



TEXAS TECH UNIVERSITY™

Office of the Senior Vice President  
for Administration and Finance

December 19, 2008

The Honorable Rick Perry, Governor  
John Keel, CPA, State Auditor  
John O'Brien, Director, Legislative Budget Board

Gentlemen:

We are pleased to submit the Texas Tech University *Annual Report of Nonfinancial Data* for the year ended August 31, 2008, in compliance with the TEX. GOV'T CODE ANN. § 2101.0115 and in accordance with the instructions for completing the Annual Report of Nonfinancial Data.

The accompanying report has not been audited and is considered to be independent of the institution's *Annual Financial Report*.

If you have any questions, please contact Ray Moran at 806-742-2875.

Sincerely,

A handwritten signature in cursive script that reads "Beverly Cotton".

Beverly Cotton  
Interim Vice President, Administration and Finance

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Attachments

xc: Legislative Reference Library  
Dr. Guy Bailey, President

**TEXAS TECH UNIVERSITY (733)**  
**ANNUAL REPORT OF OTHER REQUIRED INFORMATION**

**Schedule of Bonded Employees** – TTU does not require a bond for any employees.

**Schedule of Space Occupied** – Information on space occupied, including number of square feet rented and occupied in State-owned buildings; building names and addresses; number of square feet devoted to office, warehouse, or other designated use; cost per square foot, cost per month, and annual cost; lessor of all rented space; and other information describing the space utilized by TTU is reported annually to the Texas Higher Education Coordinating Board.

**Schedule of Professional/Consulting Fees and Legal Service Fees** – Included as Attachment A.

**Schedule of Aircraft Operations** – TTU does not own or lease any aircraft.

**Schedule of Itemized Purchases** – TTU is exempt from Government Code, Chapter 2155.

**Master File Report Verification Form** – TTU is exempt from Texas Natural Resources Code, Section 31.155(d).

**HUB Strategic Plan Progress Form** – Included as Attachment B.

**Appropriation Item Transfer Schedule** – There were no appropriation item transfers for TTU.

**Schedule of Vehicles Purchased** – Included as Attachment C.

**Indirect Cost Schedule** – Government Code, Chapter 2106, is not applicable to institutions of higher education.

**Schedule of Lump-Sum Vacation and Compensatory Leave** – TTU paid \$687,263 during Fiscal Year 2008.

**Schedule of State-Owned or Leased Vehicles Used by State Employees** – Included as Attachment D.

**Schedule of Recycled, Remanufactured and Environmentally Sensitive Purchases** – TTU is exempt from Government Code, Chapter 2155.

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Texas Tech University (733)

**PROFESSIONAL/CONSULTING FEES AND LEGAL  
SERVICE FEES**

For the Fiscal Year Ended August 31, 2008

<u>Name</u>	<u>Type of Service Rendered</u>	<u>Amount</u>
<b>Professional/Consulting Fees</b>		
Lubbock Labs	Professional Services	\$ 1,250
MKF Research	Professional Services	5,350
Thoma Engineering	Professional Services	3,000
Total Professional/Consulting Fees		\$ <u>9,600</u>
<b>Legal Service Fees</b>		
Bacon & Thomas	Legal	\$ 34,400
Buche & Associates	Legal	300
Burnes & Levinson	Legal	1,500
Chalker Flores	Legal	31,379
Conley Rose	Legal	34,716
Cohn & Marks	Legal	12,000
Crenshaw, Dupree & Milam	Legal	1,875
Davis, Kinard & Co.	Legal	26,700
Fortkort & Houston	Legal	25,000
Jackson Walker	Legal	26,500
Kammer Browning	Legal	7,000
Nixon Peabody	Legal	4,000
Total Legal Service Fees		\$ <u>205,370</u>

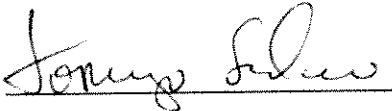
Unaudited

Texas Tech University (733)

Agency 733 - Hub Strategic Plan Progress Report  
For the Year Ended August 31, 2008

(Source: Texas Government Code, Title 10, Subtitle D, Section 2161.124)

