
AGENDA

UNIVERSITY OF HOUSTON SYSTEM FINANCE AND ADMINISTRATION COMMITTEE MEETING

DATE: Thursday, May 21, 2020

TIME: 3:15 PM

PLACE:

Chair: Beth Madison
Vice Chair: Jack B. Moore
Members: Durga D. Agrawal
Alonzo Cantu
John A. McCall, Jr.
Alvaro De La Cruz
Tilman J. Fertitta, Ex Officio

- I. **Finance and Administration Committee Meeting**
- A. Call to Order
 - B. Report on the Impact, Planning and Actions regarding COVID-19 for the University of Houston System – University of Houston System 3
 - C. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts exceeding \$1 million for the purchase of goods or services, excluding construction contracts, at the University of Houston System - University of Houston System 4
 - D. Approval is requested to delegate authority to the Chancellor to negotiate and execute all contracts and required closing documents related to the purchase of real property near University of Houston-Victoria – University of Houston System 6
 - E. Approval is requested to establish a tuition and fee rate structure for UH Extend program at the University of Houston - University of Houston 9
- II. **Executive Session**
- A. Consultation with System Attorney Regarding Legal Matters and/or Contemplated Litigation or Settlement Offers
TEXAS GOV'T CODE SECTION 551.071
 - B. Deliberations Regarding the Purchase, Exchange, Sale or Value of Real Property
TEXAS GOV'T CODE SECTION 551.072

- C. Deliberations Regarding a Prospective Gift
TEXAS GOV'T CODE SECTION 551.073
- D. Personnel Matters Relating to Appointment, Employment, Evaluation, Assignment, Duties, Discipline, or Dismissal of Officers or Employees, including but not limited to the Chancellor, Vice Chancellors, in the Division of Athletics and members of the Board of Regents
TEXAS GOV'T CODE SECTION 551.074

III. **Report and Action from Executive Session**

IV. **Adjourn**

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Finance and Administration

ITEM: Report on the Impact, Planning and Actions regarding COVID-19 for the University of Houston System

DATE PREVIOUSLY SUBMITTED:

SUMMARY:

Mr. Jim McShan, Senior Vice Chancellor for Administration and Finance, will present to the Committee a report on the impact of COVID-19 on the System component universities and the planning and actions underway at each university to address the impact of this pandemic.

SUPPORTING DOCUMENTATION: Presentation

FISCAL NOTE: None

**RECOMMENDATION/
ACTION REQUESTED:** Information

COMPONENT: University of Houston System

Jim McShan Approved via email _____ 05-04-2020 _____
SENIOR VICE CHANCELLOR Jim McShan **DATE**

Renu Khator - Approved via email _____ 05/15/2020 _____
CHANCELLOR Renu Khator **DATE**

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Finance and Administration

ITEM: Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts exceeding \$1 million for the purchase of goods or services, excluding construction contracts, at the University of Houston System.

DATE PREVIOUSLY SUBMITTED: N/A

SUMMARY:

Approval is requested for contracts that are expected to exceed \$1 million that are associated with the the purchase of goods or services, excluding construction contracts, at the University of Houston System. Board of Regents policy 55.01.01 states that the board must approve any contract, including any amendment, extension, or renewal thereto, that results in the value of the contract exceeding \$1 million throughout the term of the contract.

SUPPORTING DOCUMENTATION: Summary of Contracts

FISCAL NOTE: See supporting documentation for value of each contract.

**RECOMMENDATION/
ACTION REQUESTED:** Administration recommends approval of this item

COMPONENT: University of Houston System

<u>Jim McShan Approved via email</u>	<u>05-04-2020</u>
SENIOR VICE CHANCELLOR Jim McShan	DATE
<u>Renu Khator - Approved via email</u>	<u>05/15/2020</u>
CHANCELLOR Renu Khator	DATE

University of Houston System
Summary of Goods and Services Contracts Greater than \$1 Million
F&A Committee - May 2020

