

## **Executive Summary**

### **Part IX: Code of Student Conduct:**

**Introduction:**        **Editorial Changes to the "Introduction" include:**

Add "the Dean of Students"

**Section A:**        **Editorial Changes to "General Policy" include:**

Add "the Dean of Students"

"Violations of the substance abuse policy may result in notification to the parents/guardians of dependent students under the age of 21" moved to Section D, 3g.

**Section B:**        **Editorial Changes to "Misconduct" include:**

3a.2-7.        Added clarity to academic integrity allegation code items

**Section C:**        **Editorial Changes to "Disciplinary Proceedings" include:**

1b.5a.        Add "Advisors. All students involved in student judicial proceedings may be assisted by advisors they choose, at their own expense. The advisor must be a member of the university community. However, if a student accused of alleged misconduct is also the subject of a pending criminal investigation, indictment or charge arising out of the same circumstances, he or she may be allowed to have an attorney serve as his or her advisor, at his or her own expense, to participate in the same manner as any other advisor. If an advisor for the accused student is an attorney, an attorney from the Office of General Counsel may attend the hearing on behalf of the university. The complainant and/or the student accused of alleged misconduct is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or to participate directly in any hearing unless authorized by the hearing officer. Students should select an advisor whose schedule allows attendance at the scheduled date and time for the hearing, as delays will not be allowed due to the scheduling conflicts of an advisor, except at the five (5) university working days in advance of the scheduled hearing date."

- 1c. Change to "After the student has been advised of the allegation(s), the student shall indicate whether they would prefer an administrative or a discipline committee hearing. However, the Judicial Officer has the authority in all cases to designate whether an administrative or committee hearing will be held notwithstanding the student's request."
- 2-3e. Moved forward in this section for clarity

**Section D: *Editorial Changes to "Disciplinary Sanctions, Conditions and/or Restrictions" include:***

- 3.f. Add "Withdrawal of university funding (Student Government Association, departmental, Student Services Fees, etc.)"
- 3.g. Add "Violations of the alcohol, narcotics or drugs policy (Sections B.1. or B.2.) may result in notification to the parents/guardians of dependent students under the age of 21."
- 4-5. Moved to initial paragraph in this section for clarity

**Section E: *Editorial Changes to "Disciplinary Appeal Procedures" include:***

- 1-5. Several changes were made in this section in order to keep phraseology consistent.

**Section F: *Editorial Changes to "Readmission Procedures and Appeals" include:***

- a-c. Added Section F for clarity  
Added language to reflect the Dean of Students and changes in the reporting structure

**Section G: *Editorial Changes to "Withdrawal of Consent" include:***

- 1b. Now Section G  
Change to "If the Dean of Students or Vice President for Student Affairs concurs with the Judicial Officer's recommendation, permission for the student to be on university premises will be withdrawn. This Withdrawal of Consent will not be longer than fourteen (14) calendar days and a hearing must be held within these fourteen calendar days to determine the student's status at the university. Permission to be on university premises must be coordinated through the Dean of Students or designee and the

Texas Tech Police Department. The Director of Student Judicial Programs will notify all parties of the final decision in writing via U.S. Mail within five university working days of the hearing."

3. Move to Section "F" for clarity

**Section H:** ***Editorial Changes to "Code of Student Conduct University Committees" include:***

- 3f. 

Now Section H

Change to "A quorum for the committee is four members."

Part IX *Code of Student Conduct*  
*Student Handbook*  
Approved by the Board of Regents May 11-12, 2006  
Effective, Wednesday, August 9, 2006

## PART IX

### ***Code of Student Conduct*** **Texas Tech University**

The *Code of Student Conduct* at Texas Tech University is administered through Student Judicial Programs and is based on promoting education and a tradition of excellence regarding student behavior. The goal of the *Code of Student Conduct* is that acceptable standards of behavior are communicated to, understood, and upheld by the students of Texas Tech University.

Student Judicial Programs encourages and facilitates a university environment where students and student organizations take responsibility for their actions. Through a well-defined student judicial process and the *Code of Student Conduct*, Student Judicial Programs educates students about their rights and responsibilities as members of the Texas Tech University community. In addition, Student Judicial Programs promotes the importance of intellectual-holistic development, self-worth, mutual respect, and how we, as members of the university community, interact with each other on a daily basis. Questions of interpretation regarding the Code of Student Conduct are referred to Student Judicial Programs. The Code of Student Conduct is reviewed every year by the Code of Student Conduct Review Committee in conjunction with Student Judicial Programs, the Dean of Students, and the Vice President for Student Affairs. Definitions for terms used throughout the *Code of Student Conduct* are outlined in Part I of the Student Handbook.

#### **A. General Policy**

Freedom of discussion, inquiry and expression is fostered by an environment in which the privileges of citizenship are protected and the obligations of citizenship are understood. Accordingly, the university community has developed standards of behavior pertaining to students and to registered student organizations. Students and registered student organizations (hereafter referred to only as student) are subject to disciplinary action according to the provisions of the *Code of Student Conduct* and/or the Student Handbook. ~~Student and student organization~~ conduct on or off university premises is subject to university judicial jurisdiction. The university may enforce its own judicial policies and procedures when a student's ~~or a student organization's~~ (~~referred to hereafter only as student~~) conduct directly, seriously or adversely impairs, interferes with or disrupts the overall mission, programs or other functions of the university. University judicial proceedings may be instituted against a student alleged to have violated the *Code of Student Conduct* and/or the Student Handbook. Proceedings under the *Code of Student Conduct* may be carried out prior to, concurrent with or following civil or criminal proceedings. The proceedings are conducted in a manner which ensures that substantial justice is done and is not restricted by the rules of evidence governing criminal and civil proceedings. The Office of the Vice President for Student Affairs, in conjunction with the Dean of Students,

Student Judicial Programs and the Department of Housing and Residence Life ~~(hereafter referred to only as the Vice President for Student Affairs)~~, respects the rights and responsibilities of students and shall consider each violation of university's ~~substance abuse~~ policy and each violation of federal, state and/or local law on a "case-by-case" ~~situation basis~~ and shall further attempt to initially use educational options and subsequent intervention and/or prevention options to assist students.

~~Violations of the substance abuse policy shall result in appropriate judicial action through Student Judicial Programs and/or the Department of Housing and Residence Life, which may include required attendance and active participation in substance abuse education and/or intervention programs and may result in notification to the parents/guardians of dependent students under the age of 21.~~

NOTE: See Parent Notification Policy at  
<http://www.depts.ttu.edu/studentjudicialprograms>.

## **B. Misconduct**

Any ~~individual student~~ (or registered student organization) found to have committed the following misconduct while classified as a student (or as a registered student organization) is subject to disciplinary sanction(s), condition(s) and/or restriction(s). For definitions, please refer to the Student Handbook, Part IX, Section D, Disciplinary Sanctions, Conditions and/or Restrictions. Misconduct or prohibited behavior includes, but is not limited to:

### **1. *Alcoholic Beverages***

- a. Use, possession, sale, delivery, manufacture or distribution of alcoholic beverages, except as expressly permitted by university policy and federal, state, and/or local law.
- b. Being under the influence of alcohol and/or intoxication as defined by federal, state, and/or local law.

### **2. *Narcotics or Drugs***

- a. Use, possession, sale, delivery, manufacture or distribution of any narcotic, drug, medicine prescribed to someone else, chemical compound or other controlled substance, except as expressly permitted by federal, state, and/or local law.
- b. Possession of drug-related paraphernalia, except as expressly permitted by federal, state, and/or local law.
- c. Being under the influence of narcotics, drugs, medicine prescribed to someone else, chemical compound or other controlled substance, except as permitted by federal, state, and/or local law.

### **3. *Academic Dishonesty***

"Academic dishonesty" includes, but is not limited to, cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts and any act designed to give unfair academic advantage to the student (such as, but not limited to, submission of essentially the same written assignment for

two courses without the prior permission of the instructor) or the attempt to commit such an act.

a. "Cheating" includes, but is not limited to,

1. Copying from another student's test paper or devices.
2. Using unauthorized materials during a test, ~~not authorized by the instructor administering the test.~~
3. Failing to comply with instructions given by the person administering the test.
4. Possession of materials during a test which are not authorized by the person administering the test, such as class notes or other unauthorized aids. The presence of textbooks constitutes a violation only if they have been specifically prohibited by the person administering the test.
5. Using, buying, stealing, transporting, selling or soliciting in whole or part items including, but not limited to, the contents of an unadministered test, test key, homework solution, or computer program.
6. Collaborating with, seeking aid or receiving assistance from another student or individual during a test or in conjunction with other assignments without authority.
7. Discussing the contents of an examination with another student who has taken or will take the examination without authority.
- ~~8. Divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned to or kept by the student.~~
9. Substituting for another person, or permitting another person to substitute for oneself in order to take a course, take a test or complete any course-related assignment.
10. Paying or offering to pay money or other valuables or coercing another person to obtain items including, but not limited to, an unadministered test, test key, homework solution or computer program, or information about an unadministered test, test key, homework solution or computer program.
10. Falsifying research data, laboratory reports and/or other academic work offered for credit.
11. Taking, keeping, misplacing or damaging the property of the university, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct.
12. Possession at any time of current or previous test materials without the instructor's permission.

b. "Plagiarism" includes, but is not limited to, the appropriation of buying, receiving as a gift or obtaining by any means, material that is attributable in whole, or in part, to another source, including words, ideas, illustrations, structure, computer code, other expression and

media, and presenting that material as one's own academic work being offered for credit.

- c. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on academic dishonesty.
- d. "Falsifying academic records" includes, but is not limited to, altering or assisting in the altering, of any official record of the university and/or submitting false information or omitting requested information that is required for, or related to, any academic record of the university. Academic records include, but are not limited to, applications for admission, the awarding of a degree, grade reports, test papers, registration materials, grade change forms, and reporting forms used by the Office of the Registrar. A former student who engages in such conduct is subject to a bar against readmission, revocation of a degree and withdrawal of a diploma.
- e. "Misrepresenting facts" to the university or an agent of the university includes, but is not limited to, providing false grades or resumes, providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment to obtain an academic or financial benefit for oneself or another individual, or providing false or misleading information in an effort to injure another student academically or financially.

NOTE: See Academic Integrity information at  
<http://www.depts.ttu.edu/studentjudicialprograms/AcademicIntegrity>.

#### 4. *Firearms, Weapons and Explosives*

- a. Use or possession of any items used as weapons, including, but not limited to, handguns, firearms, ammunition, fireworks, pellet guns, paintball guns, bb guns, knives, or explosives or noxious materials, on university premises except as expressly permitted by federal, state, and/or local law.

NOTE: See Residence Hall Policies and Procedures for specifics regarding approved devices.

#### 5. *Flammable Materials/Arson*

- a. Use or possession of flammable materials, including incendiary devices or other dangerous materials, or substances used to ignite, spread, or intensify flames for fire.
- b. Attempting to ignite and/or the action of igniting university and/or personal property on fire either by intent or through reckless behavior which results, or foreseeably results, in damage of university premises.

6. *Theft, Damage or Unauthorized Use*

- a. Attempted or actual theft of property or services of the university, other university students, other members of the university community, or campus visitors.
- b. Possession of property known to be stolen or belonging to another person without the owner's permission.
- c. Attempted or actual damage to property owned or leased by the university, by university students, members of the university community, or campus visitors.
- d. Attempted or actual unauthorized use of a credit card, debit card, student identification card, cell phone, personal identification number, test number, eRaider account ~~number~~ information and/or personal check.
- e. Alteration, forgery or misrepresentation of any form of identification.
- f. Possession or use of any form of false identification.

7. *Actions Against Members of the University Community*

- a. ~~Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other~~ Conduct which threatens or endangers the health or safety of self or others, including, but not limited to, acts such as physical abuse, verbal abuse, threats, intimidation, harassment, and or coercion.
- b. Intentional or reckless conduct which endangers the health or safety of self or others.
- c. Behavior that disrupts the normal operation of the university, including its students, faculty and or staff.
- d. Sexual misconduct that involves:
  1. Deliberate touching of another's sexual parts without consent.
  2. Deliberate sexual invasion of another without consent.
  3. Deliberate constraint or incapacitation of another, without that person's knowledge or consent, so as to put another at substantially increased risk of sexual injury.
  4. Unwelcomed sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature that expressly or implicitly imposes conditions upon, threatens, interferes with, or creates an intimidating, hostile, or demeaning environment for an individual's (I) academic pursuits, (II) university employment,; (III) participation in activities sponsored by the university or organizations or groups related to the university, or (IV) opportunities to benefit from other aspects of university life.
- e. Excessive pressure, threats or any form of conduct, coercive tactics or unwanted mental coercion techniques used to retain or recruit a student for membership in an organization.
- f. Actions involving free expression activities are covered in Part VII, Section F.



8. *Gambling, Wagering, Gaming or Bookmaking*

- a. Gambling, wagering, gaming or bookmaking as defined by federal, state, and/or local laws is prohibited on university premises or by using university equipment or services.

9. *Hazing*

Hazing is any intentional, knowing or reckless act, directed against a student by one person acting alone or by more than one person occurring on or off the premises that endangers the mental or physical health or safety of a student for the purpose of pledging or associating with, being initiated into, affiliating with, holding office in, seeking and/or maintaining membership in any organization whose membership consists of students. Consent and/or acquiescence by a student or students subjected to hazing is not a reasonable defense in a disciplinary proceeding. Hazing includes but is not limited to:

- a. Any type of physical brutality, such as whipping, beating using a harmful substance on the body or similar activity.
- b. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of a student.
- c. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug or other substance which subjects a student to an unreasonable risk of harm or which adversely affects the mental or physical health or safety of a student.
- d. Any activity that intimidates or threatens a student with ostracism, that subjects a student to extreme mental stress, shame or humiliation or that adversely affects the mental health or dignity of a student or that discourages a student from entering or remaining registered at this educational institution or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above.
- e. Any activity in which a person engages in hazing; solicits, encourages, directs, aids or attempts to aid another in engaging in hazing; intentionally, knowingly or recklessly permits hazing to occur; has firsthand knowledge of the planning of a specific hazing incident which has occurred and knowingly fails to report the incident in writing to Student Judicial Programs.
- f. Any activity in which hazing is either condoned or encouraged or any action by an officer or combination of members, pledges, associates or alumni of the organization of committing or assisting in the commission of hazing.

NOTE: See *Texas Education Code*, Sections 37.151-37.155 and Section 51.936 at <http://www.capitol.state.tx.us/statutes/ed.toc.htm>.

10. *False Alarms or Terroristic Threats*

- a. Intentional sounding of a false fire alarm, falsely reporting an emergency or terroristic threat in any form, issuing a bomb threat, constructing mock explosive devices, destruction or activation of fire sprinklers, filing false police reports, improperly possessing, tampering with or destroying fire equipment or emergency signs on university premises.

11. *Financial Irresponsibility*

- a. Failure to meet financial obligations owed to the university, or components owned or operated by the university, including, but not limited to, the writing of checks ~~from~~ accounts with insufficient funds.

12. *Unauthorized Entry, Possession or Use*

- a. Unauthorized entry into or use of university premises or equipment.
- b. Unauthorized possession, use, duplication, production or manufacture of any key or unlocking device, University Identification Card or access code for use in university premises or equipment.
- c. Unauthorized use of the university name, logotype, registered marks or symbols of the university; however, registered student organizations are permitted to use the word "Tech" as a part of their organizational names or to use the complete statement "a registered student organization at Texas Tech University."
- d. Unauthorized use of the university's name to advertise or promote events or activities in a manner which suggests sponsorship and/or recognition by the university.

13. ~~*Traffic and Parking*~~*University Parking Services*

- a. Violation of university Traffic and Parking regulations.
- b. Obstruction of the free flow of vehicular and/or pedestrian traffic on university premises.

NOTE: See *University Parking Services*~~*Traffic and Parking Policies*~~ at <http://www.depts.ttu.edu/studentjudicialprograms/KnowtheCode.htm>.

14. *Department of Housing and Residence Life Regulations*

- a. Violation of rules that govern behavior in the campus residence and/or dining halls as stated in the F.Y.R.E. Handbook and/or other notifications or publications provided by the Department of Housing and Residence Life.

NOTE: See Housing and Residence Life Policies at <http://www.depts.ttu.edu/studentjudicialprograms/KnowtheCode.htm>.

15. *Student Recreation and Aquatic Center Regulations*

- a. Violation of rules that govern behavior in the Student Recreation Center and Aquatic Center.

NOTE: See Student Recreation and Aquatic Center Regulations at <http://www.depts.ttu.edu/studentjudicialprograms/KnowtheCode.htm>.

16. *Failure to Comply*

- a. Failure to comply with the reasonable directives or requests of a university official acting in the performance of his/her duties.
- b. Failure to present student identification on request to any university official or identify oneself to any university official acting in the performance of his/her duties.

17. *Abuse, Misuse or Theft of University Computer Data, Programs, Time, Computer or Network Equipment*

- a. Unauthorized use of computing and/or networking resources including, but not limited to, private information and passwords.
- b. Use of computing and/or networking resources for unauthorized or nonacademic purposes including, but not limited to, illegal access.
- c. Unauthorized accessing, copying or installing programs, records, copywrited data material or software belonging to the university or another user without permission.
- d. Attempted or actual breach of the security of another user's account and/or computing system, depriving another user of access to university computing and/or networking resources, compromising the privacy of another user or disrupting the intended use of computing or network resources.
- e. Attempted or actual use of the university's computing and/or networking resources for personal or financial gain.
- f. Attempted or actual transport of copies of university programs, records or data to another person or computer without written authorization.
- g. Attempted or actual destruction, disruption or modification of programs, records or data belonging to the university or another user or destruction of the integrity of computer based information.
- h. Attempted or actual use of the computing and/or networking facilities to interfere with the normal operation of the university's computing and/or networking systems; or through such actions, causing a waste of such resources (i.e. people, capacity, computer).
- i. Intentional "spamming" of students, faculty or staff (defined as the sending of unsolicited and unwanted e-mails to parties with whom you have no existing business, professional or personal acquaintance).
- j. Allowing another person, either through one's personal computer account, or by other means, to accomplish any of the above.

NOTE: See Information Technology Security Policies at <http://www.depts.ttu.edu/studentjudicialprograms/KnowtheCode>.

18. *Providing False Information or Misuse of Records*

- a. Knowingly furnishing false information to the university, or to a university official in the performance of his/her duties, either verbally or

through forgery, alteration or misuse of any ~~university~~ document, record or instrument of identification.

19. *Skateboards, Rollerblades, Scooters, Bicycles or Similar Devices*

- a. Use of skateboards, rollerblades, scooters, bicycles or other similar devices in university buildings or on university premises in such a manner as to constitute a safety hazard or cause damage to university or personal property.

NOTE: Refer to *University Parking Services Traffic and Parking Policies* at <http://www.depts.ttu.edu/studentjudicialprograms/KnowtheCode.htm>.

20. *Violation of Published University Policies, Rules or Regulations*

- a. Violation of any published university policies, rules or regulations that govern student or student organization behavior, including, but not limited to, violations of University Operating Policies and Procedures and Texas Tech Regents Rules.

21. *Violation of Federal, State and/or Local Law*

- a. Misconduct which constitutes a violation of any provisions of federal, state and/or local laws.

22. *Abuse of the Discipline System*

- a. Failure ~~of~~ by a student to respond to a notification to appear before the Judicial Officer during any stage of a disciplinary proceeding. Failure to comply with or respond to a notice issued as part of a disciplinary procedure and/or failure to appear will not prevent the Judicial Officer from proceeding with disciplinary action.
- b. Falsification, distortion or misrepresentation of information in disciplinary proceedings.
- c. Disruption or interference with the orderly conduct of a disciplinary proceeding.
- d. Filing an allegation known to be without merit or cause.
- e. Discouraging or attempting to discourage an individual's proper participation in or use of the disciplinary system.
- f. Influencing or attempting to influence the impartiality of a member of a disciplinary body prior to and/or during the disciplinary proceeding.
- g. Harm, threat of harm or intimidation either verbally, physically or written, of a member of a disciplinary body prior to, during and/or after disciplinary proceedings.
- h. Influencing or attempting to influence another person to commit an abuse of the discipline system.
- i. Retaliation against any person or group who files grievances or provides evidence, testimony or allegations in accordance with the *Student Handbook*.
- j. Failure to comply with the sanction(s), condition(s) and/or restriction(s) imposed under the *Code of Student Conduct* or the *Student Handbook* by the Judicial Officer, ~~as defined in the Code of Student Conduct.~~

## C. Disciplinary Procedures

To file an alleged *Code of Student Conduct* violation, including an incident report from the Department of Housing and Residence Life, the Texas Tech Police Department, any other law enforcement agency or members of the university community, against a student, individuals may meet with a university official and shall deliver a written allegation describing the action or behavior to Student Judicial Programs. The written allegation should be received by Student Judicial Programs within twenty university working days of the alleged incident to initiate disciplinary procedures. Filings that are submitted after more than twenty university working days to Student Judicial Programs must be accompanied with a justification for the delay and will be accepted on a "case by case" basis.

