

Texas Woman's University Regent Policy

Regent Policy Name: Capital Construction Projects

Regent Policy Number: Regent Policy: E.50400

POLICY STATEMENT

This policy outlines the requirements for Texas Woman's University System ("System") Board of Regents ("Board") approval and delegation of authority to the Chancellor and President to enter into contracts necessary to complete a capital construction project.

APPLICABILITY

This policy is applicable to TWU Students, Employees, Guests, and University Affiliates.

DEFINITIONS

1. "Capital Construction Project" means any work involving the construction, repair, renovation, or rehabilitation of buildings, facilities or outdoor space, or other permanent improvements on property owned by (and in certain cases leased by) the Texas Woman's University System ("System") or Texas Woman's University ("University") accomplished by a construction contract(s), System or University personnel, purchase order(s) or any work which is designed, in whole or in part, by a contracted architect or engineer.
2. "Employee" means an individual who is employed part-time, full-time, or in a temporary capacity as faculty, staff, or who is required to be a student as a condition of employment, undergraduate or graduate.
3. "Guest" means any individual not affiliated with TWU.
4. "Pre-Construction Activities" means the work of an architect or engineer design team, design assistance from a design-build team or construction manager at risk firm, environmental surveys, site survey, soils investigation work, utility re-routing, building and site demolition work and any other activity may be required to design the capital construction projects and prepare the site for construction.
5. "Student" means a person taking courses at TWU, a person who is not currently enrolled in courses but who has a continuing academic

relationship with TWU, or a person who has been admitted or readmitted to TWU.

6. “University Affiliate” means any individual associated with TWU in a capacity other than as a Student or Employee who has access to TWU resources through a contractual arrangement or other association. This includes the following individuals:
 - a. Contractors and Vendors: an individual, business, or governmental entity that has a fully executed contract to provide goods or services to TWU. This includes employees of contractors or vendors and independent contractors.
 - b. Employee of a Governmental Agency: an individual employed by a federal or Texas state agency.
 - c. Employee of a TWU-Affiliated Institution: an individual who works for organizations that are tightly aligned with the University.
 - d. Pre-Employment Individual: an individual who will be hired by the University and the hiring department has sponsored their access to TWU resources.
 - e. Other University Affiliate: any individual who does not fit into any other category and needs access to TWU resources.

POLICY

I. General Requirements

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| Section 1 | A capital construction project must not be separated into smaller segments of funding, cost, work or function to avoid the approval by a higher administrative authority. |
| Section 2 | All capital construction projects will be managed by Facilities Management & Construction. |
| Section 3 | All capital construction projects must comply with state and federal laws and TWU policies. |

II. Minor Construction Projects

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| Section 1 | A minor construction project is any capital construction project and related pre-construction activities with a scope of \$999,999.99 or less in cost. |
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- Section 2 For minor construction projects, the Chancellor and President or designee is hereby authorized to:
- 2.1 Appropriate funds to provide project funding;
 - 2.2 Select and contract with architect/engineer design teams and construction contractors;
 - 2.3 Award, execute and administer contracts;
 - 2.4 Perform any actions necessary to complete construction and rehabilitation; and
 - 2.5 Sub-delegate any or all provisions of this delegation and report such sub-delegations to the Board in accordance with Regent Policy E.50200: Signature Authority for Contracts and Agreements. The Chancellor and President or designee specifically reserves the authority to appropriate funds from debt proceeds.
- Section 3 If changes in a minor construction project cause the project budget to fall within the cost of a major construction project, then the project must be brought to the Board for approval.

III. Major Capital Projects

- Section 1 A major construction project is any capital construction project and related pre-construction activities with a scope of \$1,000,000 or more in cost.
- Section 2 Major construction projects must be presented to the Board for approval when a scope and budget are defined and prior to any construction contract execution.
- Section 3 Upon Board approval, the Chancellor and President is authorized to enter into all contracts necessary to construct and complete the major construction project.
- Section 4 The Chancellor and President is authorized to expend institutional funds up to 5% of the anticipated total project cost to more accurately resolve scope and cost confirmations for the proposed project prior to Board approval.

IV. Bond Financing

- Section 1 Proceeds from the Board-approved sale of bonds to fund a capital construction project that exceeds the approved budget may be

utilized to provide supplemental funding for or increase the scope of the same project.

Section 2 The Board delegates authority to the Chancellor and President to expend funds as stated in the previous section.

REVIEW

This policy will remain in effect and published until it is reviewed, updated, or archived. This policy is to be reviewed once every six years. Interim review may be required as a result of updates to federal and state law or regulations, or internal processes or procedures.

REFERENCES

[Regent Policy E.50200: Signature Authority for Contracts and Agreements](#)

[Regent Policy E.50120: Transfer of Unexpended Project Funds](#)

[URP 04.360: Purchase of Goods and Services](#)

FORMS AND TOOLS

None

Adopted: August 15, 2025

Revised: (Month Day, Year)