Component	Project	Procurement Method	Vendor	Purpose	Term	\$ Amount	Funding Source	HUB Goal	Comments
Goods and Services Contracts Greater than \$1 Million									
UHS	Customer Relationship Management System	Request for Proposal	Campus Management Corporation	Second amendment to the contract for hosted Customer Relationship Management Software which is used to manage relationships with prospective and current students from their initial point of contact to graduation. The system provides implementation guidance, training materials, best practices documentation, presentations, websites, marketing microsites, and landing pages. The amendment is to extend the term and add UH so all campuses share a contract.	Initial Term: 4 years Optional Term 1: 6 months Optional Term 2: 2 years	Initial Term: \$682,000 Optional Term 1: \$161,000 Optional Term 2: \$570,000	Designated	N/A	The current amendment average annual cost is \$285,000.
UHD	Digital Marketing	Request for Proposal	Brand Value Accelerator, LLC	Second amendment to the contract for the UHD digital marketing campaign used to generate leads for students, adding services for the Davies College of Business.	Initial Term: 22 months Optional Term 1: 1 year Optional Term 2: 1 year	Initial Term: \$597,117 Optional Term 1: \$325,700 Optional Term 2: \$550,700	Designated	12.00%	The current amendment average annual cost is \$550,000 but adds services for an additional College.
UH	Library Subscription Services	Request for Proposal	TBD	Selection of a vendor to assist the library with the management of approximately 3,350 annual subscriptions, including various journal and periodical titles as well as titles published as monographic series (i.e., books). The subscribed publications include both print and online resources. The vendor would act as an authorized agent of the library and interact with individual publishers on the library's behalf.	Initial Term: 3 years Optional Term: 2 years	Initial Term: \$18,465,000 Optional Term: \$14,230,000	Designated	26.00%	The initial term annual average cost is \$6,152,000.
UH	Athletics Production Services	Request for Proposal	TBD	The UH Athletics Department is seeking a production company to package events for production so that they can comply with the American Athletics Conference requirements. There is an enhanced television agreement beginning in Academic Year 2020-2021, and Athletics is required to produce a set number of events per year for three years (50, 75, and 100 first 3 years), and expects that this requirement will grow in the optional period. Use of a contract vendor provides Athletics with flexibility in the production needs.	Initial Term: 3 years Optional Term: 2 years	Initial Term: \$1,912,500 Optional Term: \$2,337,500	Auxiliary	26.00%	The initial term annual average cost is \$637,500.
UH	Ambulatory Surgical Center	Request for Proposal	TBD	The UH College of Optometry is seeking a company or companies to provide medical management and revenue cycle management for the Ambulatory Service Center. The Ambulatory Service Center offers eye surgery to the patients seen at the University Eye Institute as well as private optometrists throughout the greater Houston area, and also provides educational opportunities for peri-operative care for optometry students.	Initial Term: 3 years Optional Term: 2 years	Initial Term: \$8,400,000 Revenue \$6,000,000 Expense Optional Term: \$5,600,000 Revenue \$4,000,000 Expense	Designated	26.00%	The initial term annual average is \$2,800,000 revenue and \$2,000,000 expense.
UHV	Distance Education Program - China	Revenue Agreement	Beacon Education and Technology Company, Ltd.	The University of Houston Victoria is contracting with Beacon Education and Technology Company, Ltd, to establish an online distance learning program for students in China. The vendor will recruit students for the UHV School of Business Administration and UHV faculty will teach all courses.	Initial Term: 5 years	Initial Term: \$6,000,000	Designated	N/A	The initial term annual average revenue is \$1,200,000.
Real Property and Lease Contracts BOR 55.01.01									
UHCL	Pipeline Easement	Revenue Agreement	Baymark Pipeline LLC	Provide a permanent easement for the purpose of the construction, operation, and maintenance of an underground pipeline. 5	Initial term: in perpetuity	Initial Term: \$67,895 (proposed)	Designated	N/A	The easement is perpetual, but contains an abandonment clause. The final settlement amount is being negotiated.

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Finance and Administration

ITEM: Approval is requested to delegate authority to the Chancellor to negotiate and execute all contracts and required closing documents related to the purchase of real property near University of Houston - Victoria.

DATE PREVIOUSLY SUBMITTED:

SUMMARY:

Approval is requested to delegate authority to the Chancellor to negotiate and execute all necessary purchase and sale agreements and all related contracts and closing documents, in accordance with Board of Regents Policy 55.01, to purchase land contiguous to the University of Houston - Victoria. This additional land will allow the University of Houston - Victoria to optimally site its residential campus expansion.