Goal = Strategic Plan Hub Goal Actual = % Spent With Hubs From Hub Report	Actual For FY '07	Actual For FY '08	Goal For FY '09
Heavy Construction Other Than Building Contractors	100.0%	17.7%	18.7%
Building Construction, Including General Contractors and Operative Builders Contracts	24.5%	17.1%	17.7%
Special Trade Construction contracts	8.3%	13.40%	14.0%
Professional Services Contracts	22.2%	34.4%	35.0%
Other Services Contracts	10.3%	9.2%	11.0%
Commodities Contracts	29.4%	30.0%	34.0%

Prepared By: 

Printed Name: Lorenzo Sedeno

Phone Number: 806-742-4440

Approved: 

Printed Name: Beverly Cotton

Phone Number: 806-742-4250

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**Texas Tech University (733)**

**PASSENGER VEHICLE PURCHASE -  
APPROPRIATED FUNDS**

For the Fiscal Year Ended August 31, 2008

<u>Make &amp; Model</u>	<u>Purchase Price</u>	<u>Assigned Use</u>	<u>Fuel Efficiency</u>
2008 Chevrolet HHR	\$ 15,607	Physical Plant	22 City / 30 Hwy
2008 Chevrolet HHR	\$ 15,607	Physical Plant	22 City / 30 Hwy

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Texas Tech University (733)

Personal Use of State Vehicles  
FY08

NAME	JOB TITLE/ DEPARTMENT	LICENSE NUMBER	YEAR	MODEL/TYPE	PURPOSE
R. Seacrist	Director, Chief Texas Tech Police	78CLD3	2006	Chevrolet Tahoe	Emergency Response
G. Hoffman	Assistant Chief, Major Texas Tech Police	673HPN	2005	Chevrolet Sedan	Emergency Response
M. Bland	Assistant Chief, Major Texas Tech Police	675HPN	2005	Chevrolet Sedan	Emergency Response
K. Evans	Captain Texas Tech Police	700YNX	2007	Dodge Sedan	Emergency Response
H. Steele	Captain Texas Tech Police	699YNX	2007	Dodge Sedan	Emergency Response
L. Clendenning	Captain Texas Tech Police	520PLS	2007	Ford Sedan	Emergency Response
C. Miller	Lieutenant Texas Tech Police	Y04PZC	2004	Ford Sedan	Emergency Response
M. Miller	Lieutenant Texas Tech Police	862XZK	2007	Dodge Sedan	Emergency Response
D. Parker	Lieutenant Texas Tech Police	519PLS	2006	Chevrolet Sedan	Emergency Response
S. Hinkie	Lieutenant Texas Tech Police	863XZK	2007	Dodge Sedan	Emergency Response
M. Hyatt	Lieutenant Texas Tech Police	674HPN	2005	Chevrolet Sedan	Emergency Response
R. Alacron	Section Coordinator San Antonio Admissions	821466	2002	Chevrolet Sedan	Safety
G. Cervantes	Section Coordinator San Antonio Admissions	898689	2005	Dodge Sedan	Safety
J. Reyes	Section Coordinator San Antonio Admissions	821464	2002	Chevrolet Sedan	Safety
C. Ramirez	Section Coordinator Houston Admissions	898691	2005	Dodge Sedan	Safety
D. Meinders	Section Coordinator Houston Admissions	898690	2005	Dodge Sedan	Safety
A. Hughes	Section Coordinator Houston Admissions	821461	2002	Chevrolet Sedan	Safety
M. Thomas	Section Coordinator Dallas Admissions	821462	2002	Chevrolet Sedan	Safety
J. Offutt	Section Coordinator Dallas Admissions	821463	2002	Chevrolet Sedan	Safety
K. Spriggins	Section Coordinator Dallas Admissions	898886	2005	Dodge Sedan	Safety
C. Felton	Section Coordinator Dallas Admissions	1016365	2007	Chevrolet Sedan	Safety

I hereby certify that the Texas Tech University employees listed above are authorized to use the state vehicles as described for commuting to and from work after normal hours to ensure the security and safety of the students, on duty employees, and assets of Texas Tech University.

  
Beverly Cotton, Interim Vice President