### 1. General Procedure

The Judicial Officer will inquire, gather and review information about the reported student misconduct and will evaluate the accuracy, credibility and sufficiency of this information. If it is determined that this information is insufficient to warrant an allegation, a policy warning letter may be issued to clarify the policy that was in question. The Judicial Officer will ensure that the requirements of due process are fulfilled in accordance with the following procedures:

a. When a written allegation is filed, the student named in the allegation will be notified in writing ~~to select either an administrative or a discipline committee hearing, and will be asked to appear before the Judicial Officer. to discuss the alleged violation(s).~~ The student shall contact the Judicial Officer within five university working days (of receipt of the from the date of the written notification letter). Written notification will be delivered to the student's last known official, local address as provided by the student to the Registrar's Office or by a registered student organization to the Center for Campus Life regarding student organizations respectively. Failure of a student to receive First Class US Mail or Campus Mail does not prevent the disciplinary process from proceeding. If mailed, notification is to be mailed in First Class US Mail or Campus Mail.

b. In any disciplinary proceeding, the student has the right to:

1. Notification of the alleged misconduct.
2. Know the source of the allegation(s).
3. Know the specific alleged violation(s).
4. Know the sanctions, conditions and/or restrictions that may be imposed because of the alleged misconduct.
5. Be accompanied by an advisor at any ~~disciplinary hearing~~ student judicial proceeding (for advisory purposes only, not for representation).

a. Advisors. All students involved in student judicial proceedings may be assisted by advisors they choose, at their own expense. The advisor must be a member of the university community. However, if

a student accused of alleged misconduct is also the subject of a pending criminal investigation, indictment or charge arising out of the same circumstances, he or she may be allowed to have an attorney serve as his or her advisor, at his or her own expense, to participate in the same manner as any other advisor. If an advisor for the accused student is an attorney, an attorney from the Office of General Counsel may attend the hearing on behalf of the university. The complainant and/or the student accused of alleged misconduct is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or to participate directly in any hearing unless authorized by the hearing officer. Students should select an advisor whose schedule allows attendance at the scheduled date and time for the hearing, as delays will not be allowed due to the scheduling conflicts of an advisor, except at the discretion of the hearing officer upon written request five (5) university working days in advance of the scheduled hearing date.

6. Refrain from making any statement relevant to the allegation(s).
  7. Know that any statements made by the student can be used during the proceeding.
- c. After the student has been advised of the allegation(s), the student shall ~~choose between having~~ indicate whether they would prefer the case resolved through either an administrative or a discipline committee hearing. However, the Judicial Officer has the authority in all cases to designate whether an administrative or a committee hearing will be held of the case notwithstanding the student's request for an administrative hearing.
- d. After notice has been given to the student, the university may proceed to conduct either an administrative or a discipline committee hearing and deliver a decision or recommendation respectively. The administrative or discipline committee hearing may be held and a decision or recommendation made, regardless of whether the student responds, fails to respond, attends the hearing or fails to attend the hearing. ~~In the~~ Should- an unexcused absence of the student occur, the Judicial Officer or the University Discipline Committee will consider the information and render an administrative decision or discipline committee recommendation. Notice is deemed to have been given when written notification is placed in First Class US Mail or campus mail no later than five university working days prior to the hearing or personally delivered at any time prior to the hearing. The written notification is given when the notice is addressed to the student's last known official, local address as provided by the student to the Registrar's Office or registered student organization to the Center for Campus Life.

1. Administrative Hearing

- a. The administrative hearing process will be completed in a timely manner based upon the specific circumstances of each case.
- b. After making a determination, the Judicial Officer will provide written notification to the student of the decision and, if any, the sanction(s), condition(s) and/or restriction(s) to be imposed.
- c. The student may utilize the disciplinary appeal procedures in Section E, Disciplinary Appeals Procedure.

2. Committee Hearing

- a. A "Notification of Violation and Pending Disciplinary Hearing" will be delivered in person or sent to the student's last known official, local address as provided by the student or registered student organization to the Registrar's Office or the Center for Campus Life, respectively. If mailed, notification is to be mailed by return receipt requested. Failure of a student to receive certified mail does not prevent the University Discipline Committee from proceeding.
- b. The Judicial Officer and the student will inform each other of documents to be introduced, witnesses to be examined and the anticipated testimony of the witnesses. Information and/or supporting materials may not be considered unless the student and the university's representative have been advised of the source and content at least five university working days in advance of the committee hearing.
- c. The University Discipline Committee, Judicial Officers and the student will have a reasonable opportunity to question witnesses. Hearing proceedings, excluding the deliberations of the University Discipline Committee, will be tape recorded by the university. The confidential hearing will be closed unless the student requests to the Judicial Officer, in writing, within five university working days from the date of the "Notification of Violation and Pending Disciplinary Hearing" that the hearing be open to the public. The University Discipline Committee chair is responsible for conducting an orderly hearing. Prospective witnesses will be excluded from the hearing room until they are given the opportunity to present their information, knowledge and/or perception of the alleged incident. The committee chair may deny admission into, or remove from, the hearing anyone due to space limitations or disruptive behavior.
- d. Following the hearing, the University Discipline Committee, by consensus, will recommend to the Director for Student Judicial Programs in writing whether the student is responsible for the alleged violation(s).

1. If the recommendation is that the student is not responsible for the alleged violation(s), the Director for Student Judicial Programs will be notified in writing of the recommendation by the University Discipline Committee chair. The Director for Student Judicial Programs will review the recommendation and either accept the recommendation or decide that the accused student is responsible and assign sanctions, conditions and/or restrictions. The Director of Student Judicial Programs will notify the student in writing of the disciplinary decision within five university working days.
2. If the University Discipline Committee recommends that the student is responsible for the alleged violation(s), the Director of Student Judicial Programs will be notified in writing of the recommendation by the University Discipline Committee chair. In addition, the University Discipline Committee will recommend disciplinary sanction(s), condition(s) and/or restriction(s) and the University Discipline Committee chair will notify the Director for Student Judicial Programs in writing. The Director for Student Judicial Programs will review the recommendation and amend the sanction(s), condition(s) and/or restriction(s), if any, to be imposed and notify the student in writing of the final disciplinary decision within five university working days.
- e. The student may utilize the disciplinary appeal procedures in Section E, Disciplinary Appeals Procedure.
- e. The Judicial Officer may refer the alleged violation to alternative dispute resolution through non-binding mediation in place of the administrative or discipline committee hearing. If alternative dispute resolution is not successful, then the allegation is again referred to either the administrative or discipline committee hearing process.
- f. In addition to other possible sanctions, conditions and/or restrictions, and in the event that a student fails to respond to written notification, an administrative flag may be placed on the student records to prevent further registration and transcript receipt. The administrative flag will remain until such time as the Judicial Officer receives an appropriate response.
- g. All records concerning a student related to the disciplinary process ~~concerning a student~~ will remain on file in Student Judicial Programs for seven years from the date the case is completed through an administrative or discipline committee hearing and/or disciplinary appeal procedures. Records pertaining to student organizations will remain on file for a minimum of seven years.

## 2. Administrative Hearing



- a. The administrative hearing process will be completed in a timely manner based upon the specific circumstances of each case.
- b. After making a determination, the Judicial Officer will provide written notification to the student of the decision and, if any, the sanction(s), condition(s) and/or restriction(s) to be imposed.
- c. The student may utilize the disciplinary appeal procedures in Section E, Disciplinary Appeals Procedure.

### ~~3. Committee Hearing~~

~~If the student requests a committee hearing, the case may be resolved through committee hearing procedures as follows:~~

- a. A "Notification of Violation and Pending Disciplinary Hearing" will be delivered in person or sent to the student's last known official, local address as provided by the student or student organization to the Registrar's Office or the Center for Campus Life Office, respectively. If mailed, notification is to be mailed by return receipt requested. Failure of a student to receive certified mail does not prevent the University Discipline Committee from proceeding.
- b. The Judicial Officer and the student will inform each other of documents to be introduced, witnesses to be examined and the anticipated testimony of the witnesses. Information and/or supporting materials may not be considered unless the student and the university's representative have been advised of the source and content at least five university working days in advance of the committee hearing.
- c. The University Discipline Committee, Judicial Officers and the student will have a reasonable opportunity to question witnesses. Hearing proceedings, excluding the deliberations of the University Discipline Committee, will be tape recorded by the university. The confidential hearing will be closed unless the student requests to the Judicial Officer, in writing, within five university working days from the date of the "Notification of Violation and Pending Disciplinary Hearing" that the hearing be open to the public. The University Discipline Committee chair is responsible for conducting an orderly hearing. Prospective witnesses will be excluded from the hearing room until they are given the opportunity to present their information, knowledge and/or perception of the alleged incident. The chair may deny admission into, or remove from, the hearing anyone due to space limitations or disruptive behavior.
- d. Following the hearing, the University Discipline Committee in writing, by consensus, will recommend to the Judicial Officer in writing whether, or not the student is responsible for the alleged violation(s).
  - 1. If the recommendation is that the student is responsible for the alleged violation(s), the Judicial Officer will be notified in writing of the recommendation by the University Discipline Committee chair. The Judicial Officer will review the recommendation, and then determine the sanction(s), condition(s) and/or restriction(s), if any, to

~~be imposed then notify the student in writing of the Judicial Officer's final disciplinary decision within five university working days.~~

~~2. If the recommendation is that the alleged violation(s) occurred, the University Discipline Committee will recommend disciplinary sanction(s), condition(s) and/or restriction(s) and the University Discipline Committee chair will notify the Judicial Officer in writing. The Judicial Officer will review the recommendation and then determine the sanction(s), condition(s) and/or restriction(s), if any, to be imposed and notify the student in writing of the Judicial Officer's final disciplinary decision within five university working days.~~

~~e. The student may utilize the disciplinary appeal procedures in Section E, —Disciplinary Appeals Procedure.~~

2. Immediate Temporary Suspension

If in the judgment of the Vice President for Student Affairs, the Dean of Students, ~~or the Vice President's representative~~, or on recommendation of the Judicial Officer or other university officials, the physical or emotional well-being of a student or other students or members of the university community could be endangered or if the presence of the student would seriously disrupt the normal operations of the university, a student may be temporarily suspended pending completion of disciplinary procedures. The Vice President for Student Affairs, the Dean of Students, or Vice President's representative ~~designee~~ will notify the ~~Judicial Officer~~ Director of Student Judicial Programs to initiate appropriate disciplinary procedures within five university working days from the date of temporary suspension.

**D. Disciplinary Sanctions, Conditions and/or Restrictions**

The Judicial Officer may impose sanctions, conditions and/or restrictions as a result of an administrative hearing. Additionally, the University Discipline Committee may recommend sanctions, conditions and/or restrictions to the Director of Student Judicial Programs or designee as a result of a University Discipline Committee hearing; the Director of Student Judicial Programs may approve or amend University Discipline Committee recommendations.

Through the administrative hearing or University Discipline Committee hearing, the following educational sanctions, conditions and/or restrictions may be assessed when a student is found ~~to have been~~ responsible for misconduct. Potential sanctions, conditions and/or restrictions are not limited to those listed below; items below serve to demonstrate typical student outcomes. Implementation of the disciplinary sanction(s), condition(s) and/or restriction(s) will not begin until either the time for a disciplinary appeal has expired or until the disciplinary appeal process is exhausted. Exceptions are made only in cases for which, in the judgment of the Vice President for Student Affairs or the Dean of Students, or the Vice President's representative, the physical or emotional well-being of the student, the registered student organization, other students or other members of the university community may be endangered.

1. Sanctions are defined as the primary outcome ~~or decision~~ of the alleged violation. If found responsible, the range of sanctions includes the following outcomes:

- a. *Disciplinary Reprimand:*

The disciplinary reprimand is an official written notification to the student that the action in question was misconduct. In the case of a student organization, a copy of the notification may be sent to the organization's advisor(s) and international or national organization headquarters.

- b. *Disciplinary Probation:*

Disciplinary probation is a period of time during which a student's conduct will be observed and reviewed. The student must demonstrate the ability to comply with university policies, rules and/or standards and any other requirement stipulated for the probationary period. Further instances of misconduct under the *Code of Student Conduct* and/or Student Handbook during this period may result in additional sanctions, conditions and/or restrictions.

- c. *Deferred Disciplinary Suspension:*

Deferred disciplinary suspension is a period of time where a disciplinary suspension may be deferred for a period of observation and review, but in no case will the deferred suspension be less than the remainder of the semester. Additional misconduct or failure to comply with university policies, rules and/or standards and any other requirement stipulated for the probationary period may result in additional sanctions, conditions and/or restrictions.

- d. *Time-Limited Disciplinary Suspension:*

Time-limited disciplinary suspension is a period of time in which a student may not attend class or participate in university related activities as the student is withdrawn and separated from the university for a specified time period. The status of disciplinary suspension will be shown on the student's academic record, including the transcript or student organization's registration, during the period of disciplinary suspension. During disciplinary suspension of a registered student organization, the registration and privileges of the organization are suspended. Upon written request by the student to the University Registrar or by the student organization's representative to the Center for Campus Life, the notation of disciplinary suspension will be removed from the transcript or registration upon readmission or the completion of the disciplinary suspension period. Notification of disciplinary suspension of a student will indicate the date on which the disciplinary suspension begins, the earliest date, if any, upon which the application for student readmission or student organization re-registration will be considered. The Judicial Officer may deny a student's or student organization's request for readmission or registration, respectively, if the student's or student organization's misconduct during a period of disciplinary suspension would have warranted additional disciplinary action. Similarly, if the student has failed to satisfy any sanctions,

conditions and/or restrictions that have been imposed prior to application for readmission or registration, the Judicial Officer may deny readmission to a student or deny registration to a student organization. On denial of a student's readmission or of a student organization's re-registration, the ~~Vice President for Student Affairs~~ Dean of Students will set a date when another application for readmission or registration may again be made. A student may appeal denial of readmission or re-registration in accordance with the disciplinary appeals process. (See Section E, Disciplinary Appeals Procedure.)

e. *Disciplinary Expulsion:*

Disciplinary expulsion occurs when the student is permanently withdrawn and separated from the university. The status of expulsion will be shown on the student's academic record, including the transcript or student organization's registration. These sanctions may or may not be accompanied by conditions and/or restrictions.

2. A condition is defined as a secondary component of a disciplinary sanction. A condition is usually an educational or personal element that is to occur in conjunction with the assigned sanction. Some examples of conditions include, but are not limited to:
  - a. Personal and/or academic counseling.
  - b. Discretionary educational conditions and/or programs of educational service to the university and/or community.
  - c. Residence hall relocation and/or contract review/cancellation of residence hall contract and/or use of dining facilities.
  - d. Restitution or compensation for loss, damage or injury, which may take the form of appropriate service and/or monetary or material replacement.
  - e. Monetary assessment owed to the university.
  - f. Completion of an ~~online~~ alcohol or drug education program.
  - g. Referral to the Raider Assistance Program for assessment.
3. A restriction is defined as a secondary component of a disciplinary sanction. A restriction is usually an educational component that is to occur in conjunction with the sanction and will usually be time specific. Some examples of restrictions include, but are not limited to:
  - a. Revocation of parking.
  - b. Denial of eligibility for holding office in registered student organizations.
  - c. Denial of participation in extracurricular activities.
  - d. Prohibited access to university facilities and/or prohibited direct or indirect contact with members of the university community.
  - e. Loss of privileges on a temporary or permanent basis.
  - f. Withdrawal of university funding (Student Government Association, departmental, Student Services Fees, etc.)
  - g. Violations of the alcohol, narcotics or drugs policy (Sections B.1. or B.2.) may result in notification to the parents/guardians of dependent students under the age of 21.

NOTE: See Parent Notification Policy at  
<http://www.depts.ttu.edu/studentjudicialprograms>.

~~4. Implementation of the disciplinary sanction(s), condition(s) and/or restriction(s) will not begin until either the time for a disciplinary appeal has expired or until the disciplinary appeal process is exhausted.~~

~~5.~~

~~Exceptions are made only in cases for which, in the judgment of the Vice President for Student Affairs, the Dean of Students, or the Vice President's representative, the physical or emotional well-being of the student, the student organization, other students or other members of the university community may be endangered.~~

### E. Disciplinary Appeal Procedures

#### 1. Appeal Process

Any student who has received sanctions, conditions, and/or restrictions may appeal the final disciplinary decision assessed made by the Judicial Officer. Students may also appeal a decision denying readmission to the university or re-registration of a student organization. Failure to file a written request for an appeal within five university working days from the written notice date of the decision letter will render the original decision final and conclusive.

#### 2. Grounds for Appeal

a. Appeals must be based on:

1. Issues of substantive or procedural errors which were prejudicial and which were committed during the disciplinary process.
2. Newly discovered relevant information that was not available at the administrative or committee hearing.

b. The specific questions to be addressed on appeal are:

1. Were the procedures of the *Code of Student Conduct* followed?
2. If a procedural error was committed, were the rights of the student or student organization materially violated so as to effectively deny the student or student organization a fair hearing?
3. Was the hearing conducted in a way that permitted the student or student organization's student representative adequate notice and the opportunity to present information?
4. Would the newly discovered information presented at the hearing be sufficient to change the decision ~~reached~~?

#### 3. Notification of Appeal

The appeal must be made in writing in sufficient detail to inform the Judicial Officer or the University Discipline Appeals Committee of the grounds for appeal. **The appeal is not intended to afford a rehearing of the case. This process serves to review the written content and validity of the appeal submitted by the student, the record of the case and in decision making procedures.** The student may choose to appeal a

hearing outcome to either an Judicial~~administrative hearing~~ Appeals~~Officer or the University Discipline Appeals Committee.~~

4. *Administrative or University Discipline Committee Hearing Appeal Procedures*

The student desiring to appeal an administrative ~~decision or committee hearing recommendation~~ decision has five university working days from the date of the decision letter to prepare and submit ~~the a~~ written appeal to the Judicial Appeals Officer ~~or the University Discipline Appeals Committee~~ indicating whether an Administrative or University Discipline Appeals Committee hearing is desired. The Judicial Appeals Officer or the University Discipline Appeals Committee will review materials relevant to the case in the written appeal. ~~of an administrative hearing of the student. The disciplinary decision of the Judicial Appeals Officer or University Discipline Appeals Committee is final.~~ The Judicial Appeals Officer or University Discipline Appeals Committee may:

- a. Find that the written appeal submitted is not sufficient to establish grounds for appeal and affirm the decision.  
~~Find that no substantive and/or procedural error has occurred and affirm the decision.~~
- b. Find that no substantive and/or procedural error has occurred and affirm the decision.  
~~Find that the written appeal submitted is not sufficient to establish the grounds for appeal and affirm the decision.~~
- c. Find that the relevant new materials and written appeal submitted were sufficient to establish that based on the preponderance of evidence, the alleged misconduct had not occurred. The decision may be amended by the Judicial Appeals Officer or the University Discipline Appeals Committee who may refer the matter for a new hearing.
- d. Find substantive and/or procedural errors that effectively denied the student or student organization due process. In this event, the decision may be amended by the Judicial Appeals Officer or the University Discipline Appeals Committee who will refer the matter for a new hearing.
- e. In cases where a student is seeking readmittance or a student organization is seeking re-registration, the Judicial Appeals Officer or the University Discipline Appeals Committee may affirm the decision or recommend that the student be readmitted or the organization be re-registered.

5. *Final Decision*

~~The Judicial Appeals Officer or the University Discipline Appeals Committee will provide written notification~~ The student will be notified of the final disciplinary decision ~~to the student of the administrative or committee hearing appeal.~~ If referred to a Judicial Appeals Officer, the decision of the Judicial Appeals Officer is final. If referred to the University Discipline Appeals Committee, the chair will communicate in writing the committee's recommendation to the ~~Judicial Appeals Officer~~ Director of

Student Judicial Programs. After review of reviewing the recommendation, the Judicial Appeals OfficerDirector of Student Judicial Programs will determine the final disciplinary decision. In both instances, The Director of Student Judicial Programs or the Judicial Appeals Officer will provide written notice of the final disciplinary decision to the student within five university working days via U.S. Mail.

#### **F. Readmission Procedures and Appeals**

- a. A student who has had a registration flag placed on his or her records under this section must request readmission from the Director of Student Judicial Programs at least three weeks prior to any Texas Tech University Office of Admissions application deadlines for the semester or summer session in which the student wishes to re-enroll. The student may be required by the Director for Student Judicial Programs to submit evidence in writing supportive of his or her present ability to function properly and effectively in the university community. The university will evaluate the student's request and supporting documentation with primary consideration given to satisfying all conditions specified at the time of suspension or withdrawal. If approval is granted by the Director for Student Judicial Programs for the removal of the registration flag, the student must then complete the regular university readmission procedures.
- b. If approval for readmission is denied by the Director for Student Judicial Programs, the student may appeal that decision to the Vice President for Student AffairsDean of Students. The appeal to the Vice President for Student AffairsDean of Students must be made, in writing, within five university working days from the date the student is notified in writing by the Director of Student Judicial Programs Officer that the student's request has been denied.
- c. The Dean of StudentsVice President for Student Affairs, upon receiving an appeal request, must inform the student in writing that he or she is entitled to a hearingshall review the denial decision made by the Director for Student Judicial Programs. This hearingThe review meeting should be held within five university working days from the date that the Dean of StudentsVice President for Student Affairs informs the student of the hearingreceives the appeal request. The hearingmeeting will be conducted by the Dean of Students Vice President for Student Affairs or the Dean of Student's Vice President's representativedesignee. Following the hearingmeeting, the Dean of StudentsVice President for Student Affairs will either sustain the decision of the Judicial Officermade by the Director for Student Judicial Programs or reverse the decision and allow the student to attempt re-enrollment inat the university. The Dean of Students Vice President for Student Affairs will notify all parties of this decision in writing via U.S. Mail within five university working days of the meeting. following the completion of the hearing.