SUPPORTING DOCUMENTATION: Map and Summary Sheet

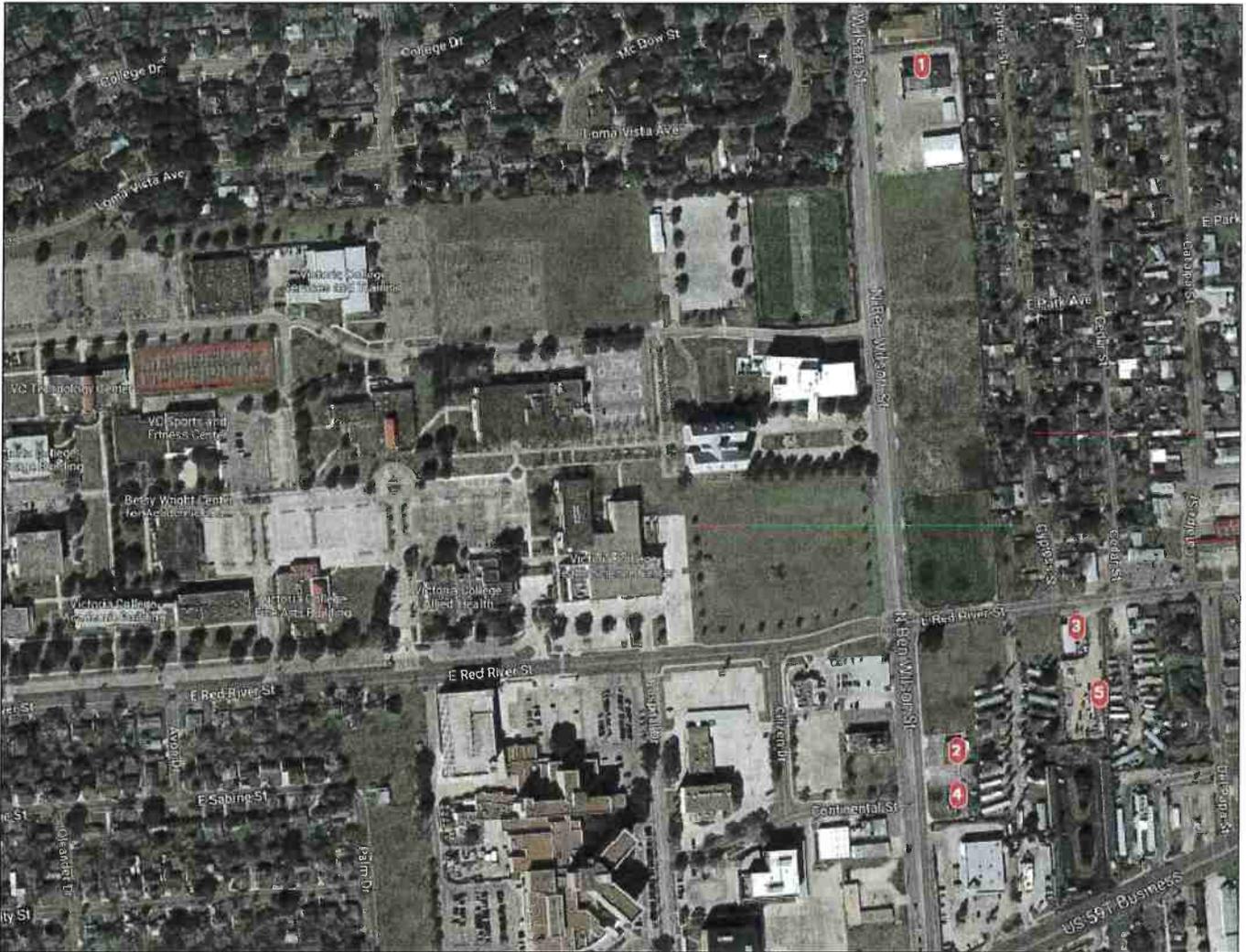
FISCAL NOTE: Will submit offer with favorable closing terms for the System

