects
 - §08.01.5 – language added regarding the applicability of federal regulations and institutional OPs to the procurement process for construction projects
 - §08.01.9 – Simplification of language on FP&C fees which is 2.4% of the initial project paid out over three milestones. Provisions related to “grandfathered” construction projects and the distinction of fees for projects above or below \$15 million is deleted
 - §08.02, §08.06.3 & §08.06.4 – language added to clarify: (1) the role of the Board and FP&C related to master plan initiatives; (2) the broad applicability of TTU System policies to aiding non-profit organizations that exist for the purpose of supporting the TTU system institutions; and (3) that the playing fields and other athletic facilities are under the control of the various departments of athletics.
 - §08.06.5 – Clarifying language added on the sale and service of alcohol; and moving to Chapter 7 the existing language on the board/president’s role in approving the license or sale of alcoholic beverages at facilities
- *Amendments*11-15-2024:
 - §08.01.9.a(1) - revised the timing of the collection of FP&C project management fee. The fee rate remains the same.

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Chapter 09 -- Investments and Endowments

Dates Approved or Amended:

- *Comprehensive review/amendments*08-08-2014
- *Miscellaneous clean-up revisions*.....10-09-2015 • to §09.07.3
- *Amendment re: SITIF management*.....08-10-2018
 - to §09.02 to allow the SITIF investment policy statement to provide all of the policies that govern management of the SITIF
- *Various amendments as noted*.....12-13-2019
 - to update SITIF references to the new STIF and ITIF; and
 - to add language to handle exceptions to investments requested by a donor
- *Various amendments as noted*.....12-10-2020
 - to §09.00, §09.01.2, §09.02, and §09.03 ...replace STIF and ITIF references to the new CCP;
 - to §09.02 ...delete the roles and responsibility of the IAC; and
 - to §09.02.1 and §09.02.2 ...define/clarify the roles of the CFO and CIO
- *Various amendments as noted*.....11-17-2022
 - to §09.00.1 to add the Mission Driven Investment Fund (MDIF) as the third investment program;
 - to §09.01.3 to add a definition for MDIF;
 - to §09.05 to include clarification on the policies for the new MDIF; and
 - various updates to section numberings throughout
- *Various amendments*.....11-14-2024
 - to change the naming convention from Comprehensive Cash Pool (CCP) to Comprehensive Cash and Investment Pool (CCIP)

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Dates Approved or Amended:

-- *Comprehensive review/amendments*10-09-2015

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Chapter 11 -- Athletics at TTU and ASU

Dates Approved or Amended:

-- Comprehensive review/amendments10-11-2013

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Chapter 12 -- Honorifics and Seals

Dates Approved or Amended:

-- <i>Comprehensive review/amendments</i>	08-09-2013	
-- <i>Amendments</i>	12-12-2014	• added new §12.06 re: honorary statues and re-numbered subsequent sections
-- <i>Amendments</i>	05-19-2017	• added new §12.09 re: a seal monument for TTU-Costa Rica
-- <i>Amendments</i>	02-26-2021	• added new §12.10 re: TTU School of Veterinary Medicine seal
-- <i>Amendments</i>	08-05-2021	• deleted §12.05 other honorific naming not facility or gift related

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Chapter 13 -- Namings

Dates Approved or Amended:

-- *Approved as a new chapter*.....08-05-2021

-- *Amendments*08-11-2022

• updated definition of affiliated entities §13.00.2; updated definition of gifts §13.00.5; and updated exigent circumstances provision §13.05.8 all to align with Chapter 06.

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