## **GF. Withdrawal of Consent**

### **1. Grounds for Removal**

a. The Judicial Officer or another university agent acting in accordance with his or her duties may recommend to the Dean of Students or the Vice President for Student Affairs that in accordance with the Texas Education Code the student may have his/her consent to be in attendance at the university withdrawn if in the judgment of the Judicial Officer, the Dean of Students or the Vice President for Student Affairs it is determined that:

~~If in the judgment of the Judicial Officer, it is determined that:~~

1. ~~The individual student~~ has willfully disrupted the orderly operation of the premises, or
2. ~~His/her~~The student's presence on the campus or facility will constitute a substantial and material threat to the orderly operation of the premises.

~~b. The Judicial Officer may recommend to the Vice President for Student Affairs that in accordance with the Texas Education Code the student may have his/her consent to be in attendance at the university withdrawn.~~

~~be. If the Dean of Students or Vice President for Student Affairs concurs with the Judicial Officer's recommendation, the student's will have his/her consent to be in attendance at the University will be withdrawn.~~ permission for the student to be on university premises will be withdrawn. This Withdrawal of Consent will not be longer than fourteen (14) calendar days and a hearing must be held within these fourteen calendar days to determine the student's status at the university. Permission to be on university premises must be coordinated through the Dean of Students or designee and the Texas Tech Police Department. The Director of Student Judicial Programs will notify all parties of the final decision in writing via U.S. Mail within five university working days of the hearing.

~~NOTE: See Texas Education Code, Section 51.233, at <http://www.capitol.state.tx.us/statutes/ed.toc.htm>.~~

### **2. *Registration Flag Following Withdrawal of Consent***

When a student is withdrawn under this section, a registration flag will be placed on the student's readmission to the university. This registration flag will remain on the student's records until the student is readmitted.

~~NOTE: See Texas Education Code, Sections 51.233-51.244 at <http://www.capitol.state.tx.us/statutes/ed.toc.htm>.~~

### **3. *Readmission Procedures and Appeals***

~~a. A student who has had a registration flag placed on his or her records under this section must request readmission from the Judicial Officer at~~



~~least three weeks prior to the first day of classes of the semester or summer session in which the student wishes to re-enroll. The student may be required by the Judicial Officer to submit evidence in writing supportive of his or her present ability to function properly and effectively in the university community. The university will evaluate the student's request and supporting evidence with primary consideration given to satisfying all conditions specified at the time of suspension or withdrawal. If approval is granted by the Judicial Officer for the removal of the registration flag, the student must then complete the regular university readmission procedures.~~

- ~~b. If approval for readmission is denied by the Judicial Officer, the student may appeal that decision to the Vice President for Student Affairs. The appeal to the Vice President for Student Affairs must be made, in writing, within five university working days from the date the student is notified in writing by the Judicial Officer that the student's request has been denied.~~
- ~~c. The Vice President for Student Affairs, upon receiving an appeal request, must inform the student in writing that he or she is entitled to a hearing. This hearing should be held within five university working days from the date that the Vice President for Student Affairs informs the student of the hearing. The hearing will be conducted by the Vice President for Student Affairs or the Vice President's representative. Following the hearing, the Vice President for Student Affairs will either sustain the decision of the Judicial Officer or reverse the decision and allow the student to re-enroll in the university. The Vice President for Student Affairs will notify all parties of this decision in writing within five university working days following the completion of the hearing.~~

## **HG. Code of Student Conduct University Committees**

### **1. University Discipline Committee**

#### **a. Committee Composition**

The University Discipline Committee will conduct disciplinary hearings in referred cases. The Committee will be composed of five full-time faculty members, five full-time undergraduate students and five full-time staff members and will be recognized as a University Committee. Each member will be appointed for a single one-year term by the Vice President for Student Affairs~~Director for Student Judicial Programs~~. Committee members may be re-appointed for consecutive one-year terms.

#### **b. Committee Appointments**

University Discipline Committee appointments will be made as follows:

1. The chair will be appointed by the Director for Student Judicial Programs~~Vice President for Student Affairs~~ and will be a member of the faculty or staff. If the chair is absent, an acting chair may be named by the Director of Student Judicial Programs.

2. Five full-time ~~undergraduate~~ student members will be appointed by the ~~Vice President for Student Affairs~~ Director for Student Judicial Programs who will invite recommendations by the President of the Student Government Association, ~~with the advice of the Student Senate.~~
3. Five full-time faculty members will be appointed by the Director for Student Judicial Programs ~~Vice President for Student Affairs~~ who will invite a recommendation by the President of the Faculty Senate, ~~with the advice of the Faculty Senate.~~
4. Five full-time staff members will be appointed by the Director for Student Judicial Programs ~~Vice President for Student Affairs~~ who will invite a recommendation by the President of the Staff Senate, ~~with the advice of the Staff Senate.~~
- c. Committee Recorder  
The ~~A Director of Student Judicial Programs~~ Judicial Officer, or designee, will serve as a non-voting resource person for the committee.
- d. Committee Meetings  
The ~~committee~~ Student Judicial Programs will establish meeting dates and times during which cases will be heard and will also provide for scheduling special meetings as needed. Committee hearings will be conducted by a subgroup of the ~~minimum~~ fifteen (15) committee members.
- e. Committee Quorum  
A quorum for the committee consists of four members, ~~so long as provided that~~ at least one member is present from each of the three representative categories.
- f. Committee Deliberation  
When deliberating a case, the committee will meet in closed session with only voting members and the resource persons present.
- g. Committee Removals  
The Director for Student Judicial Programs ~~Vice President for Student Affairs~~ may remove a member from this committee when, in his or her judgment, the member has failed or refused to serve and perform the duties and functions of this committee.
- h. Additional Committee Sections and/or Members  
The Director for Student Judicial Programs ~~Vice President for Student Affairs~~ or designee may appoint additional sections and/or members of the University Discipline Committee to expedite the orderly disposition of cases and/or to aid in the administration of disciplinary action within the university. The additional sections and/or members of the University Discipline Committee will have the same composition of membership, the same duties and the same authority as the original University Discipline Committee, and additional sections will be alphabetically designated. Each section will function as a separate and independent unit in helping dispose of the caseload in the university disciplinary

process. Cases will be assigned by the Director of Student Judicial Programs.

i. Committee Orientation

Members of the University Discipline Committee ~~shall~~will be required to participate in an orientation facilitated by Student Judicial Programs prior to serving as a member of any committee hearing.

2. *University Discipline Appeals Committee*

a. Committee Composition

The University Discipline Appeals Committee will conduct disciplinary appellate hearings in requested cases. The Committee will be composed of three full-time faculty members, three full-time ~~undergraduate~~-students and three full-time staff members and will be recognized as a University Committee. Each member will be appointed for a single one-year term by the Director for Student Judicial Programs~~Vice President for Student Affairs~~. Committee members may be re-appointed for consecutive one-year terms.

b. Committee Appointments

University Discipline Appeals Committee appointments will be made as follows:

1. The chair will be appointed by the Director for Student Judicial Programs~~Vice President for Student Affairs~~ and will be a member of the faculty or staff. If the chair is absent, ~~an acting chair may be named by the Director of Student Judicial Programs~~
2. Three full-time ~~undergraduate~~-student members will be appointed by the Director for Student Judicial Programs~~Vice President for Student Affairs~~ who will invite recommendations by the President of the Student Government Association, ~~with the advice of the Student Senate.~~
3. Three full-time faculty members will be appointed by the Director for Student Judicial Programs~~Vice President for Student Affairs~~ who will invite a recommendation by the President of the Faculty Senate, ~~with the advice of the Faculty Senate.~~
4. Three full-time staff members will be appointed by the Director for Student Judicial Programs~~Vice President for Student Affairs~~ who will invite a recommendation by the President of the Staff Senate, ~~with the advice of the Staff Senate.~~

c. Committee Recorder

~~The Director of Student Judicial Programs~~A Judicial Officer, or designee, will serve as a non-voting resource person for the committee.

d. Committee Deliberation

When deliberating a case, the committee will meet in closed session with only voting members and the resource person~~(s)~~ present.

e. Committee Removals

The Director for Student Judicial Programs~~Vice President for Student Affairs~~ may remove a member from this committee when, in his or her

judgment, the member has failed or refused to serve and perform the duties and functions of this committee.

f. Committee Meetings

~~The committee~~ Student Judicial Programs will establish meeting dates and times during which cases will be reviewed and will provide for scheduling special meetings as needed. Appeals hearings will be conducted by a subgroup of the nine members from the committee.

g. Committee Quorum

A quorum for the committee is four members, ~~so long as~~ provided that at least one member is present from each of the three representative categories.

h. Additional Committee Sections and/or Members

~~The Director for Student Judicial Programs Vice President for Student Affairs~~ may appoint additional sections and/or members of the University Discipline Appeals Committee to expedite the orderly disposition of cases and/or to aid in the administration of disciplinary action within the university. The additional sections and/or members of the University Discipline Appeals Committee will have the same composition of membership, the same duties and the same authority as the original University Discipline Appeals Committee, and the additional sections will be alphabetically designated. Each section will function as a separate and independent unit in helping dispose of the appeal caseload in the university disciplinary process. Cases will be assigned by the Director of Student Judicial Programs.

i. Committee Orientation

Members of the University Discipline Appeals Committee will be required to participate in an orientation facilitated by Student Judicial Programs prior to serving as a member of any disciplinary appeal committee hearing.

3. *Code of Student Conduct* Review Committee

a. Committee Composition

The *Code of Student Conduct* Review Committee will conduct an annual review of the *Code of Student Conduct* and make recommendations to the Vice President for Student Affairs regarding omissions, clarifications, constructive changes and other matters relevant to the proper interpretation and operation of the *Code of Student Conduct*. The *Code of Student Conduct* Review Committee is composed of three full-time faculty members, two full-time staff members, two fulltime undergraduate students and one full-time graduate student. Faculty and staff will be appointed for one three-year term, and undergraduate/graduate student(s) will be appointed for a single one-year term.

b. Committee Appointment

1. The chair will be appointed by the Director for Student Judicial Programs ~~Vice President for Student Affairs~~ and will be a full-time member of the faculty or staff.

2. The *Code of Student Conduct* Review Committee will consist of three full-time faculty members, two full-time staff members, two full-time undergraduate students and one full-time graduate student.
  3. Two full-time undergraduate student members and one full-time graduate student member will be appointed by the Director for Student Judicial Programs ~~Vice President for Student Affairs~~ who will invite recommendations by the President of the Student Government Association, ~~with the advice of the Student Senate.~~
  4. Three full-time faculty members will be appointed by the Director for Student Judicial Programs ~~Vice President for Student Affairs~~ who will invite a recommendation by the President of the Faculty Senate, ~~with the advice of the Faculty Senate.~~
  5. Two full-time staff members will be appointed by the Director for Student Judicial Programs ~~Vice President for Student Affairs~~ who will invite a recommendation by the President of the Staff Senate, ~~with the advice of the Staff Senate.~~
- c. Committee Recorder  
~~The Director of Student Judicial Programs~~ A Judicial Officer, or designee, will serve as a resource person for the committee.
  - d. Committee Removals  
The Director for Student Judicial Programs ~~Vice President for Student Affairs~~ may remove a member from this committee when, in his or her judgment, the member has failed or refused to serve and perform the duties and functions of this committee.
  - e. Committee Meetings  
~~The committee~~ Student Judicial Programs will establish meeting dates and times during which the *Code of Student Conduct* will be reviewed and will provide for scheduling special meetings as needed.
  - f. Committee Quorum  
A quorum for the committee is four members, ~~so long as at least one member is present from each of the four representative categories.~~
  - g. Additional Committee Sections and/or Members  
The Director for Student Judicial Programs ~~Vice President for Student Affairs~~ may appoint additional sections and/or members of the *Code of Student Conduct* Review Committee to expedite the review process of the code. The additional sections and/or members of the *Code of Student Conduct* Review Committee will have the same composition of membership, the same duties and the same authority as the original *Code of Student Conduct* Review Committee, and the additional sections will be alphabetically designated.
  - h. *Code of Student Conduct* Committee Orientation  
Members of the *Code of Student Conduct* Committee will be required to participate in an orientation facilitated by the Director ~~of~~ for Student Judicial Programs prior to review of the *Code of Student Conduct*.

*Part IX Code of Student Conduct*  
*Student Handbook*

Approved by the Board of Regents May 11-12, 2006  
Effective Wednesday, August 9, 2006

## EXECUTIVE SUMMARY

Proposed revisions to the *Code of Professional and Academic Conduct* of the Student Affairs Handbook 2005-2006 are noted in the attached document.

### *Code of Student Conduct*

**Part II. Code of Professional and Academic Conduct (“Student Code”):**  
**Editorial changes to “Other Professional and Ethical School Standards”**  
**include:**

Subsection E. Other Professional and Ethical School Standards

1. Graduate School of Biomedical Sciences: No changes
2. School of Medicine: No changes
3. School of Nursing: No changes
4. School of Allied Health Sciences. Item 4. Remove “All students entering the TTUHSC School of Allied Health Sciences are required to abide by the ethical codes of conduct for their respective profession in addition to the Student Code” and Replace with “Students in the School of Allied Health Sciences will not lie, cheat, or steal or tolerate those who do.”
5. School of Pharmacy: No changes

Subsection F. Disciplinary Procedures

1. Item 4. Filing Complaint
  - b. line 3. Add “...Accused Student may appear before the Student Conduct Administrator to discuss the Complaint.”

Subsection G. Sanctions

1. Add “The following sanctions may be recommended by the Student Conduct Board, and imposed by the Dean of the School, upon any student found to have violated this Student Code.

## **PART II. CODE OF PROFESSIONAL AND ACADEMIC CONDUCT ("STUDENT CODE")**

### **A. General Policy**

1. An environment in which the privileges of citizenship are protected and the obligations of citizenship are understood fosters freedom of discussion, inquiry, and expression. Accordingly, the University community has developed standards of behavior pertaining to students and to student organizations.
2. Students and student organizations are subject to disciplinary action according to the provisions of the Student Code and/or any other applicable University rules or regulations.
3. Each student is responsible to become familiar with the various regulations of the University and meet the various requirements outlined below. Written policies are described in University publications such as this Handbook and the Schools' individual catalogs. Each student, in accepting admission, indicates a willingness to subscribe to and be governed by the rules and regulations of University officials to take such disciplinary action, including dismissal or expulsion, as may be deemed appropriate for failure to abide by such rules and regulations.
4. Each student is responsible for his/her own integrity, and is likewise responsible for reporting possible violations of this Student Code by other students. Faculty and staff shall take all reasonable steps to prevent violations, and each faculty/staff member likewise is responsible for reporting violations.

### **B. Disciplinary Jurisdiction**

1. The Student Code shall apply to conduct that occurs on University premises, at University sponsored activities, and to off-campus conduct that adversely affects the University and/or pursuit of its objectives. On a case-by-case basis, the Dean of each respective School, in his or her sole discretion, shall determine whether the Student Code should be applied to conduct occurring off premises.
2. ***All students are expected to subscribe to an honor system which is implicit in accepting admission to the University. Each student shall be responsible for his/her conduct from the time of the application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment. The Student Code shall apply to persons who withdraw after alleged violation of the Code, who are not officially enrolled for a particular term but who have a continuing relationship with the University, or who have been notified of their acceptance.***

### **C. Violation of Law and TTUHSC Discipline**

1. A disciplinary proceeding may be instituted against a student charged with conduct that allegedly violates both the criminal and/or civil law and this Student Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest or prosecution. Proceedings under this Student Code may be carried out prior to, simultaneously with, or following civil and/or criminal proceedings off campus at the discretion of the Dean of each School. Determinations made or sanctions imposed under the Student Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal and/or civil law defendant.



2. When a student is charged by federal, state or local authorities with a violation of law, TTUHSC will not request or agree to special consideration for that individual because of his or her status as a student. If an alleged offense is also being processed under this Student Code, TTUHSC may advise off-campus authorities of the existence of this Student Code and how such matters are typically handled at TTUHSC. To the extent allowed by law, TTUHSC will cooperate with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators, provided that the conditions do not conflict with TTUHSC rules or sanctions.

#### **D. Misconduct**

Any student or student organization found to have committed the following misconduct is subject to disciplinary sanction(s), condition(s) and/or restriction(s). Misconduct or prohibited behavior includes, but is not limited to:

##### **1. Alcoholic Beverages**

- a. Use, possession, sale, delivery or distribution of alcoholic beverages, except as expressly permitted by University policy; or,
- b. Being under the influence of alcohol and/or intoxication.

*NOTE: State law will be strictly enforced at all times on all property controlled by the University and is inclusive of all regional sites and its components.*

##### **2. Narcotics or Drugs**

- a. Use, possession, sale, delivery or distribution of any narcotic, drug or medicine prescribed to someone else, chemical compound or other controlled substance or drug-related paraphernalia, except as expressly permitted by law; or,
- b. Being under the influence of narcotics or drugs, except as permitted by law.

*NOTE: The University respects the rights and responsibilities of students and shall consider each violation of the University's substance abuse policy and each violation of federal, state, and/or local law on a "case-by-case" situation and, if appropriate, may attempt to initially use educational options and subsequent intervention and/or prevention options to assist students. Violations of this substance abuse policy shall result in appropriate disciplinary action by the respective School, which may include, but is not limited to, required attendance and active participation in substance abuse education and/or intervention programs, and may result in notification to the parents/guardians of dependent students under twenty-one (21) years of age.*

##### **3. Firearms, Weapons, and Explosives**

- a. Use or possession of weapons, including handguns, firearms, ammunition, fireworks, explosives, noxious materials, incendiary devices or other dangerous substances on University premises; or,
- b. Attempting to ignite and/or the action of igniting University and/or personal property on fire either by intent, or as a result of reckless behavior, which results in damage on University premises.

*NOTE: Possession of weapons by licensed holders of concealed handguns is prohibited on University premises. The Texas Tech Police Department provides storage for weapons and firearms.*

4. Theft, Damage, or Unauthorized Use

- a. Attempted or actual theft of property of the University, of other University students, of other members of the University community or off campus visitors;
- b. Possession of property known to be stolen or belonging to another person without the owner's permission;
- c. Attempted or actual damage to property of the University, University students, members of the University community or off campus visitors; or,
- d. Attempted or actual unauthorized use of a credit card, debit card, automated teller machine card, telephone card and/or personal check; alteration, forgery or misrepresentation of any form of identification.

5. Actions Against Members of the University Community

- a. Physical harm or threat of harm to any person;
- b. Intentional or reckless conduct which endangers the health or safety of any person;
- c. Behavior that disrupts the normal operation of the University, including its students, faculty and staff;
- d. Sexual conduct that involves:
  - i. Deliberate touching of another's sexual parts without consent;
  - ii. Deliberate sexual invasion of another without consent; or,
  - iii. Deliberate constraint or incapacitation of another, without that person's knowledge or consent, so as to put another at substantially increased risk of sexual injury;
- e. Unwelcomed sexual advances, requests for sexual favors, or other verbal or physical conduct of sexual nature that expressly or implicitly imposes conditions upon, threatens, interferes with, or creates an intimidating, hostile or demeaning environment for an individual's:
  - i. Academic pursuits;
  - ii. University employment;
  - iii. Participation in activities sponsored by the University or organizations or groups related to the University; or,
  - iv. Opportunities to benefit from other aspects of University life;
- f. Excessive pressure, threats, or any form of conduct, coercive tactics or mind control techniques used to retain or recruit a student for membership in an organization; or,
- g. Actions involving free expression activities are covered in Parts VII and VIII of this Handbook.

6. Gambling, Wagering, or Bookmaking

Gambling, wagering, or bookmaking on University premises is prohibited.

7. Hazing

Hazing means any intentional, knowing or reckless act directed against a student, occurring on

or off the campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging or associating, being initiated into, affiliating with, holding office in, seeking and/or maintaining membership in any organization whose members are, or include, students. Consent or acquiescence by a student or students subjected to hazing is not a reasonable defense in a disciplinary proceeding. Hazing includes, but is not limited to:

- a. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body or similar activity;
- b. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of a student;
- c. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug or other substance which subjects a student to an unreasonable risk or harm, or which adversely affects the mental, physical health or safety of a student;
- d. Any activity that intimidates or threatens a student with ostracism that subjects a student to extreme mental stress, shame or humiliation, or that adversely affects the mental health or dignity of a student, or that discourages a student from entering or remaining registered at this educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above;
- e. Any activity in which a person engages in hazing; solicits, encourages, directs, aids or attempts to aid another in engaging in hazing; intentionally, knowingly or recklessly permits hazing to occur; has firsthand knowledge of the planning of a specific hazing incident which has occurred; and, knowingly fails to report the incident in writing to the specific School's student affairs office;
- f. Any activity in which hazing is either condoned or encouraged or actions of any officer or combination of members, pledges, associates or alumni of the organization in committing or assisting in the commission of hazing; or,
- g. Any act that is unlawful as designated by local, state, or federal government.

NOTE: *Texas Education Code, Sections 37.151-37.157 and Section 51.936*

8. False Alarms or Terrorist Threats

Intentional sounding of a false fire alarm; making a false emergency call or terrorist threat; issuing a bomb threat; constructing mock explosive devices; improperly possessing, tampering with or destroying fire equipment or emergency signs on University premises.

9. Financial Irresponsibility

Failure to meet financial obligations owed to the University, including, but not limited to, the writing of checks on accounts with insufficient funds.