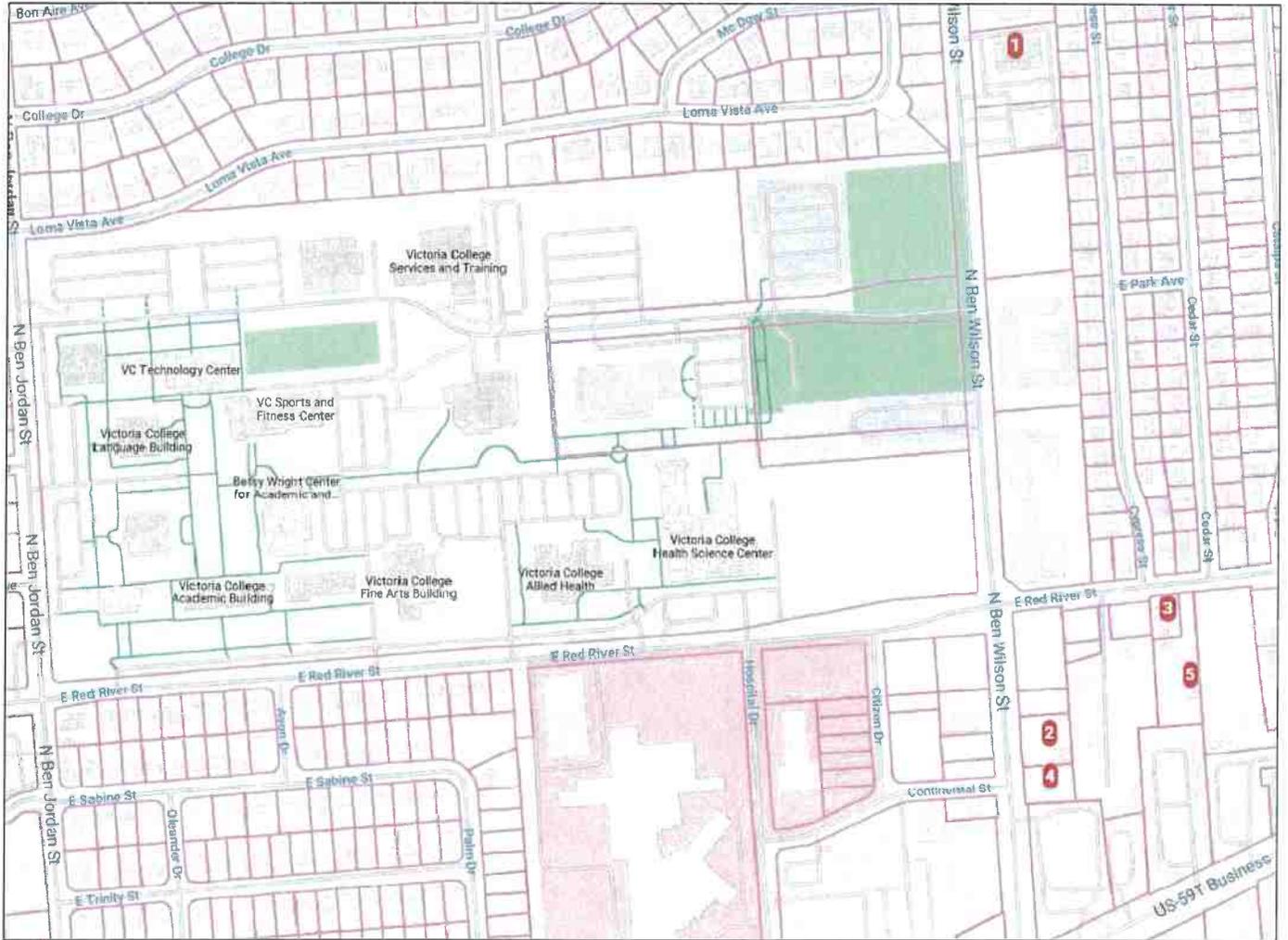
**RECOMMENDATION/
ACTION REQUESTED:** Administration recommends approval of this item

COMPONENT: University of Houston System

Jim McShan Approved via email _____ 05-04-2020 _____
SENIOR VICE CHANCELLOR Jim McShan **DATE**

Renu Khator - Approved via email _____ 05/15/2020 _____
CHANCELLOR Renu Khator **DATE**





**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Finance and Administration

ITEM: Approval is requested to establish a fee structure for the UH Extend initiative at the University of Houston.

DATE PREVIOUSLY SUBMITTED:

SUMMARY:

Approval is requested to establish a fee structure for UH Extend, University of Houston's initiative to offer 100% online instruction to students regardless of their location. UH Extend will be a new source of revenue for the University of Houston and enable the university to compete with other universities in the online (distance) education business. The plan is to launch this initiative in Fall 2020 with initial degree programs being offered in business, education, and engineering.

Policies governing tuition, fees, and other charges are approved by the Board of Regents of the University of Houston System and comply with applicable state statutes. Tuition and fees are subject to change by legislative or Board action and become effective on the date enacted.

SUPPORTING DOCUMENTATION: Tuition and fee presentation

FISCAL NOTE: None

**RECOMMENDATION/
ACTION REQUESTED:** Administration recommends approval of this item

COMPONENT: University of Houston

<hr/> PRESIDENT	Renu Khator	<hr/> DATE
Jim McShan Approved via email		05-04-2020
SENIOR VICE CHANCELLOR	Jim McShan	DATE
Renu Khator - Approved via email		05/15/2020
<hr/> CHANCELLOR	Renu Khator	<hr/> DATE