10. Unauthorized Entry, Possession or Use

- a. Unauthorized entry into or use of University facilities;
- b. Unauthorized possession or duplication, processing, production, or manufacture of any key or unlocking device or access code for use in any University facility;

- c. Unauthorized use of the University name, logotype, registered marks or symbols of the University; or,
- d. Use of the University's name to advertise or promote events or activities in a manner which suggests sponsorship by the University.

11. Traffic and Parking

- a. Violation of University Traffic and Parking regulations; or,
- b. Obstruction of the free flow of pedestrian traffic on University premises.

12. Housing and Dining Services Regulations

Violation of rules, which govern behavior in the campus residence and/or dining halls as stated in the Residence Hall Handbook and/or other notifications or publication provided by the University Department of Housing and Dining Services.

13. Student Recreation and Aquatic Center Regulations

Violation of rules, which govern behavior in the University Student Recreation Center and Aquatic Center.

14. Failure to Comply with Reasonable Directions or Requests of University Officials

Failure to comply with the reasonable directions or requests of a University official acting in the performance of his or her duties.

15. Failure to Present Student Identification

Failure to present student identification on request to any University official and identify himself/herself to any University official acting in the performance of his/her duties.

16. Abuse, Misuse or Theft of University Computer Data, Programs, Time, Computer or Network Equipment

- a. Unauthorized use of computing and/or networking resources;
- b. Use of computing and/or networking resources for unauthorized or non-academic purposes;
- c. Unauthorized accessing or copying of programs, records or data belonging to the University or another user or copyrighted software, without permission;
- d. Attempted or actual breach of the security of another user's account and/or computing system, depriving another user of access to University computing and/or networking resources, compromising the privacy of another user or disrupting the intended use of computing or network resources;
- e. Attempted or actual use of the University's computing and/or networking resources for personal or financial gain;
- f. Attempted or actual transport of copies of University's programs, records or data to another person or computer without written authorization;

- g. Attempted or actual destruction or modification of programs, records or data belonging to the University or another user or destruction of the integrity of computer-based information;
- h. Attempted or actual use of the computing and/or networking facilities to interfere with the normal operation of the University's computing and/or networking systems; or through such actions, causing a waste of such resources (people, capacity, computer); or,
- i. Allowing another person, either through one's personal computer account, or by other means, to accomplish any of the above.

17. Providing False Information or Misuse of Records

Knowingly furnishing false information to the University, or to a University official in the performance of his/her duties, either verbally, or through forgery, alteration or misuse of any University document, record or instrument of identification.

18. Skateboard, Roller Blades, or Similar Devices

Use of skateboards, roller blades or other similar devices in University buildings or on University premises in such a manner as to constitute a safety hazard or cause damage to University or personal property.

*NOTE: Also refer to TTUHSC OP 76.32, Traffic and Parking Regulations, Attachment A, Section V (K).*

19. Academic Misconduct

- a. A student who witnesses academic misconduct or who is approached with an offer to gain unfair advantage or commit academic misconduct is obligated to report that violation to the appropriate authority (See Part II.F). Failure to do so may result in disciplinary action. Faculty and staff are likewise responsible to report academic misconduct in accordance with Part II.F.
- b. "Academic misconduct" involves any activity that tends to compromise the academic integrity of the University, or subvert the educational process, including, but not limited to, cheating, plagiarism, falsifying academic records, misrepresenting facts and any act designed to give unfair academic advantage to the student or the attempt to commit such an act.
- c. "Cheating" includes, but is not limited to:
  - i. Using of any aid, sources and/or assistance beyond those authorized by the instructor in taking a course, laboratory, field work, quiz, test or examination; writing papers; preparing reports; solving problems; or carrying out assignments;
  - ii. Failing to comply with instructions given by the person administering the test;
  - iii. Using, buying, stealing, transporting or soliciting in whole or part the contents of an unadministered test, test key, homework solution or computer program;
  - iv. Seeking aid, receiving assistance from, or collaborating (collusion) with another student or individual during a course, quiz, test, examination or in conjunction with other assignment (including, but not limited to writing papers, preparing reports, solving problems or making presentations) unless specifically authorized by the instructor;
  - v. Discussing the contents of an examination with another student who will take the examination;

- vi. Divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned to or kept by the student;
- vii. Substituting for another person, or permitting another person to substitute for oneself to take a course, test or any course-related assignment;
- viii. Paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution or computer program, or information about an unadministered test, test key, homework solution or computer program;
- ix. Falsifying research data, laboratory reports and/or other academic work offered for credit;
- x. Taking, keeping, misplacing or damaging the property of the University, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct;
- xi. Possession at any time of current or previous test materials without the instructor's permission;
- xii. Acquisition or dissemination by any means, without permission, of tests or other academic material belonging to a member of the University community;
- xiii. Alteration of grade records;
- xiv. Bribing, or attempting to bribe, a member of the University community or any other individual to alter a grade;
- xv. Falsification, fabrication, or dishonesty in reporting laboratory and/or research results;
- xvi. Submitting substantially the same work to satisfy requirements for one course that has been submitted in satisfaction of requirements for another course, without specific permission of the instructor of the course for which the work is being submitted.

- d. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any other means another's work (such as words, ideas, expressions, illustrations, or product of another), in whole or in part, and the submission of it as one's own work offered for an academic credit or requirement. When a student presents the works of another (published or unpublished) in his/her academic work, the student shall fully acknowledge the sources according to methods prescribed by his/her instructor.
- e. "Falsifying academic records" includes, but is not limited to, altering or assisting in the altering, of any official record of the University and/or submitting false information or omitting requested information that is required for, or related to, any academic record of the University. Academic records include, but are not limited to, applications for admission, the awarding of a degree, grade reports, test papers, registration materials, grade change forms and reporting forms used by the Office of the Registrar.
- f. "Misrepresenting facts" to the University or an agent of the University includes, but is not limited to, providing false grades or resumes, providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual, or providing false or misleading information in an effort to injure another student academically or financially.

20. Violation of Published University Policies, Rules, or Regulations

Violation of any published University policies, rules, or regulations that govern student or student organization behavior, including, but not limited to, applicable publications for each TTUHSC School, such as student handbooks, catalogs, professional and ethical standards and course syllabus.

21. Violation of Federal, State, and/or Local Law

Misconduct which constitutes a violation of any provisions of federal, state and/or local laws.

**22. Abuse of the Discipline System**

- a. Failure by an Accused Student to comply with or respond to a notification to appear before the Dean of his or her School, Dean's representative and/or an official of the University, including, but not limited to, the Student Conduct Administrator, during any stage of a disciplinary proceeding. Failure to comply with or respond to a notice issued as part of a disciplinary procedure and/or failure to appear will not prevent the Dean or Dean's representative and/or an official of the University from proceeding with disciplinary action;
- b. Falsification, distortion or misrepresentation of information in disciplinary proceedings;
- c. Disruption or interference with the orderly conduct of a disciplinary proceeding;
- d. Filing an allegation known to be without merit or cause;
- e. Discouraging or attempting to discourage an individual's proper participation in, or use of, the discipline system;
- f. Influencing or attempting to influence the impartiality of a member of a disciplinary body prior to and/or during the disciplinary proceeding;
- g. Harm, threat of harm, or intimidation either verbally, physically or written of a member of a disciplinary body prior to, during and/or after disciplinary proceeding;
- h. Failure to comply with the sanction(s), condition(s) and/or restriction(s) imposed under this Student Code;
- i. Influencing or attempting to influence another person to commit an abuse of the discipline system; or,
- j. Retaliation against any person or group who files a Complaint of Misconduct in accordance with the Student Code or files a grievance under the applicable School grievance policy.

**E. Other Professional and Ethical School Standards**

In addition to the Misconduct identified in Part II.D, the following constitute professional and ethical standards for individual TTUHSC Schools.

**1. School of Medicine**

- a. All students entering the TTUHSC School of Medicine are required to subscribe to the Medical Student Honor Code, as well as the Student Code. Adherence to the Medical Student Honor Code and the Student Code is considered a requirement for admission to the School of Medicine.
- b. TTUHSC School of Medicine students, as well as medical professionals in general, are expected, not only by patients, but also by society as a whole, to possess certain attributes, which include, but are not limited to:
  - i. Altruism, whereby they subordinate their own interests to take care of their patients;
  - ii. High ethical and moral standards;
  - iii. Honesty, integrity, trustworthiness, caring, compassion and respect in their interactions with patients, colleagues and others;

- iv. Accountability, not only for their own actions, but also for those of their colleagues, which is the basis for the autonomy of the profession; and,
- v. Maintaining confidentiality concerning the patient and the patient's records.

c. *Medical Student Honor Code*

"In my capacity as a Texas Tech University Health Sciences Center School of Medicine medical student, I will uphold the dignity of the medical profession. I will, to the best of my ability, avoid actions which might result in harm to my patients. I will protect the dignity of my patients and the deceased, and will protect their confidential information in accordance with the prevailing standards of medical practice. I will not lie, cheat, or steal. I will enter into professional relationships with my colleagues, teachers, and other health care professionals in a manner that is respectful and reflective of the high standards and expectations of my profession. I will not tolerate violations of this Code by others and will report such violations to the appropriate authorities."

2. School of Nursing

- a. Recognizing that nursing is a profession that demands the highest standards of honesty and integrity, the TTUHSC School of Nursing (SON) mandates that its students, faculty and administration be responsible for maintaining personal, professional and institutional standards in order to bring about a positive reflection upon themselves, the School and the nursing profession. Committing the misconduct identified in Part II.D above and/or failure to comply with the following will be addressed in a firm manner commensurate with the violation.
  - i. American Nurses' Association *Code of Ethics for Nurses*;
  - ii. Texas Board of Nurse Examiners Nursing Practice Act (if applicable); and,
  - iii. Standards of Professional Nursing Practice and Unprofessional Conduct Rules.
- b. The above enumerates the standards required for a safe and sound professional nursing practice. In some situations, reporting to the Board of Nurse Examiners for the State of Texas is required.

3. School of Pharmacy

- a. The following principles of professional conduct are established to guide pharmacists in relationships with patients, fellow practitioners, other health professionals, and the public. A Pharmacist should hold the health and safety of patients to be of first consideration and should tender to each patient the full measure of professional ability as an essential health practitioner. All candidates of the TTUHSC School of Pharmacy shall subscribe to the Student Code. Each candidate implicitly and personally subscribes to the following, as well as the Student Code, in accepting admission to the School of Pharmacy.
  - i. A Pharmacist should never knowingly condone the dispensing, promoting or distributing of drugs or medical devices, or assist therein, that are not of good quality, that do not meet standards required by law, or that lack therapeutic-value for the patient.
  - ii. A Pharmacist should always strive to perfect and enlarge professional knowledge. A pharmacist should utilize and make available this knowledge as may be required in accordance with the best professional judgment.
  - iii. A Pharmacist has the duty to observe the law, to uphold the dignity and honor of the profession, and to meet and maintain ethical principles. A pharmacist should not engage in any activity that will bring discredit to the profession and should expose, without fear or favor, illegal or unethical conduct in the profession.
  - iv. A Pharmacist should seek at all times only fair and reasonable remuneration for professional services. A pharmacist should never agree to, or participate in, transactions with practitioners of other health professions or any other person under which fees are divided or that may cause financial or other exploitation in connection with the rendering of professional services.



- v. A Pharmacist should respect the confidential and personal nature of professional records; except where the best interest of the patient requires or the law demands, a pharmacist should not disclose such information to anyone without proper patient authorization.
- vi. A Pharmacist should not agree to practice under terms or conditions that interfere with or impair the proper exercise of professional judgment and skill, that cause a deterioration of the quality of professional services, or that require consent to unethical conduct. A Pharmacist should strive to provide information to patients regarding professional services truthfully, accurately and fully and should avoid misleading patients regarding the nature, cost or value of those professional services.
- vii. A Pharmacist should associate with organizations having as their object the betterment of the profession of pharmacy and should contribute time and funds to carry on the work of these organizations.
- viii. Acts of plagiarism or any other acts of academic dishonesty (as defined in Part II.D above) by students on any assignment, quiz or examination shall result in a course grade of zero (0) and may also result in the additional sanctions identified in Part II.G below.

#### 4. School of Allied Health Sciences

All students entering the TTUHSC School of Allied Health Sciences are required to abide by the ethical codes of conduct for their respective profession in addition to the Student Code. Students in the School of Allied Health Sciences will not lie, cheat, or steal or tolerate those who do.

### F. **Disciplinary Procedures**

- 1. Nature of Proceedings. Procedures under this section are specifically not intended to follow courtroom or judicial procedures. These procedures are part of an educational process whereby the University applies its values to establishing the best possible learning environment for its students. Disciplinary proceedings at TTUHSC are not restricted by rules of evidence or procedures governing criminal and civil proceedings.
- 2. Procedural Deviations. If the Student Conduct Board has not yet been appointed, or in the absence of the Chair of the Student Conduct Board, the parties and the Student Conduct Administrator may agree in advance and in writing to minor deviations from procedure. If a Student Conduct Board has been appointed, the parties and the Chair of the Student Conduct Board may mutually agree to procedural deviations, such as deadlines for submission of evidence and hearing dates and times. If an Appellate Board has been appointed, the parties and the Chair of the Appellate Board may mutually agree to procedural deviations. Such deviations are not then subject to appeal by the parties. Other minor deviations are acceptable as long as such deviations are not found upon appeal to be unreasonably harmful to the student.
- 3. Notices. Any notices that are sent by mail will be considered to have been received on the third calendar day after the date of mailing, excluding any intervening Saturday, Sunday or holiday.
- 4. Filing Complaint
  - a. Any member of the University community may file a Complaint(s) against a student(s) or a student organization(s) for violation(s) of this Student Code. A Complaint should be prepared in writing using Attachment A and shall be directed to the Student Conduct Administrator. Any Complaint shall be submitted as soon as possible after the event takes place, but no later than twenty (20) business days from the date of the relevant event or when the Complainant becomes aware of the relevant event.

- b. When a Complaint is filed, the Student Conduct Administrator will provide the Accused Student with the Complaint of Misconduct filed by the Complainant and will request in writing that the Accused Student may appear before the Student Conduct Administrator to discuss the Complaint. (Attachment B). The Accused Student must meet with the Student Conduct Administrator within five (5) business days from the date of the Student Conduct Administrator's letter to the Accused Student.
- c. The Student Conduct Administrator may conduct an investigation to determine if the Complaint can be disposed of administratively by mutual, written consent of the parties involved on a basis acceptable to the Student Conduct Administrator and the applicable Dean. Such disposition shall be final and there shall be no subsequent proceedings.
- d. If the Complaint is not disposed of administratively under Part II.F.4.c above, the Student Conduct Administrator will meet with the Accused Student to determine if the Accused Student admits or denies violating institutional rules.
  - i. If the Accused Student admits violating institutional rules, but sanctions are not agreed to, a Student Conduct Board Hearing shall be conducted in accordance with Part II.F.5 below but shall be limited to recommending the appropriate sanction(s).
  - ii. If the Accused Student denies violating University rules, within five (5) business days from meeting with the Student Conduct Administrator, or fails to respond to the Student Conduct Administrator within five (5) days from the Student Conduct Administrator's written request to meet with the student, the allegations shall be referred by the Student Conduct Administrator for a Hearing before the Student Conduct Board under Part II.F.5 below.
- e. A Student Conduct Board Hearing shall be scheduled for a time not less than five (5) business days but no more than twenty (20) business days after the student has been notified under Part II.F.5 below. In cases in which an examination period intervenes between the time of the notice to the Accused Student and the Student Conduct Board Hearing date, such Hearing will be held during the first week in which classes are again in session.

#### 5. Student Conduct Board Hearings

- a. *Closed Hearing.* A Student Conduct Board Hearing will be conducted in closed session. Any request for an exception must be submitted to the Student Conduct Administrator, who shall render a written decision.
- b. *Hearing Notice.* At least ten (10) business days prior to the Student Conduct Board Hearing, the Chair of the Student Conduct Board will provide written notice to the parties (e.g., Sample Hearing Notice from Chair, Attachment D) of the following:
  - i. Date, time and place for the hearing,
  - ii. Name of the members of the Student Conduct Board,
  - iii. Summary statement of the charge(s), and
  - iv. Request in writing that at least five (5) business days prior to the Student Conduct Board Hearing, the Accused Student and the Complainant submit the information outlined herein below.
- c. *Challenge.* An Accused Student and/or Complainant may challenge the impartiality of any member of the Student Conduct Board up to three (3) days after receiving the Hearing Notice by submitting reasons for the challenge in writing to the Student Conduct Administrator. Any member of the Student Conduct Board whose participation is challenged shall be required to establish to the Student Conduct Board that the member can serve with fairness and objectivity. If he cannot establish his or her fairness and objectivity to the Student Conduct Board, the member shall disqualify himself or herself and a substitute will be appointed by the Student Conduct Administrator.

- d. *Evidence Submission.* At least five (5) days prior to the date scheduled for the Student Conduct Board Hearing, the Complainant and the Accused Student must submit to the Chair of the Student Conduct Board the following information, if applicable. Requests for extensions to file information with the Student Conduct Board shall be submitted to the Chair.
  - i. All pertinent records, exhibits and written statements (including Impact or Position Statements);
  - ii. A list of all witnesses, if any, who will be speaking on behalf of the Accused Student or Complainant, including a brief summary of the information to be given by each; and,
  - iii. The name of the advisor, if any, who may be present in an advisory capacity at the hearing. See Part II.F.5.i below.
- e. *Evidence Exchange.* At least three (3) days prior to the hearing, the Chair will provide each party with the information, if any, submitted by the other party.
- f. *Separate or Joint Hearings.* In Student Conduct Board Hearings involving two or more Accused Students, the Student Conduct Administrator, in his or her sole discretion, may permit the Student Conduct Board Hearings concerning each student, respectively, to be conducted either separately or jointly.
- g. *Recordings.* TTUHSC shall record, either digitally or through audiotape, all Student Conduct Board Hearings until such time that the Student Conduct Board begins discussion and deliberation and prepares Findings and Recommendations. Deliberations shall not be recorded. The record is University property. Pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, the student will be allowed to review, but not to copy, the hearing record. 34 C.F.R. § 99.10 (2003). Neither the Complainant, the Accused Student nor any witnesses are permitted to make any independent record of the proceedings.
- h. *Hearing Attendance.* The Complainant, Accused Student and their advisors, if any, shall be allowed to attend the entire portion of the Student Conduct Board Hearing at which information is received, excluding deliberations.
- i. *Advisors.* The Complainant and the Accused Student may be assisted by advisors they choose, at their own expense. The advisor must be a member of the University community and may not be an attorney. However, if an Accused Student is also the subject of a pending criminal investigation, indictment or charge arising out of the same circumstances, he or she may be allowed to have an attorney serve as his or her advisor, at his or her own expense, to participate in the same manner as any other advisor. If an advisor for the Accused Student is an attorney, an attorney from the Office of General Counsel shall attend the Student Conduct Board Hearing on behalf of the University, and the Student Conduct Board may elect to utilize *pro bono* counsel from the Texas Tech University School of Law, if available. The Complainant and/or the Accused Student is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or to participate directly in any Student Conduct Board Hearing before a Student Conduct Board. A student should select as an advisor a person whose schedule allows attendance at the scheduled date and time for the Student Conduct Board Hearing, as delays will not be allowed due to the scheduling conflicts of an advisor, except at the discretion of the Chair upon written request seven (7) business days in advance of the date scheduled for the Student Conduct Board Hearing.
- j. *Witnesses.* Members of the Student Conduct Board may question all witnesses, followed by the parties. Questioning by the Complainant and the Accused Student may be limited in the sole discretion of the Chair of the Student Conduct Board for such things as preserving the educational tone of the hearing, avoiding redundant and irrelevant

questioning, and/or providing for efficient administration of the Hearing. Witnesses are permitted to attend the Student Conduct Board Hearing only when they are providing information, unless the Student Conduct Board, in its sole discretion, allows otherwise.

- i. *Parties Witnesses.* The Complainant and the Accused Student may arrange for witnesses to present pertinent information to the Student Conduct Board. The Complainant and the Accused Student are responsible for arranging for the voluntary attendance of his or her own witnesses.
  - ii. *Board Witnesses.* In its sole discretion, the Student Conduct Board may call other witnesses not identified by the Accused Student or the Complainant. If prior to the hearing the Student Conduct Board anticipates calling additional witnesses, the Board shall notify the Student Conduct Administrator. The Student Conduct Administrator will then arrange for the voluntary attendance of the witnesses identified by the Student Conduct Board. The Student Conduct Administrator shall notify the Accused Student and the Complainant of the additional witnesses. If any witness called by the Student Conduct Board intends to present written information to the Board, the Student Conduct Administrator is responsible for forwarding such information to the Complainant, the Accused Student and the Student Conduct Board prior to the Hearing. No Board members shall have communication with any witnesses, except in the Hearing with the Accused Student and Complainant present.
- k. *Procedural Questions.* All procedural questions are subject to the final decision of the Chair of the Student Conduct Board. If a Student Conduct Board has not been appointed, the Student Conduct Administrator will issue a final decision in response to procedural questions.
- l. *Deliberations.* If the Student Conduct Board concludes that all pertinent information has been received, the Student Conduct Board shall adjourn the Hearing to discuss, deliberate and prepare Findings and Recommendations. The Student Conduct Board will determine by majority vote whether the Accused Student has violated any section of the Student Code which the student is charged with violating. If the Student Conduct Board finds a violation(s) of the Student Code, the Student Conduct Board may also recommend all or any of the sanctions identified in Part II.G below.
- m. *Failure to Appear.* The Accused Student is expected to attend and participate in the Student Conduct Board Hearing. If the Accused Student or the Complainant elects not to attend a hearing after appropriate written notice Section II.F.5.b above, the charges will be reviewed as scheduled on the basis of the information available, and a recommendation will be made by the Board. Although no inference may be drawn against an Accused Student for failing to attend a hearing or remaining silent, the hearing will proceed and the conclusion will be based on the evidence presented. No decision shall be based solely on the failure of the Accused Student to attend the hearing or answer the charges.
- n. *Findings and Recommendations.* The Chair is responsible to prepare the Student Conduct Board's Findings and Recommendations. (Sample Findings and Recommendations are attached as Attachment E). If the Findings and Recommendations are not unanimous, opinion(s) may be written by those who differ with the Majority's Findings and Recommendations. The Chair will forward the Findings and Recommendations, including differing opinion(s), to the Dean, the Student Conduct Administrator, the Accused Student and the Complainant.
- o. *Request for Reconsideration.* If the Accused Student does not file a Request for Reconsideration in accordance with Part II.H below, the Dean will review the Findings and Recommendations and the Request for Reconsideration, and at his or her sole discretion, the record from the Student Conduct Hearing and supporting documents, and transmit his or her decision in writing to the Accused Student, the Complainant, the

Student Conduct Administrator, the Chair of the Student Conduct Board, and if applicable, the Chair of the Appellate Board (see Part II.G.5 below). Actions of the Dean are not limited to sanctions recommended by members of the Student Conduct Board. The Dean's decision shall be final.

#### **G. Sanctions**

1. The following sanctions may be recommended by the Student Conduct Board, and imposed by the Dean of the school, upon any student found to have violated this Student Code.
  - a. *Failing Grade or Cancellation of Credit.* Failing grade for an examination or assignment or for a course, and/or cancellation of all, or any portion, of a prior course credit.
  - b. *Censure.* A notice in writing to the student that the student is violating or has violated institutional regulations. At the Dean's discretion, the censure may remain permanently in the student's disciplinary file or be removed at graduation if certain conditions are met.
  - c. *Probation.* A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the likelihood of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
  - d. *Loss of Privileges.* Denial of specified privileges for a designated period of time.
  - e. *Restitution.* Compensation for loss, damage or injury. This may take the form of appropriate service and/or monetary or material replacement.
  - f. *Discretionary Sanctions.* Work assignments, essays, training, service to TTUHSC or other related discretionary assignments.
  - g. *Suspension.* Separation of the student from TTUHSC for a defined (or specific) period of time, after which the student is eligible to return. Conditions for readmission must be specified.
  - h. *Dismissal With or Without Readmission.* Separation or dismissal of the student from TTUHSC, with or without the option to apply for readmission. The student's transcript will reflect the nature of the dismissal.
  - i. *Revocation of Admission and/or Degree.* Admission to or a degree awarded by the University may be revoked for fraud, misrepresentation or other violations of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
  - j. *Withholding Degree.* The University may withhold awarding a degree otherwise earned until the completion of the process set forth in the Student Disciplinary Procedures.
  - k. *Multiple Sanctions.* More than one of the sanctions listed above may be imposed for any single violation.
2. Other than dismissal from the University or revocation or withholding of a degree, disciplinary sanctions shall not be made part of the student's permanent education record, but shall become part of the student's disciplinary record which is maintained in the Office of the Dean for the applicable School.

3. In situations involving both an Accused Student(s) (or a registered student organization) and a student(s) claiming to be the victim of another student's conduct, the records of the process and of the sanctions imposed, if any, shall be considered to be the education records of both the Accused Student(s) and the student(s) claiming to be the victim.
4. The following sanctions may be imposed upon registered student organizations and/or members thereof:
  - a. Those sanctions listed above in Part II.G.1 above.
  - b. Loss of selected rights and privileges for a specified period of time.
  - c. Deactivation. Loss of all privileges, including University recognition and/or registration, for a specified period of time.

#### **H. Request for Reconsideration to Appellate Board**

1. The Accused Student(s) or Complainant(s) may request reconsideration of the Findings and Recommendations of the Student Conduct Board within five (5) business days from the date of the decision. Such request shall be in writing and shall be delivered to the Student Conduct Administrator or his or her designee. A copy of the Request for Reconsideration must be sent to the other affected party along with the Dean, the Student Conduct Administrator and the Chair of the Student Conduct Board.
2. Except as required to explain the basis of new information, the review by the Appellate Board shall be limited to the written Request for Reconsideration and the record of the Student Conduct Board Hearing and any supporting documentation. The Appellate Board may request that the Chair of the Student Conduct Board submit a written statement regarding the Accused Student's Request for Reconsideration. In such case, the Accused Student will be provided an opportunity to respond in writing to the Chair's statement within three (3) business days from the Accused Student's receipt of the Chair's statement.
3. The Accused Student or Complainant may only raise, and the Appellate Board shall only consider, the following:
  - a. Whether the Student Conduct Board Hearing was conducted fairly in light of the charges and the information presented, and in conformity with procedures herein giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the Accused Student a reasonable opportunity to prepare and to present a response to the allegations. Deviations from the procedures herein will not be a basis for reconsideration unless **significant** prejudice results;
  - b. Whether the Findings regarding the Accused Student were based on substantial information, that is, whether there were facts in the case that, if believed by the Student Conduct Board, were sufficient to establish that a violation of the Student Code occurred;
  - c. Whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed; and,
  - d. Whether there is new information sufficient to alter the Findings or other relevant facts not available or mentioned in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Student Conduct Board Hearing.

4. Depending on the Findings and Recommendations of the Appellate Board with respect to Part II.H.3 above, the Appellate Board must by majority vote either recommend to the Dean that the Student Conduct Board's Findings and Recommendations be upheld or return the Complaint of Misconduct to the original Student Conduct Board and Student Conduct Administrator for re-opening of Student Conduct Board Hearing to allow reconsideration of the original Findings and Recommendations.
5. In the event the Appellate Board believes that there was a deviation from designated University procedures resulting in **significant** prejudice to the Accused Student, the Appellate Board may recommend to the Dean that another Student Conduct Board, consisting of persons not part of the original Student Conduct Board Hearing, be convened to rehear the Complaint of Misconduct. However, in such case, the Findings and Recommendations of the second Student Conduct Board will be forwarded to the Dean, who will issue a final decision regarding the Complaint of Misconduct.
6. If the Appellate Board recommends to the Dean that the Student Conduct Board's Findings and Recommendations be upheld, the Dean's decision regarding the Complaint shall be final and binding on all involved.

#### **I. Interpretation and Revision**

1. Any question of interpretation or application of this Student Code shall be referred to the Dean of the appropriate School or his or her designee for final determination.
2. The Student Code Review Committee (Review Committee) shall conduct an annual review of the Student Code and make recommendations to the Executive Vice President for Academic Affairs regarding omission, clarifications, constructive changes and other matters relevant to the interpretation and operation of the Student Code. The Review Committee is composed of the Student Conduct Administrators from each School and two full-time TTUHSC students. The two full-time TTUHSC students will be appointed by the Executive Vice President for Academic Affairs who will invite recommendations by the President of the Student Government Association. A quorum for the Review Committee is four members, so long as at least one student member is present. The Executive Vice President for Academic Affairs may remove a member from this committee when, in his or her judgment, the member has failed or refused to serve and perform the duties and functions of the Review Committee.

**FIVE-YEAR CAPITAL PROJECTS PLAN**  
Texas Tech University System Administration

GENERAL PROJECT INFORMATION										FINANCIAL INFORMATION Funding Source (Millions)																			
Priority	Bldg. No.	Project Description	Project Type					Square Footage			CIP Code	Total Project Cost	Funding Source (Millions)																
			New Construction	Additions	Major Repair & Renovation	Land Acquisitions	Infrastructure	Leased Space	Gross	MAST			Educational & General	Acre	HEAF - Cash	HEAF - Bond	Other Revenue Bonds	Auxiliary Enterprise Funds	Other Local Funds	Gifts, Donations	Federal Grants	Unexpended Plant Funds	Legislative Appropriations	Private Development	Tuition Revenue Bonds	Other	Unfunded		
1	0405	SYSTEM OFFICE RELOCATION			X				67,843	0	811200	\$ 5,500,000.00	\$ 5.50														\$ 5.50		
TOTALS													\$ 5,500,000.00	\$ 5.50															\$ 5.50



**FIVE-YEAR CAPITAL PROJECTS PLAN**  
Texas Tech University

GENERAL PROJECT INFORMATION										FINANCIAL INFORMATION																									
Project Type			Square Footage			Project Budget				Funding Source (Million)																									
Priority	Proj. No.	Project Description	New Construction	Additions	Major Repair & Renovation	Land Acquisitions	Infrastructure	Leased Space	Gross	Educational & General NASP	CP Code	Total Project Cost	HEAF - Cash	HEAF - Bond	Other Revenue Bonds	Auxiliary Enterprise Funds	Other Local Funds	Gifts, Donations	Federal Grants	Unexpended Plant Funds	Legislative Appropriations	Private Development	Tuition Revenue Bonds	Other	Unfunded	Check Total (\$M)									
1	245	CLASSROOM MODERNIZATION PROJECT (New Harris College of Business Administration and Existing College of Business Administration Building Renovation)	X		X				343,378	201,651	520101	\$ 520,000,000.00						\$ 35,000							\$ 50,000	\$ 570,000									
2	274	LAW SCHOOL LAMER PROFESSIONAL DEVELOPMENT CENTER		X					34,500	20,736	220101	\$ 13,600,000.00							\$ 6,000					\$ 50,000		\$ 13,600									
3	206	COLLEGE OF ENGINEERING EXPANSION/RENOVATION	X	X					155,178	100,406	140101	\$ 70,000,000.00	\$ 10,000					\$ 10,000								\$ 70,000									
4	246	COLLEGE OF BUSINESS ADMINISTRATION/LIFE SAFETY UPGRADE		X					204,495	178,323	520101	\$ 3,000,000.00													\$ 3,000	\$ 3,000									
5	390	ATHLETIC HALLS OF HONOR - ARENA & FOOTBALL TRAINING FACILITY		X					5,500	0	720000	\$ 2,500,000.00						\$ 2,500								\$ 2,500									
6	314	UTILITY RE-STRUCTURING PROGRAM				X			0	0	831000	\$ 13,000,000.00	\$ 13,000												\$ 13,000	\$ 13,000									
7	340	SOCCER FACILITY	X						0	0	000000	\$ 2,000,000.00						\$ 2,000								\$ 2,000									
8	190	EXHIBIT SCIENCE CENTER		X					49,383	32,075	131114	\$ 6,000,000.00													\$ 6,000	\$ 6,000									
9	390	PARKING FACILITY III	X						470,000	0	819000	\$ 16,000,000.00													\$ 16,000	\$ 16,000									
10	214	HELEN CLEMENT FOOD EMPORIUM		X					12,000	10,000	731000	\$ 5,500,000.00				\$ 5,500									\$ 5,500	\$ 5,500									
11	272	ARCHITECTURE LRL STUDENT SYSTEM		X					175,502	86,913	040201	\$ 2,000,000.00												\$ 2,000	\$ 2,000	\$ 2,000									
12	000	GRANDVIEW BUILDING	X						30,000	18,000	834000	\$ 3,500,000.00												\$ 3,500	\$ 3,500	\$ 3,500									
13	0	ARMED CAMP FACILITY	X						1,200	4,740	999999	\$ 5,500,000.00												\$ 5,500	\$ 5,500	\$ 5,500									
14	271	HISTORY & BIO-CHEMISTRY		X					155,219	91,080	250101	\$ 2,000,000.00												\$ 2,000	\$ 2,000	\$ 2,000									
15	000	LESTER POOL	X	X					2,000	0	714000	\$ 7,000,000.00													\$ 7,000	\$ 7,000									
TOTALS												\$ 236,500,000.00	\$ 30,000	\$ 10,000	\$ 19,000	\$ 7,500	\$ 55,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500

Board Minutes  
May 12, 2006  
Attachment 5

<b>TOTALS</b>	\$	295,287,000.00	\$	16.10	\$	-	\$	-	\$	10.30	\$	8.00	\$	1.00	\$	-	\$	-	\$	147.50	\$	104.38
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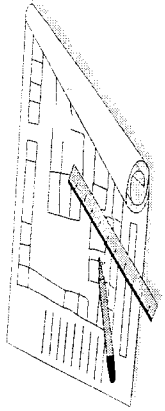
Final HSC Revisions: 4/18/2006 by LMD

# Bricks and Mortar Report

## Projects Under Construction

### May 2006

www.fpc.ttu.edu



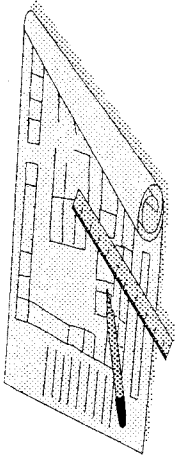
Project	Cost	Status	Completion Date
<b>TTU</b>			
Art 3-D Annex	\$ 9,000,000	Under Construction	September 2007
Jones AT&T Stadium Field Improvements	\$ 2,500,000	Under Construction	August 2006
Student Union Building Phase II B	\$ 6,096,000	Under Construction	June 2006
Student Union Building Phase III	\$ 1,530,078	Under Construction	July 2006
NRHC - Christine DeVitt Wing	\$ 3,776,085	Substantially Complete	April 2006
CDRC / CSAR	\$ 8,126,506	Under Construction	October 2006
Discovery Mall	\$ 1,210,000	Contractor Selected	December 2006
Outreach & Extended Studies Building	\$ 8,500,000	Under Construction	August 2006
Marsha Sharp Freeway [TxDOT Project]	TBD	Under Construction	2010+
Sneed/Gordon/Bledsoe Improvements	\$ 5,792,000	Under Construction	August 2006
Student Wellness Center	\$ 9,350,000	Under Construction	December 2006
Scholarship Donor Recognition Walk	\$ 225,000	Contractor Selected	Sep-06
<b>TOTAL</b>	<b>\$ 56,105,669</b>		

Project	Cost	Status	Completion Date
<b>HSC</b>			
HSC Clinical Tower Research Center	\$ 36,239,452	Under Construction	June 2006/April 2007
Messer-Racz International Pain Center	\$ 5,045,000	Under Construction/In Re-design	TBD
El Paso Medical Science Bldg. I Build Out	\$ 4,200,000	Under Construction	July 2006
El Paso Medical Education Bldg.	\$ 45,000,000	Under Construction	May 2008
Amarillo Campus Improvements	\$ 1,502,390	Under Construction	September 2006
<b>TOTAL</b>	<b>\$ 91,986,842</b>		
<b>GRAND TOTAL</b>	<b>\$ 148,092,511</b>		

# Bricks and Mortar Report

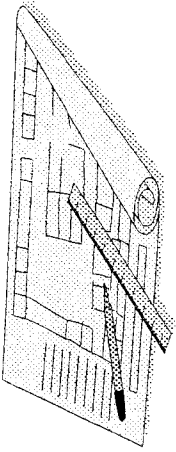
## Projects In Design May 2006

www.fpc.ttu.edu



Project	Cost	Status	Completion Date
<b>TTU</b>			
Rawls College of Business Administration	\$ 60,000,000	Awaiting Funds	TBD
CoBA Building Renovations	\$ 25,000,000	Study Complete	TBD
Lanier Law Prof. Development Center	\$ 13,500,000	Design In Progress	February 2008
Engineering Expansion/Renovation Phase I	\$ 10,000,000	Design In Progress	TBD
Engineering Expansion/Renovation Phase II & III	\$ 60,000,000	Program Complete	TBD
Utility Infrastructure Upgrade	\$ 10,000,000	Study In Progress	TBD
Experimental Science Lab Build Out	\$ 6,000,000	On Hold	TBD
Jones AT&T Stadium Improvements	\$ 45,000,000	On Hold	TBD
NCAA Soccer Complex	\$ 2,000,000	Design In Progress	TBD
<b>TOTAL</b>	<b>\$ 231,500,000</b>		

Project	Cost	Status	Completion Date
<b>HSC</b>			
El Paso Medical Science Building II	\$ 95,000,000	Program Complete	TBD
Amarillo Clinic Conversion Phase I	\$ 6,100,000	Design In Progress	TBD
Amarillo Clinic Conversion Phase II	\$ 12,000,000	Program Complete	TBD
Abilene School of Pharmacy	\$ 8,000,000	City of Abilene Project / Out for Bids	TBD
<b>TOTAL</b>	<b>\$ 121,100,000</b>		
<b>GRAND TOTAL</b>	<b>\$ 352,600,000</b>		



Project	Cost	Status	Completion Date
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## Texas Tech System

System Office Relocation	\$ 5,500,000	Study On-Going	TBD
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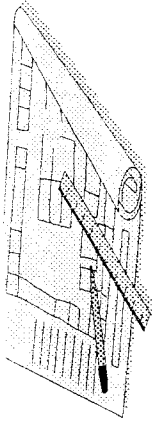
## TTU

Project	Cost	Status	Completion Date
Recreational Center Leisure Pool	\$ 7,000,000	Proposed	TBD
Honors College	\$ 10,000,000	Proposed	TBD
The Rawls Course Clubhouse	\$ 5,000,000	Proposed	TBD
Dairy Barn Renovation	TBD	Proposed	TBD
Vietnam Center	\$ 35,000,000	Proposed	TBD
<b>TOTAL</b>	<b>\$ 57,000,000</b>		

Project	Cost	Status	Completion Date
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## HSC

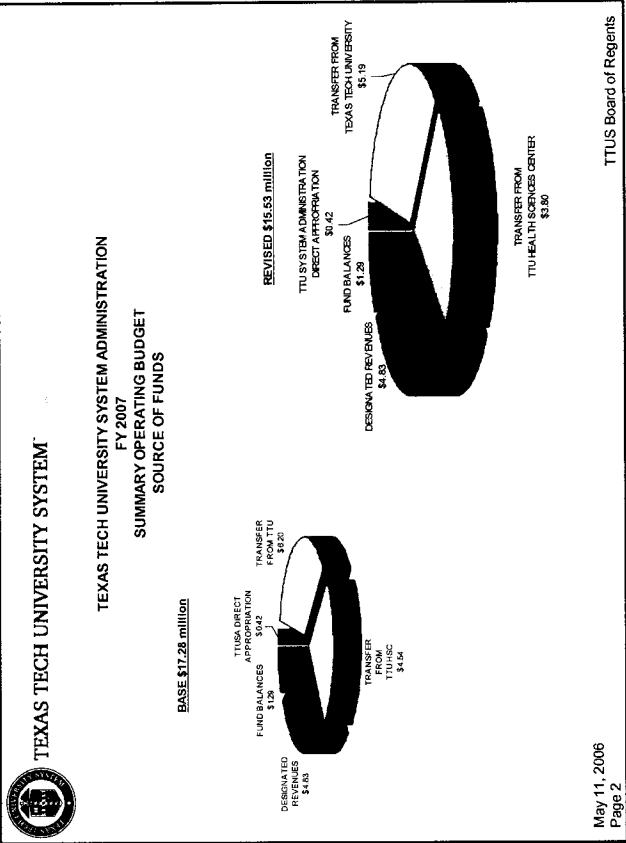
HSC BioMedical Research Facility	\$ 30,000,000	Proposed	TBD
Midland Medical Education Expansion	\$ 13,500,000	TDSHS Project	TBD
School of Pharmacy Expansion	\$ 13,500,000	Proposed	TBD
<b>TOTAL</b>	<b>\$ 57,000,000</b>		
<b>GRAND TOTAL</b>	<b>\$ 119,500,000</b>		



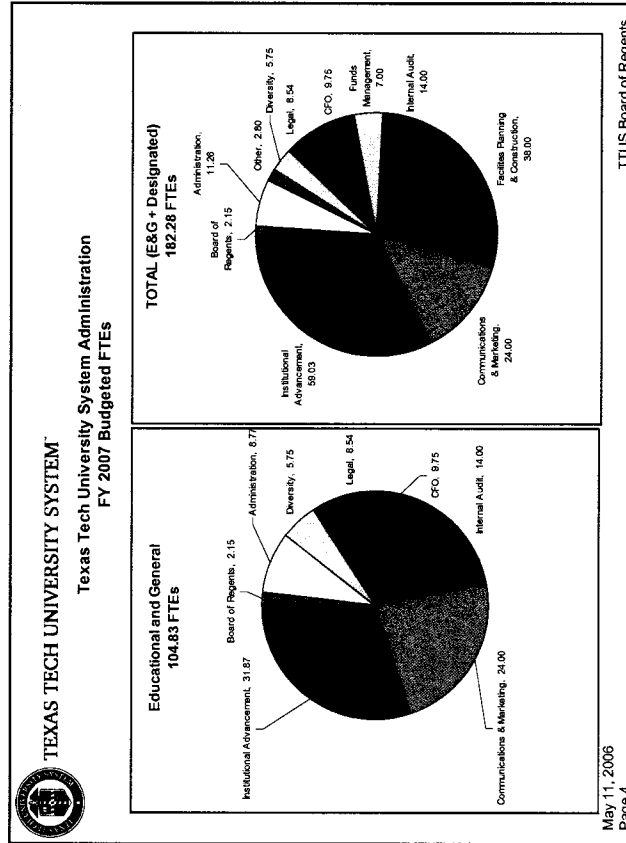
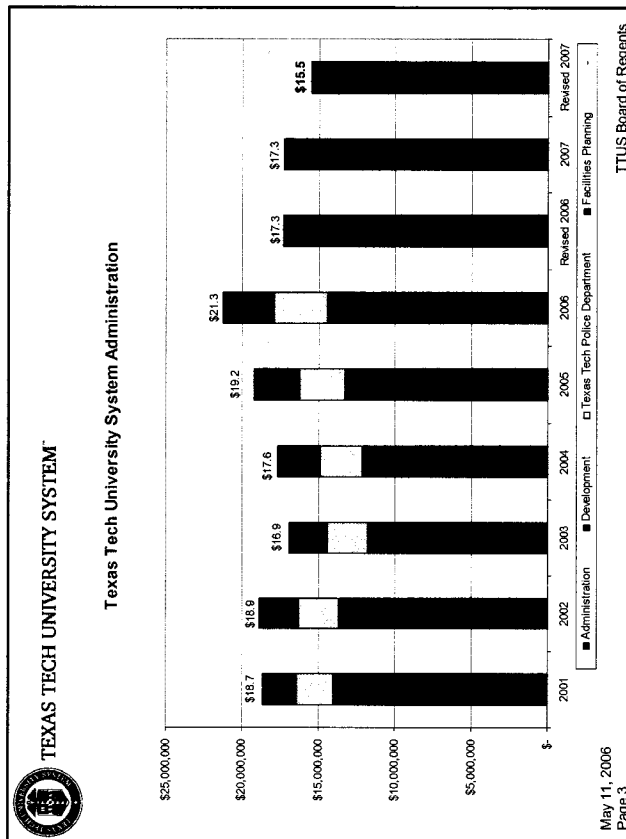
Project	Cost	Status	Completion Date
Experimental Sciences Building	\$ 37,330,087	Complete	March 2006
Texas Tech Parkway	\$ 9,237,000	Complete	February 2006
Animal and Food Sciences Building	\$ 17,000,000	Complete	February 2006
Wall/Gates Life Safety Upgrade	\$ 3,700,000	Complete	January 2006
Student Parking Expansion	\$ 660,000	Complete	October 2005
Student Union Bldg. Expansion/Renov.	\$ 37,745,556	Complete	October 2003/February 2005
Museum NSRL Addition	\$ 3,550,000	Complete	August 2005
Admin Building Stone Repair	\$ 2,332,099	Complete	January 2005
Jones SBC Stadium Stage IIA /IIB	\$ 53,740,000	Complete	May 2004/Sept 2004
Hulen Clement Fire Protection	\$ 3,623,110	Complete	August 2004
Football Training Facility	\$ 11,000,000	Complete	May 2004
Marsha Sharp Center for Student Athletes	\$ 3,850,266	Complete	January 2004
The Rawls Course Support Facilities	\$ 1,692,000	Complete	November 2003
Admin Building Roof Repairs	\$ 827,901	Complete	November 2003
The Rawls Course	\$ 9,013,000	Complete	August 2003
Horn/Knapp Fire Suppression	\$ 3,600,000	Complete	December 2002
Campus Conference Bonfire Circle	\$ 400,000	Complete	September 2002
English-Philosophy & Education Complex	\$ 46,199,000	Complete	August 2002
Flint Avenue Parking Facility	\$ 10,900,000	Complete	August 2002
Dan Law Field	\$ 1,612,000	Complete	June 2002
Fuller Track Field House	\$ 480,000	Complete	June 2002
Pfluger Fountain	\$ 826,000	Complete	April 2002

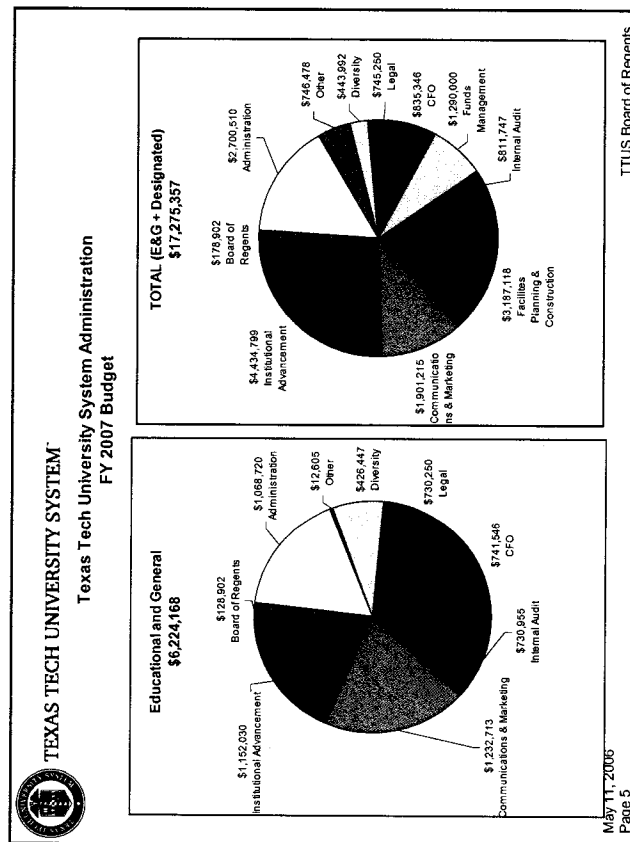
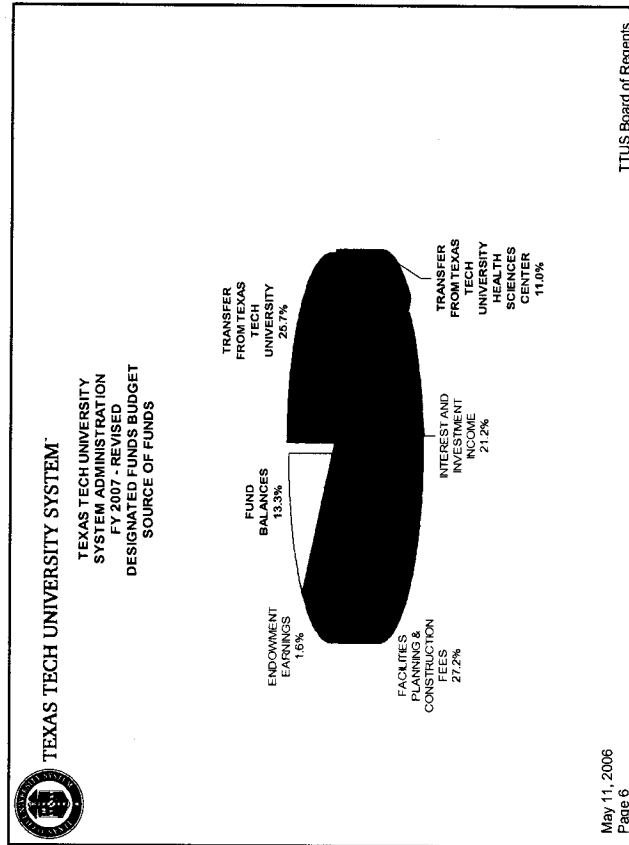
PROJECT	COST	STATUS	Completion Date
Recreation Center Expansion/Renovation	\$ 12,087,500	Complete	November 2001
Jones SBC Stadium Stage I	\$ 22,000,000	Complete	September 2001
Frazier Plaza & Masked Rider Statue	\$ 515,000	Complete	September 2001
Tennis-Softball Complex	\$ 4,059,784	Complete	September 2001
Campus Fiber Optic Connection	\$ 1,667,000	Complete	September 2001
West Hall/Visitors Center	\$ 6,000,000	Complete	August 2001
Broadway Gatehouses	\$ 816,000	Complete	August 2001
Marquee	\$ 352,000	Complete	August 2001
Stangel/Murdough Fire Suppression	\$ 1,704,000	Complete	August 2001
Chitwood/Weymouth Fire Suppression	\$ 2,769,000	Complete	August 2000
<b>TOTAL</b>	<b>\$ 311,288,303</b>		


Project	Cost	Status	Completion Date
<b>HSC</b>			
HSC Roof Replacement	\$ 1,950,000	Under Construction	April 2006
The Larry Combest Health & Wellness Center	\$ 1,605,210	Complete	January 2006
El Paso Medical Science Bldg. I	\$ 39,055,979	Complete	February 2006
HSC Campus Infrastructure Improvement	\$ 5,028,277	Complete	January 2006
HSC El Paso Clinic Expansion/Renov	\$ 9,780,000	Complete	February 2005
HSC El Paso Hydronic Pipe Replacement	\$ 1,700,000	Complete	February 2005
HSC Academic Classroom Bldg.	\$ 15,100,000	Complete	October 2003
HSC Synergistic Center	\$ 1,995,105	Complete	March 2003
Amarillo Academic/Clinic Facility	\$ 23,319,252	Complete	April 2002
Midland Physicians Assistant Building	\$ 6,000,000	Complete	August 2001
HSC Admin Relocation	\$ 1,862,000	Complete	March 2001
Odessa Clinic Renovation	\$ 1,200,000	Complete	September 2000
Communications Disorders Renovation	\$ 2,161,000	Complete	May 2000
<b>TOTAL</b>	<b>\$ 108,806,823</b>		
<b>GRAND TOTAL</b>	<b>\$ 420,095,126</b>		










 <b>TEXAS TECH UNIVERSITY SYSTEM</b>			
<b>BUDGET OVERVIEW</b> <b>ALL FUNDS</b> <b>REVISED</b> <b>FISCAL YEAR 2007</b>			
	SOURCE OF FUNDS		
	ESTIMATED INCOME	OTHER SOURCES	ESTIMATED EXPENDITURES
TEXAS TECH UNIVERSITY SYSTEM ADMINISTRATION	\$ 14,244,018	\$ 1,286,542	\$ 15,530,560
TEXAS TECH UNIVERSITY	\$ 538,534,055	\$ 2,497,263	\$ 538,764,603
LESS SYSTEM FUNDING	\$ (5,193,685)		\$ (5,193,685)
TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER	\$ 470,551,774	\$ 17,517,831	\$ 488,069,605
LESS SYSTEM FUNDING	\$ (3,802,041)		\$ (3,802,041)
<b>TOTAL FY 2007</b>	<b>\$ 1,012,334,121</b>	<b>\$ 21,301,636</b>	<b>\$ 1,033,366,842</b>
<b>TOTAL FY 2006</b>			<b>\$ 991,957,216</b>
Percentage Change from FY 2006 to FY 2007			<b>4.17%</b>

May 11, 2006  
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TTUS Board of Regents

 <b>TEXAS TECH UNIVERSITY SYSTEM</b>			
<b>BUDGET OVERVIEW</b> <b>ALL FUNDS</b> <b>FISCAL YEAR 2007</b>			
	SOURCE OF FUNDS		
	ESTIMATED INCOME	OTHER SOURCES	ESTIMATED EXPENDITURES
TEXAS TECH UNIVERSITY SYSTEM ADMINISTRATION	\$ 15,988,815	\$ 1,286,542	\$ 17,275,357
TEXAS TECH UNIVERSITY	\$ 538,534,055	\$ 2,497,263	\$ 538,764,603
LESS SYSTEM FUNDING	\$ (6,201,044)		\$ (6,201,044)
TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER	\$ 470,551,774	\$ 17,517,831	\$ 488,069,605
LESS SYSTEM FUNDING	\$ (4,539,479)		\$ (4,539,479)
<b>TOTAL FY 2007</b>	<b>\$ 1,012,334,121</b>	<b>\$ 21,301,636</b>	<b>\$ 1,033,366,842</b>
<b>TOTAL FY 2006</b>			<b>\$ 991,957,216</b>
Percentage Change from FY 2006 to FY 2007			<b>4.17%</b>

May 11, 2006  
Page 2

TTUS Board of Regents



TEXAS TECH UNIVERSITY

## FY2007 Budget Overview



*Office of the Sr. Vice President for Administration & Finance*

Dr. Thomas Anderes

Board of Regents

May 11-12, 2006

TEXAS TECH UNIVERSITY



### Summary Operating Budget For Fiscal Year 2007 Observations

- The FY2007 budget reflects continuation of funding from FY2006.
- The Education and General income budget reflects a reduction of \$2 million to match projected revenues.
- The E & G budget must be adjusted to address lower revenue estimates and additional expenditures.
- New tuition and fees and reallocated funds support increased utility costs, salary adjustments and scholarships.
- Revenue projections are based on an increase in SCH production and new rate structure. If SCH generation is down, the University will assess its financial position after the first semester.

TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
Projected Expense

<u>Source</u>	<u>FY2006</u>	<u>FY2007</u>	<u>%</u>
Education and General	\$202,141,954	\$200,138,668	(1.0)%
Designated	151,658,754	159,729,105	5.3%
Auxiliary	109,402,802	115,607,553	5.7%
Current Funds Restricted	60,299,100	63,289,700	5.0%
<b>Total</b>	<b>\$523,502,610</b>	<b>\$538,765,026</b>	<b>3.0%</b>

Board of Regents Budget Overview, May 11-12, 2006

3

TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
E & G Income

	<u>FY2006</u>	<u>FY2007</u>	<u>%</u>
Education and General	\$202,141,954	\$200,138,668	(1%)

Selected Changes (Millions)

<u>Source</u>	<u>Inc/(Dec)</u>
General Revenue	\$(.4)
Indirect Cost	\$(.5)
Tuition & Fees	\$.8
Fund Balance	\$(1.6)

Board of Regents Budget Overview, May 11-12, 2006

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TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
E & G Expense

	<u>FY2006</u>	<u>FY2007</u>	<u>%</u>
<b>Education and General</b>	\$202,141,954	\$200,138,668*	(1%)
Selected Changes (Millions)			
<u><b>Expense</b></u>			<u><b>Inc/(Dec)</b></u>
<b>Expenditure Reduction/TBD*</b>			\$(4.0)
<b>T-PEG Grants</b>			\$.6
<b>Police Department</b>			\$.5

\*Budget is based on \$204,214,681 in expenditures, but will be reduced to \$200,138,668 through a plan to reduce expenditures or limit reduction with added revenues and/or support through transfer of designated funds.

Board of Regents Budget Overview, May 11-12, 2006

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TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
HEAF Allocations

- Supports capital projects and equipment purchases.
  - Primary uses:
    - Library Acquisitions/Equipment \$ 5.30
    - Engineering Lab Renovations \$ 1.30
    - Life Safety \$ 1.60
    - Maintenance/Renovations \$ 2.50
    - New/Replacement Equipment\* \$ 4.60
    - Other Projects \$ 2.60
- \$17.90

\*Primarily computing equipment

Board of Regents Budget Overview, May 11-12, 2006

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TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
Designated Income

	<u>FY2006</u>	<u>FY2007</u>	<u>%</u>
<b>Designated</b>	\$151,658,754	\$159,729,105	5.3%

Selected Changes (Millions)

<u>Source</u>	<u>Inc/(Dec)</u>
<b>Deregulated Tuition*</b>	<b>\$4.2</b>
<b>Utility Fee</b>	<b>\$2.5</b>
<b>Fund Balance</b>	<b>\$2.5</b>

\*The 78<sup>th</sup> Legislature established the expectation that universities account for a subset of tuition when universities were allowed to set tuition rates locally (deregulated).

Board of Regents Budget Overview, May 11-12, 2006

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TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
Designated Expenses

	<u>FY2006</u>	<u>FY2007</u>	<u>%</u>
<b>Designated</b>	\$151,658,754	\$159,729,105	5.3%

Selected Changes (Millions)

<u>Expense</u>	<u>Inc/(Dec)</u>
<b>Utilities</b>	<b>\$2.50</b>
<b>New Financial/HR System</b>	<b>\$.60</b>
<b>Salary Support</b>	<b>\$2.30</b>
<b>Instructional Support</b>	<b>\$.80</b>
<b>Student Services Support</b>	<b>\$1.30</b>

Board of Regents Budget Overview, May 11-12, 2006

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TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
Deregulated Tuition  
Expectations and Allocations

- Increase of \$4.2 million
- Set aside 15% - need-based financial aid
- Allocation for:
  - Salary Adjustments
  - Financial/HR System
  - Instructional Support

Board of Regents Budget Overview, May 11-12, 2006

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TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
Auxiliary Expenses

	<u>FY2006</u>	<u>FY2007</u>	<u>%</u>
<b>Auxiliary</b>	\$109,402,802	\$115,607,553	5.7%

Selected Changes (Millions)

<u>Expense</u>	<u>Inc/(Dec)</u>
<b>Intercollegiate Athletics</b>	<b>\$1.6</b>
<b>Hospitality Services</b>	<b>\$1.9</b>
<b>Residence Halls</b>	<b>\$1.9</b>

Board of Regents Budget Overview, May 11-12, 2006

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TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
Current Funds Restricted Expenses

	<u>FY2006</u>	<u>FY2007</u>	<u>%</u>
<b>Current Funds Restricted</b>	\$60,299,100	\$63,289,700	5%

Selected Changes (Millions)

<u>Expense</u>	<u>Inc/(Dec)</u>
<b>Agricultural Sciences</b>	\$1.7
<b>Engineering Grants</b>	\$ .8
<b>Arts &amp; Sciences Grants</b>	\$ .6

TEXAS TECH UNIVERSITY



Summary Operating Budget For Fiscal Year 2007  
Final Thoughts

- Budget requires action during year to balance E & G expenditures and revenues
- Status of enrollment and related revenue should be monitored closely
- Actions to mitigate should be apparent by October/November

TEXAS TECH UNIVERSITY



## Modified Tuition

### MODIFIED TUITION PLAN



#### Applies to:

- Undergraduates only
- Students taking 12 or more hours

#### This is not a flat rate tuition model.

- Students are NOT charged for 15 hours regardless of the number of hours they take.

## MODIFIED TUITION PLAN



### Exceptions



- Students required to enroll in a block schedule.
  - *For example: student teachers*
- Students who have documented learning disabilities on file with AccessTech or Techniques.
- Graduating Seniors - need 12 SCH but fewer than 15 to graduate.

Board of Regents Budget Overview, May 11-12, 2006

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## MODIFIED TUITION PLAN



### Appeal Process

## APPEAL PROCESS



### Appeal to be charged the \$135 SCH rate

- Students must meet all of the following criteria to be eligible to appeal:
  - *Students taking 12-14 SCH*
  - *Students who did not receive an exemption.*
  - *Students who did not receive a tuition credit.*
  - *Students who do not have the cost of tuition and fees covered by Estimated Family Contribution and Financial Aid.*
  - *Students affected by financial hardship.*
- Tuition Appeals Committee will review instances where all of the criteria have been met.

Board of Regents Budget Overview, May 11-12, 2006

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## APPEAL PROCESS



### Before an appeal will be considered, a student will need to:

- Submit an appeal form (Financial Aid website)
- Complete a FAFSA and all other required documents through Financial Aid
- Accept all types of aid offered including parent loans and unsubsidized loans.

### Deadlines

- Priority date – 30 days prior to first payment date
  - *Guarantees an answer prior to first payment date*
- Final deadline – census date (20<sup>th</sup> class day)

Board of Regents Budget Overview, May 11-12, 2006

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## APPEAL PROCESS



### University Tuition Appeals Committee Members:

- Chair, appointed by the Provost and Vice President for Fiscal Affairs
- Three faculty members
- Three undergraduate student members
- Director of Student Business Services
- Director of Student Financial Aid
- Representative from Student Affairs

*Board of Regents Budget Overview, May 11-12, 2006*

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TEXAS TECH UNIVERSITY

**Texas Tech University Health Sciences Center  
Budget Changes – Educational & General Funds  
FY 2007**

**Budget Increases**

- 2% Salary increase \$1,002,309
- Educational Programs – Enrollment Growth
  - Allied Health Sciences \$250,000
  - Nursing \$250,000
  - Pharmacy \$277,678
  - Graduate School of Biomedical Sciences \$172,250
- Indirect Cost
  - Pharmacy bridge funding program \$105,052
- El Paso Medical \$163,924
  - Funding for Vice President's office
- Tuition Revenue Bonds \$133,997
- Institutional Compliance Officer \$100,000

**Funding Sources**

- FY 2007 Budget Increase \$986,810
- Police \$400,000
  - Reallocation between TTU and TTUHSC
- Funding Changes \$1,068,400
  - Presidential Priorities moved to designated funds
  - Utility funding moved from designated funds

TEXAS TECH UNIVERSITY SYSTEM  
OFFICE OF AUDIT SERVICES  
PRIORITIZED AUDIT PLAN  
Fiscal Year 2006

PRIORITY	ENTITY	AUDIT AREA	BUDGETED HOURS	BUDGET ADJUSTMTS	STATUS AS OF MAY 1	ACTUAL HOURS	TIME STILL NEEDED	BUDGET vs ACTUAL
		TOTAL ENGAGEMENT HOURS AVAILABLE	16,095					
		REQUIRED AUDITS						
Required	TTUS	Texas Tech University Foundation	Financial (assist)	120	Completed	151		(31)
Required	TTUS	Regents, Chancellor, & Presidents Travel and Credit Cards	Compliance (assist)	20	Completed	17		3
Required	TTUS	Information Technology Data Center Services Inventory Validation	Compliance	150	Completed	99	6	45
Required	TTUS	Office of Audit Services Self-Study	Compliance	250	Completed	99		151
Required	TTUS	Office of Audit Services Peer Review	Compliance	80	In Progress	80		0
Required	TTUS	Office of Audit Services Annual Plan and Annual Report	Compliance	120	Report Complete	38	82	0
Required	TTU & HSC	State Auditor's Office Miscellaneous Projects	Miscellaneous (assist)	200	(63)		137	0
		TTU: SAO A-133		13	Completed	13		0
		TTU: SAO Statewide CAFR Capital Assets		10	Completed	10		0
		HSC: SAO Correctional Managed Healthcare		40	In Progress	9	31	0
Required	TTU	NCAA Compliance	Compliance	325	Completed	256	9	60
Required	TTU	Athletics Financial Review	Financial (assist)	240	Completed	188		52
Required	TTU	KOHM-FM	Financial (assist)	300	Completed	237		63
Required	HSC	Texas Higher Education Coordinating Board Residency Grants	Compliance	220	Completed	149		71
Required	HSC	Correctional Managed Health Care Committee Contract	Compliance	200	In Progress	141	59	0
Required	HSC	Family Practice Center at El Paso Contract	Compliance	90	Completed	85		5
		TOTALS FOR REQUIRED AUDITS	2,315	0		1,572	324	419
		AUDITS IN PROGRESS AT AUGUST 1, 2005						
Prior Year	ALL	Institutional Risk Assessments (PricewaterhouseCoopers)	Risk Assessment	5	Completed			5
Prior Year	TTU	Senior VP For Administration and Finance--Budget Office	Operational	288	In Progress	286	30	(28)
Prior Year	TTU	SAO Financial Systems IT Review	Controls (co-source)	140	(100) Completed	37		3
Prior Year	TTU	NCAA Compliance	Compliance	25	Completed	69		(44)
Prior Year	HSC	Research Compliance (El Paso)	Compliance	95	Completed	51		44
Prior Year	HSC	Amarillo Control Environment	Management Review	145	Completed	169		(24)
Prior Year	HSC	Texas Higher Education Coordinating Board Reporting Process	Compliance	277	Completed	215		62
Prior Year	HSC	Compliance Review of HIPAA / GLBA / FERPA	Compliance	80	Completed	162		(82)
Prior Year	HSC	MPIP--Ophthalmology Business Processes	Controls/Operational	20	Completed	11		9
Prior Year	ALL	Wrap-up on Audits Included in August BOR Report		25	25 Completed	50		0
		TOTALS FOR AUDITS IN PROGRESS	1,100	(75)		1,050	30	(55)
		UNPLANNED SPECIAL PROJECTS AND INVESTIGATIONS						
		Total hours budgeted for Special Projects & Investigations	4,000	(3,576)			424	
		IN PROGRESS AT AUGUST 1, 2005						
Special	ALL	Confidential Reporting System (Hotline) Implementation	Special	220	Completed	220		0
Special	ALL	TeamMate Audit Software Implementation	Special	345	Completed	345		0
Special	N/A	UT Southwestern Peer Review	Special	27	Completed	27		0
Special	TTU	AMA Techtel Contract	Special	90	In progress	79	11	0
Special	TTU	Human Sciences Special	Special	21	Completed	21		0
Special	TTU	School of Art Procurement Card	Special	209	Completed	209		0
Special	HSC	El Paso Trust Fund Review	Special	41	Completed	41		0
Special	HSC	Amarillo Clinical Trials	Special	149	Completed	149		0
Special	HSC	Laser Vision Institute	Special	21	Completed	21		0
		BEGUN AFTER AUGUST 1, 2005						
Special	HSC	Student Health Services Cash Shortage	Special	76	Completed	76		0
Special	TTU	Housing Services	Special	115	Completed	115		0
Special	HSC	Amarillo Cash Controls	Special	53	Completed	53		0
Special	TTU	Mandatory Student Fees	Special	259	Completed	259		0
Special	N/A	UT San Antonio Peer Review	Special	71	Completed	71		0
Special	TTU	Chemistry Procurement Card	Special	3	Completed	3		0
Special	TTU	Admissions Office	Special	269	Completed	269		0
Special	TTU	The Institute for Child and Family Studies	Special	70	In progress	48	22	0
Special	TTU	Animal Sciences Cash Controls	Special	300	In progress	189	88	23
Special	TTU	Student Media Cash Controls	Special	92	Completed	92		0
Special	TTU	Civil Engineering	Special	200	In progress	23	177	0
Special	TTU	Mechanical Engineering	Special	100	In progress	87	13	0
Special	TTU	KOHM-FM Underwriting	Special	95	Completed	93	2	0
Special	TTU	Football Attendance Certification	Special	10	Completed	10		0
Special	TTU	Tech Express Investigation	Special	150	In progress	48		102
Special	TTU	Tech Express Controls	Special	400	In progress		400	0
Special	HSC	Harrington Physicians, Inc. Contract	Special	40	In progress		40	0
Special	ALL	Misc. Hotline Projects	Special	150	In progress	71	79	(0)
		SPECIAL PROJECTS AND INVESTIGATIONS TOTALS	4,000	3,576		2,619	832	125

TEXAS TECH UNIVERSITY SYSTEM  
OFFICE OF AUDIT SERVICES  
PRIORITIZED AUDIT PLAN  
Fiscal Year 2006

PRIORITY	ENTITY	AUDIT AREA	BUDGETED HOURS	BUDGET ADJUSTMTS	STATUS AS OF MAY 1	ACTUAL HOURS	TIME STILL NEEDED	BUDGET vs ACTUAL
<b>HIGHEST PRIORITY</b>								
1	ALL	Endowment Spending	200	50	In Progress	218	40	(8)
1	TTU	Office of Student Financial Aid	500	(500)	Cancelled			0
1	TTU	Graduate-On-Time Contract	350		Completed	382		(32)
1	TTU	Credit Card Customer Information Security	250		On Hold	13	237	0
1	TTU	Information Technology General Controls Review	250				250	0
1	HSC	Odessa Operational and Financial Review-OB/GYN	350	150	In Progress	491	50	(41)
1	HSC	Credit Card Customer Information Security	250				250	0
1	HSC	Information Technology General Controls Review	250	150	Completed	559	5	(164)
1	HSC	Institutional Animal Care & Use Committee (IACUC)	350			6	344	0
1	HSC	Medical Practice Income Plan (MPIP) Trust Fund	500		In Progress	224	276	0
		<b>HIGHEST PRIORITY TOTALS</b>	<b>3,250</b>	<b>(150)</b>		<b>1,893</b>	<b>1,452</b>	<b>(245)</b>
<b>MODERATE PRIORITY</b>								
2	TTUS	Construction Management (State Auditor's Office)	40		In Progress	1	39	0
2	TTU	Information Technology Risk Assessment	80		To Be Outsourced by IT		80	0
2	TTU	Financial Affairs	300				300	0
2	TTU	Library Financial Review	250	300	In Progress	580	40	(70)
2	TTU	Student Recruiting and Admissions Process	350				350	0
2	TTU	Academic Advising Processes	350				350	0
2	HSC	El Paso and Border Funding (Community Partnership Clinics)	350	100	In Progress	371	79	0
2	HSC	Health Care Systems (Medical Examiner's Office Business Processes)	500		Completed	586	4	(90)
2	HSC	Information Technology Risk Assessment	80		To Be Outsourced by IT		80	0
2	HSC	Institutional Review Board	300				300	0
2	HSC	School of Medicine	400				400	0
		<b>MODERATE PRIORITY TOTALS</b>	<b>3,000</b>	<b>400</b>		<b>1,538</b>	<b>2,022</b>	<b>(160)</b>
<b>LOWER PRIORITY</b>								
3	TTUS	Follow-up on 2004 Fraud Prevention & Elimination Rpts to Gov	200		Completed	232		(32)
3	TTUS	Fraud Risk Assessment	250				250	0
3	TTU	Information Technology Help Central	200		Completed	171	10	19
3	TTU	Student Course Fees	150	100	Completed	273		(23)
3	TTU	President's Office Financial Review	200				200	0
3	TTU	Academic Advising Financial Review	150				150	0
3	HSC	Grant Expenditures	150		Completed	292		(142)
3	HSC	Information Technology Help Desk	200				200	0
3	HSC	IDX and Related Controls	180		In Progress	20	160	0
		<b>LOWER PRIORITY TOTALS</b>	<b>1,680</b>	<b>100</b>		<b>988</b>	<b>970</b>	<b>(178)</b>



PRIORITY	ENTITY	AUDIT AREA	BUDGETED HOURS	BUDGET ADJUSTMTS	STATUS AS OF MAY 1	ACTUAL HOURS	TIME STILL NEEDED	BUDGET vs ACTUAL
		OTHER VALUE-ADDED WORK						
		Total hours budgeted for Other Value-Added Work	750	(439)			311	
Other	ALL	Cash Handling and Control Environment Workshops		66	Ongoing	66		0
Other	ALL	TTU Ethical Institution Task Force			Ongoing			0
Other	ALL	Short / Intermediate Term Investment Advisory Committee						0
Other	ALL	Social Security Number Elimination Committee		1	On Hold	1		0
Other	ALL	ConnecTech (Banner Implementation Committee)		16	Ongoing	16		0
Other	All	Institutional Advancement Data Integration Steering Committee and Work Group		18	Ongoing	18		0
Other	TTU	Quality Service Award Committee		4	Ongoing	4		0
Other	HSC	HIPAA Committee		1	Ongoing	1		0
Other	ALL	Enterprise Risk Management						0
Other	N/A	Professional Organizations (ACUA, TACUA, TSCPA, SAIAP)		41	Ongoing	41		0
Other	ALL	Status Report Preparation		33	Ongoing	33		0
Other	N/A	Other Miscellaneous Projects		199	Ongoing	199		0
Other	ALL	Risk Dictionary		60	Completed	60		0
		OTHER RELATED WORK TOTALS	750	439		439	-	
		TOTAL ENGAGEMENT HOURS	16,095	275		10,099	6,365	(94)
		ADDITIONAL PROJECTS NOT ON PLAN						
4	ALL	Fraud Risk Management	1,000		Walkthroughs & control work in areas identified through risk assessment.			
4	TTUS	Construction audits (specific projects)	500		Included in SAO Construction Management Audit			
		EXTRA AUDIT HOURS NEEDED	1,500					
		KEY						
	TTUS	Texas Tech University System						
	TTU	General Academic Campus						
	HSC	Health Sciences Center						
	TTU & HSC	Areas with parallel functions or shared responsibility						
	ALL	Areas that will affect all institutions or that will be performed concurrently						
	N/A	Work that is not attributable to a particular institution or campus						
Required		Audits that are mandated by law, OPs, standards, contracts, etc. Will be performed based on timing of external deadlines.						
Prior Year		Engagements from prior year annual plan that were in progress at August 1. Goal is to complete them early in the year.						
1		Engagements that were deemed most critical per the risk assessment at August 1.						
2		Engagements that were deemed to be moderately critical per the risk assessment at August 1.						
3		Engagements that were deemed least critical per the risk assessment at August 1.						
4		Areas of exposure that need attention, but have not been included on the official plan because of lack of resources.						
Special		Investigations and Special Projects						
Follow-up		Unplanned Follow-up Work						
Other		Other projects, including committee service, class development and instruction, etc.						



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER

## **The Research Enterprise at Texas Tech University Health Sciences Center**

Report to Board of Regents: May 11, 2006

Roderick Nairn, Ph.D.

Executive Vice President for Academic Affairs

## **Mission of TTUHSC**



- **The mission of the Texas Tech University Health Sciences Center is to improve the health of people by providing educational opportunities for students and health care professionals, advancing knowledge through scholarship and research, and providing patient care and service.**
- Education, Research & Patient Care missions interact with each other.
- Our responsibilities are best met when the missions are in balance.
- At TTUHSC the Research Mission is currently out of balance.

## The Three-Legged Stool

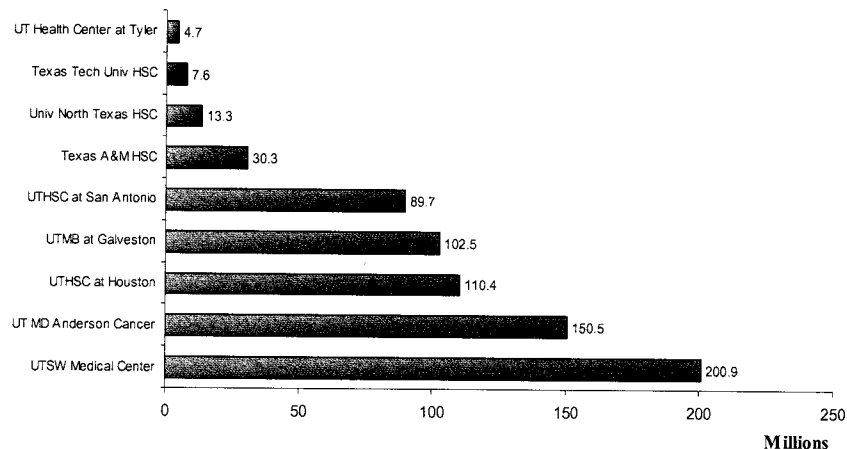


## Research & Development (R&D) Expenditures at TTUHSC

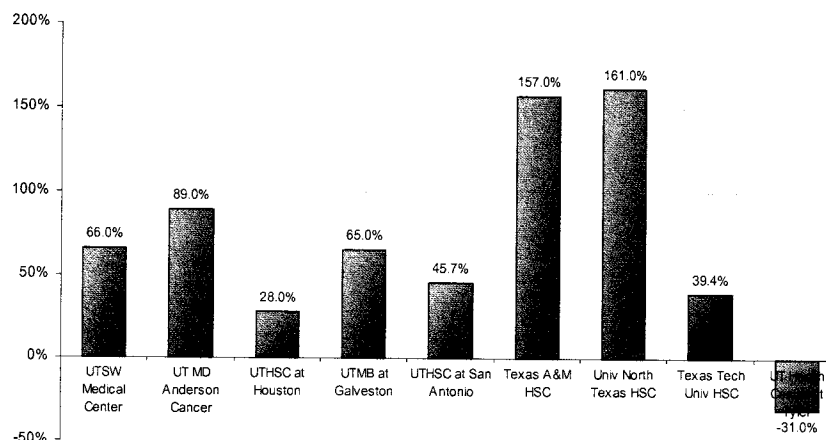


- Expenditures are the most reliable data for comparisons of R & D activities.
- Compared to other Texas HSCs our research expenditures are low.
- As a relatively small and relatively young institution we have concentrated on our other missions and now we need to pay more attention to research-without neglecting the other critical missions!

## Federally Funded R&D Expenditures at Texas Public Health-Related Institutions, FY2004



## Comparison of Research Expenditure Growth Texas Public Health-Related Institutions, 2000-2005



## Research Mission



- Given the data just presented, a major goal for the future has to be growth in our research enterprise.
- This should not be interpreted as signaling a departure from attention to our education and health-care missions.
- In general, our University has strong education & training programs – these will still need attention and are a priority.

## Research Mission (continued)



- We fulfill our mission of patient-care across all of West Texas – this mission also needs continued attention and is a priority.
- However, it is crucial for the future of the HSC that our faculty increasingly participates in research – this will largely have to be achieved by adding new faculty with research expertise.

## Research Mission (continued)



- We have some excellent research programs and some faculty who are as good as any anywhere – we just need more of them!
- We are planning for incremental growth in our research mission – we are not trying to become a Southwestern or a Johns Hopkins!
- What are we doing to meet our goals?

## Are there management strategies that can aid in facilitating research growth?



- Provide quality laboratory space & modern equipment.
- Allocate research space based on efficiency of utilization.
- Enhance the number of faculty doing funded research by recruitment.
- Faculty creativity can't be managed but creative faculty can be recruited.

## Are there management strategies that can aid in facilitating research growth? (continued)



- Enhance the number of Graduate Students & Postdoctoral fellows.
- Identify faculty retention funds and develop plans to avoid losing our “stars” to competitors.
- Other funding streams - usually philanthropy – are essential to the growth of the research mission and obtaining them needs to be a priority.
- Limit dependence on “earmark” funds, and expend them for start-up, one time use only.

## Research Growth Plan



- Identify funding for renovation/construction of research space
  - We are providing modern open-plan shared laboratory space and major research equipment.

## Research Growth Plan-Space & Equipment



- **Amarillo**
  - Renovate Coulter Clinic
- **Lubbock**
  - Renovate space in HSC (especially after occupy clinical tower)
  - Construct Research Tower
- **El Paso** – New Four Year Medical School
- **Abilene** – New Pharmacy Program
- **“Core Laboratory”** concept being promoted throughout HSC.

## Research Growth Plan



- Identify funding for faculty recruitment and start-up
  - We are recruiting new faculty, for example in SOM Lubbock have opportunities in Microbiology/Immunology & Physiology.



## Research Growth Plan: Funds to Invest in Research "Mission"



- HEAF: \$11.9m/year (some available for research mission)
- Indirect Cost: \$2.6m/year
- Research Enhancement: \$1.76m/year
- Permanent Endowment Fund: \$1.125m/yr (El Paso)  
\$1.125m/yr (other than El Paso)
- Permanent Health Fund \$1.39m/yr
- President's Discretionary: \$1.4m/year

## Research Growth Plan (continued)



- Focused hiring on a few interest areas (while strengthening the base)
  - Aging/Neurodegenerative Diseases
  - Rural, Border Health/Health Disparities
  - Cancer
  - One other to be determined

## Research Growth Plan: Philanthropy



- Enhance Philanthropic giving for research.
- Need chairs, professorships, etc. but perhaps the greatest need is for unrestricted endowment.
- Need minimum of \$100m in Endowment for Research.
- Have about \$60m in Permanent Health Fund/Tobacco Fund.
- Try to raise \$50m ++ in “HSC Future Fund”
  - Unrestricted Endowment Fund to use for future growth/development of HSC.
  - Could be used for Research/ Scholarships /Retention Packages.

## Technology Transfer/Patents



- Enhance Technology Transfer.
- HSC is now an equal partner with TTU in funding the Tech Transfer office.
- Notable activities & opportunities
  - Lubbock - Hemobiotech – publicly traded company– blood substitute.
  - Amarillo - Receptor Logic – Start-up, venture capital support.
  - Opportunities in cancer vaccines, anti-aging interventions, medical devices, etc.

## Research Growth Plan (continued)



- Retain funded faculty-identify funds for retention packages.
- Enhance number of Graduate Students and Postdoctoral fellows.

## Vision



- We can increase externally funded peer-reviewed research especially from the National Institutes of Health.
- Doubling or tripling NIH funding in 5 years is possible (could be more with El Paso SOM).
- Enhancing Research is arguably the most important component in reaching our vision of being recognized nationally as a top-ranked Health Sciences University.

## Vision



When we increase Research funding, we will:

- Enhance our status as a University.
- Be more attractive to potential students & faculty.
- Attract more patients by offering hope of new “cutting-edge” treatments.
- Enhance our educational programs with instruction from up to date faculty.
- Make an even more positive economic impact locally.
- Potentially enhance the existing economic impact with “spin-off” biotechnology companies.





TEXAS TECH UNIVERSITY SYSTEM

## Historically Underutilized Business (HUB) Expenditures

Jim Brunjes  
Chief Financial Officer

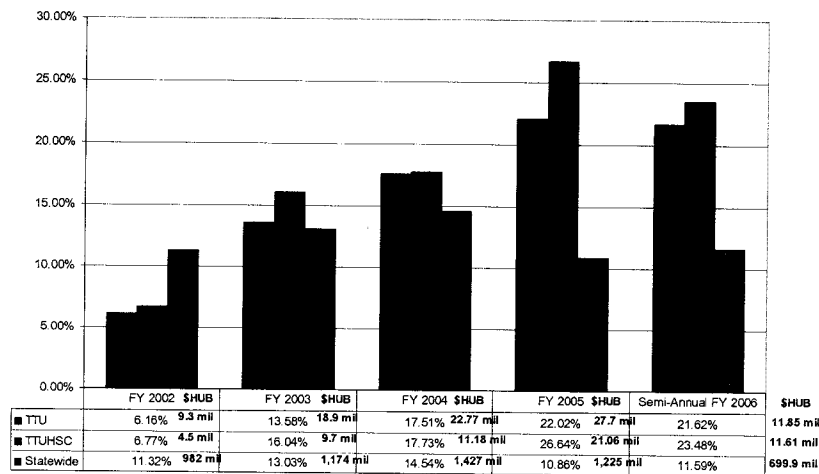
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TTUS Board of Regents



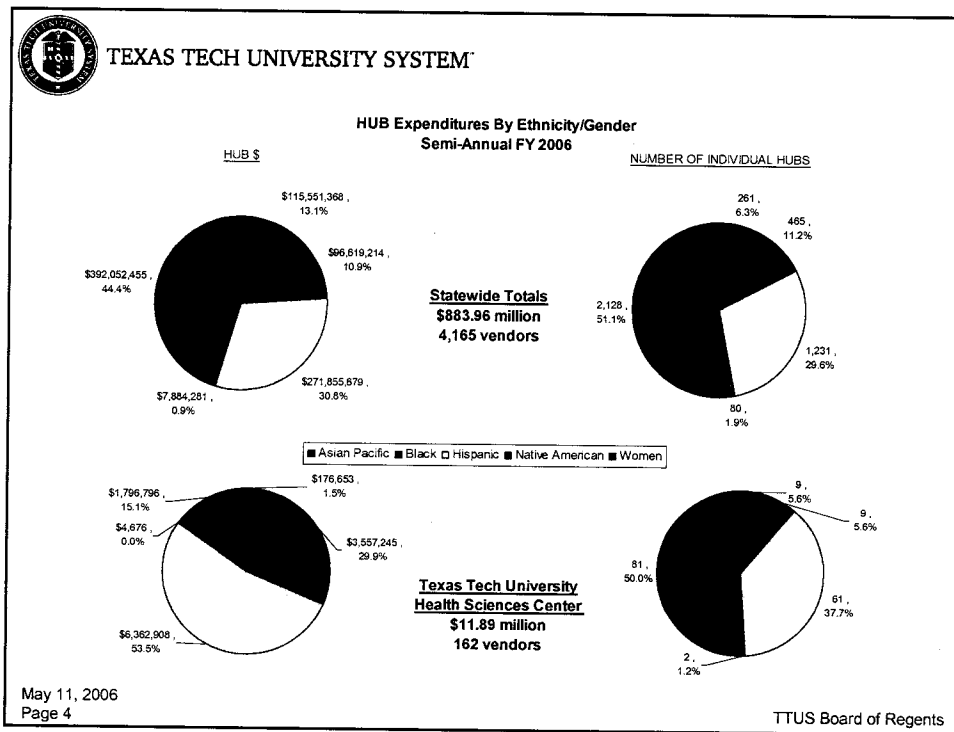
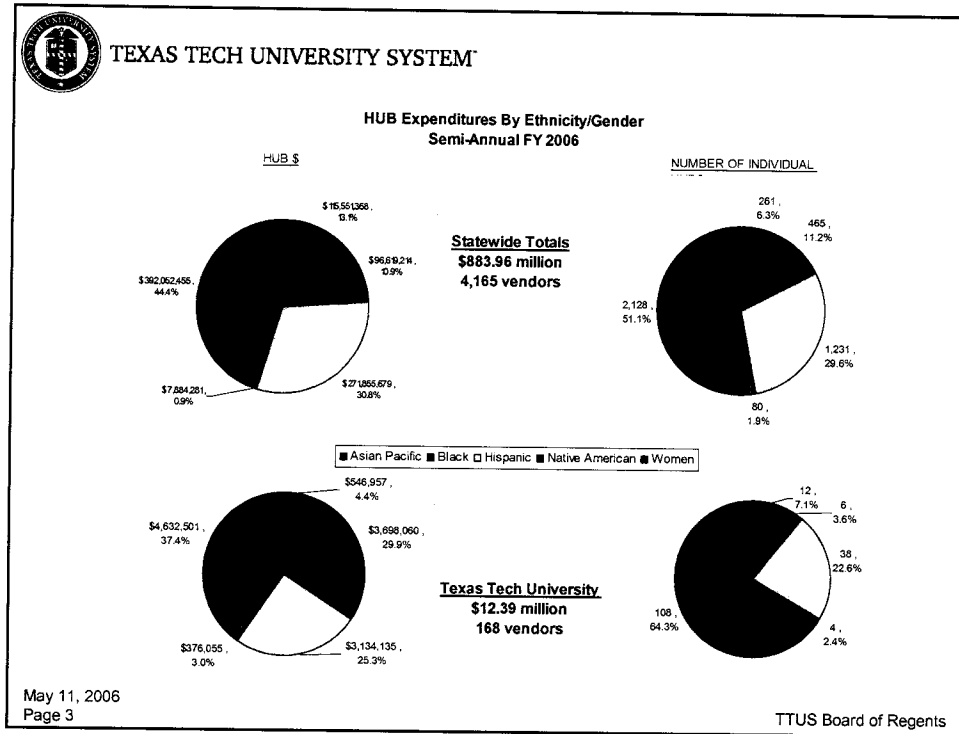
TEXAS TECH UNIVERSITY SYSTEM

Texas Tech University System  
HUB Expenditures as a  
% of Total Expenditures



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TTUS Board of Regents





# TEXAS TECH UNIVERSITY SYSTEM

## FISCAL YEAR 2006 SEMI-ANNUAL HUB REPORT TOP 25 AGENCIES SPENDING MORE THAN \$5 MILLION with LARGEST PERCENTAGE SPENT with HUBS

RANK	AGENCY #	AGENCY NAME	TOTAL EXPENDITURES	TOTAL HUB EXPENDITURES	HUB % of EXPENDITURES
1	304	Comptroller of Public Accounts	\$10,443,000.77	\$7,320,632.14	37.66%
2	530	Dept Family and Protective Services	\$16,877,117.08	\$6,197,161.18	36.72%
3	732	Texas A & M University - Kingsville	\$7,090,805.62	\$2,567,117.11	36.21%
4	562	Texas Comm. On Environmental Quality	\$34,611,400.93	\$12,171,314.20	35.17%
5	713	Tarrant State University	\$8,220,877.37	\$2,860,190.48	35.16%
6	103	Texas Legislative Council	\$6,120,977.63	\$1,996,497.56	32.62%
7	716	Texas Engineering Extension Service	\$11,810,465.09	\$3,657,902.46	30.97%
8	738	University of Texas at Dallas	\$20,452,963.51	\$6,216,990.14	30.63%
9	706	Texas A&M Health Science Center	\$9,853,218.30	\$2,989,897.58	30.50%
10	529	Health & Human Services Commission	\$253,907,062.33	\$76,369,231.51	29.68%
11	303	Texas Building & Procurement Commission	\$24,268,725.38	\$6,782,558.65	27.96%
12	717	Texas Southern University	\$21,132,919.26	\$5,491,352.80	25.98%
13	734	University of Texas at El Paso	\$16,630,889.30	\$4,219,812.41	25.33%
14	302	Office of the Attorney General	\$40,333,617.53	\$10,123,214.75	25.10%
15	362	Texas Lottery Commission	\$75,872,584.69	\$18,912,140.52	24.93%
16	747	University of Texas at Brownsville	\$6,286,689.45	\$1,568,841.31	24.92%
17	736	TX Tech Univ Health Sciences Center	\$49,455,418.05	\$11,808,281.43	23.88%
18	760	Texas A & M Univ - Corpus Christi	\$7,355,173.52	\$1,732,686.67	23.56%
19	733	Texas Tech University	\$54,821,100.49	\$12,387,710.05	22.60%
20	300	Texas Workforce Commission	\$21,235,889.48	\$4,706,136.54	22.16%
21	753	San Antonio State University	\$23,775,252.81	\$5,106,976.24	21.48%
22	764	University of Houston - Downtown	\$5,611,322.23	\$1,208,943.60	21.56%
23	401	Adjutant General	\$7,691,007.10	\$1,681,316.63	20.56%
24	307	Secretary of State	\$5,522,760.67	\$1,119,187.77	20.26%
25	710	The Texas A&M University System	\$38,911,285.77	\$8,073,911.71	20.73%

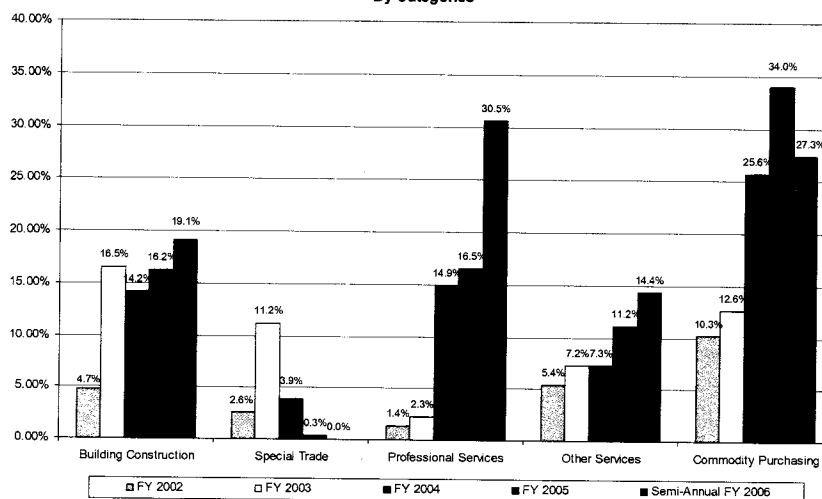
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TTUS Board of Regents



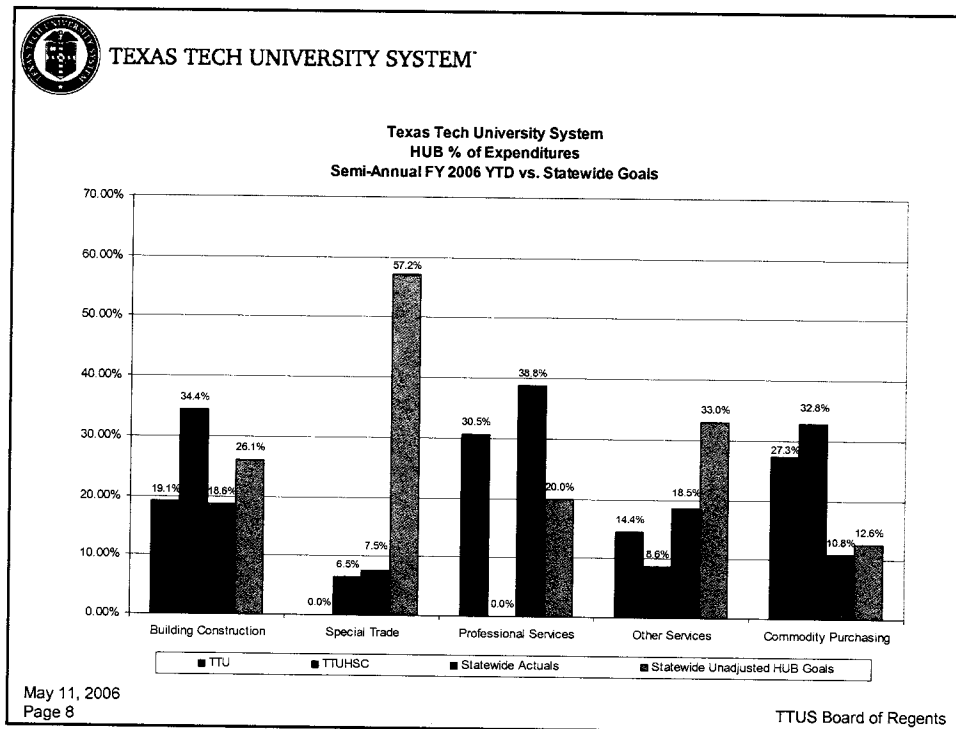
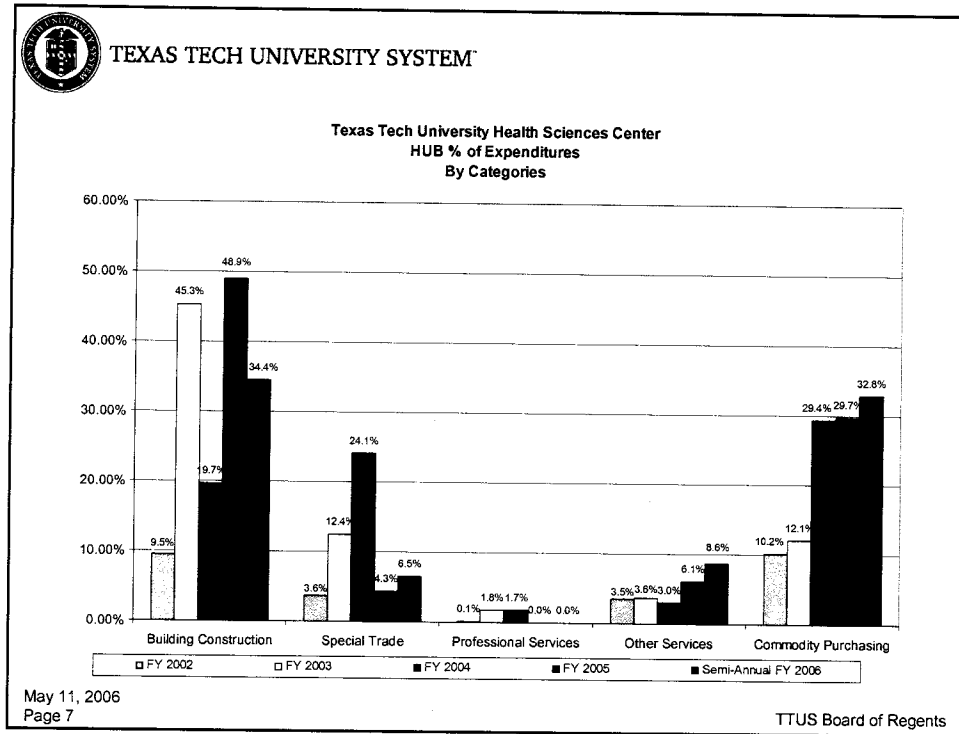
# TEXAS TECH UNIVERSITY SYSTEM

## Texas Tech University HUB % of Expenditures By Categories



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TTUS Board of Regents





President's Report  
Texas Tech University  
Board of Regents Meeting  
May 12, 2006

President Whitmore stated that his comments will be focused on the future. First of all, he applauded the regents and Chancellor Haragan for taking on the important issue of clarifying the roles of the chancellor and the presidents. He also applauded the regents for taking the time to clarify the missions of the System and the two universities and to set an agenda for the future—moving us all from good to great to borrow the title from Jim Collins's book, which he has talked about with a number of the regents from time to time.

Dr. Whitmore provided each regent with a copy of Collins's recent monograph. He wrote this to accompany his original book, *Good to Great*. The monograph is entitled, *Good to Great in the Social Sectors*. In it, the regents will see that Collins considers the universities as social sector organization, different from a business. Indeed, Collins subtitles the monograph, *Why Business Thinking Is Not The Answer*. He goes on to say, however, that most of the principles of *Good to Great* apply to the idea of moving a social sector organization from good to great, but many of the principles need to be adjusted. For example, in defining great, which is what he tries to do in his original book, for universities or for social sectors they must calculate success without all the normal business metrics, performance is measured relative to mission—not financial return. Leadership Five Level is the best kind of leader. Leaders in social sector organizations must get things done within a diffuse power structure. Getting people to follow when they have the option not to, in some cases, is also mentioned. Also, his third principle: first, who—the universities must get the right people on the bus with social sector constraints. He believes by this that Collins means, among other things, not the highest salaries in the world. That is an issue that we face here as a university, as you know. The hedgehog concept is his fourth concept. It states that universities must rethink the economic engine without a profit motive, which is a different way of going at things. Finally, turning the flywheel states that universities can build momentum by building a brand. We are working on that, as we all know. Collins says that the good degree principles do indeed apply to social sector organizations, but with different angles. So, what Dr. Whitmore plans to do is use this book for a retreat by our vice presidents and a series of meetings with the deans this summer to make sure that we understand what our roles are and to make sure working with the board, that we have a plan that syncs with some of the new vision that the regents have. Dr. Whitmore stated that he wanted the regents to have a copy of this monograph so they can see where some of our thinking will be coming from in terms of our work this summer.

Texas Tech University stands ready to work with the regents and with Chancellor Haragan to participate actively in this new effort to move our institutions forward.

Dr. Whitmore thanked the regents for indulging him in this effort.

Dr. Whitmore also distributed the latest edition of the *Vista* magazine, which is a re-working of a former publication done by the Office of Communications and Marketing.

The regents received a publication of the university's accomplishments, which is in a new format. The information is provided to the board at each meeting. Dr. Whitmore encouraged the regents to review the information concerning the efforts and accomplishments of the students, faculty and staff.

Each regent was presented with a red and black Lubbock bag from the marketing conference recently held in Austin.

Dr. Whitmore informed the board that the strategic future is very bright for the university and the system and he is looking forward to working with the board and the interim chancellor in the coming several months to accomplish our goals.

Thank you.

President's Report  
Texas Tech University Health Sciences Center  
Board of Regents Meeting  
May 12, 2006

President Wilson informed the board about the Texas Tech Physician Associates ("TTPA") Program. He noted that the Medical Practice Income Plan ("MPIP") is the building arm for the medical school, which is overseen by the dean. TTPA is the managed care portion of MPIP. As the Texas Tech University Health Sciences Center is a state agency, it is not permitted to enter into a risk contract situation. Therefore, the TTPA was formed in 1990 as a Texas corporation under 501A and now it is a 501C3. The TTPA bylaws were written to name the Health Sciences Center as the member, but the chancellor was authorized to act on behalf of the member. The bylaws also name the president as a member of the board. The TTPA board is going to meet soon to change this so that the president is authorized to act on behalf of the TTPA. This makes sense and this is what all of the other health science centers in Texas do. The reason this is being mentioned is due to the fact that even though the TTPA bylaws had already designated the chancellor to serve in this capacity, the Board of Regents in a meeting on August 22, 1997 did name John Montford as the sole member of TTPA to act on behalf of the Health Sciences Center. There was a board action even though we do not think that there needed to be a board action because it was already written into the bylaws. But, because there was a board action, Dr. Wilson wanted the board to be informed that a formal vote of the TTPA board will be conducted to reverse this action so that the president acts on behalf of the corporation.

Chairman Francis asked if a board action is needed to endorse the TTPA action. Mr. Campbell responded that the action may not be taken until it has been properly posted.

Mr. Campbell noted that he, Dr. Wilson and Chancellor Haragan have discussed the matter and there has been no objection to the action. It was recommended that the item be presented as an item of information only.

Chairman Francis asked if the board objected to the matter being presented as an item of information. There was no objection and the board so moved.

Dr. Wilson presented an update on the search for a founding dean for the School of Medicine in El Paso. The search committee has done a very good job. They worked very fast and there are three finalists that are being brought in this month. It is anticipated that a recommendation will be finalized in early June. It is hoped that we are able to negotiate with the finalist and have that person on board soon. This may be a little difficult due to Dr. Wilson's resignation and the lack of funding for the operations. It is very important to get somebody on board because once the funding does come, and we hope that this happens during the legislative session. First of all, we need to have the founding dean on board to help with the legislative session, but once the funding does come, the campus is really poised to go on a very fast track to get the school up and running. We need to have the founding dean involved with the curriculum in order for the LCME to accredit the provisional accreditation because a lot of work that the

founding dean has to do and have documentation of prior to the cite visit. There is a lot of work that the founding dean has to be involved with. So, from a timing perspective, we need to get somebody on board as soon as possible. Hopefully, by early June we will have a finalist and we will be able to negotiate with that person and get that person on board.

Dr. Wilson stated that this will be his last opportunity to participate in a meeting of the Board of Regents. He wanted to express his appreciation in terms of working with the board. It has been his privilege to be associated both with Texas Tech and the Lubbock community. As Dr. Whitmore mentioned, he commended the board on its recent action in terms of the direction that they are trying to go. Both institutions will benefit. This is the right road to increase academics in both institutions. Dr. Wilson stated that he has enjoyed working with each member of the board and he hopes that the board will continue to call on him if there is any way that he can be helpful. He will gladly submit his perspective as someone who understands the school, but is sufficiently detached in order to be objective. Dr. Wilson encouraged the board to contact him if he may be of assistance.

Thank you.

Chairman Francis noted that Dr. Wilson has been a "bright light" in showing Texas Tech the importance that research will play in the new paradigm of medical schools and the relationship with the academic components moving toward the future. It has been the board's pleasure to have Dr. Wilson here. Chairman Francis reassured Dr. Wilson that the board will call on him for help in the future.

Chancellor's Report  
Texas Tech University System  
Board of Regents Meeting  
May 12, 2006

Board Minutes  
May 12, 2006  
Attachment 15

Dr. Haragan reported that the mission of the Texas Tech University System, as stated in the *Regents' Rules*, is to provide leadership and support services for Texas Tech University and the Texas Tech University Health Sciences Center. We are interested in attainment of the goals of those two institutions. Our job at the System is to support the attainment of those goals. Dr. Haragan noted that he concurs completely with the mission and he is working daily to carry out the board's charge to evaluate the state of the System and make recommendations to the board regarding steps that we might take to make governance more effective and efficient. Dr. Haragan stated that part of that task is simply looking at where we have been. Our System is ten years old. It is a very young System. It is new. With a leadership transition after ten years, it is good that we step back and look at where we have been and look to the future to where we want to be and see what sort of mid-course corrections that we think that we might make, at this time. As long as we are doing that at the System, Dr. Haragan stated that he will be asking the presidents to do the same thing in each of the individual institutions to complete the picture.

During the ten weeks that he has served as interim chancellor, Dr. Haragan noted that each division of the System has had an opportunity to discuss their budget, describe how priorities are set in their unit, how resources are expended and give a brief assessment of the return on investment on their unit. The goal, of course, is to minimize, if possible, administrative overhead and maximize investment in the institutional missions, in their faculty, in their students and in their academic programs.

As we move forward with the evaluation process, there are numerous questions that we need to address. Foremost among these is a plan of action that will allow growth at Texas Tech University without sacrificing quality. Another extremely important issue at both Texas Tech and the Health Sciences Center is our need to leverage research strengths. This will, hopefully, provide for some greater synergy in research between our two institutions. Being located as we are, essentially on a single campus, the opportunities for cooperative research and collaboration are substantial. Certainly, we have not taken full advantage of the situation.

Extending this concept, we must also pursue partnerships with other educational institutions, as well as the private sector, in growing our research capabilities.

Finally, it is important that we remain aware of changes being discussed statewide in education governance. We must be prepared to take advantage of opportunities that might occur and, hopefully, even be able to anticipate changes before they occur.

Dr. Haragan stated that his ultimate challenge is to see that we have a plan in place designed to achieve the goals we have established. This can serve as a baseline for consideration by the new chancellor when he or she arrives.

Dr. Haragan thanked the board for the opportunity to serve Texas Tech.