## Ethics and Governance

### Compliance Calendar

Revised date: 3/24/17

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Report Name</th>
<th>Previous Reporting Period</th>
<th>Previous Report Date</th>
<th>Next Report Due</th>
</tr>
</thead>
</table>
| As Needed (regents generally appointed in even numbered years) | MSU Board of Regents Required Training:  
  - Public Funds Investment Act (Texas Government Code 2256) within six months after taking office | Regents  
Sweatt & Ayres appointed 3/7/2016 | Completed:  
• Sweat  4/4/16  
• Ayres  4/5/16 | Likely 2018 |
|                           | MSU Board of Regents Required Training:  
  - Open Meetings and Records Training (TGC 551.005 and 012) not later than the 90th day after taking office | Regents  
Sweatt & Ayres appointed 3/7/2016 | Completed:  
• Sweat  3/14/16  
• Ayres  3/23/16 | Likely 2018 |
|                           | MSU Board of Regents Required Training:  
  - Intensive Short Course by THECB (Texas Education Code 61.0841) – must complete before voting on a budgetary or personnel matter | Regents  
Sweatt & Ayres appointed 3/7/2016 | Completed:  
• Sweat  3/16/16  
• Ayres  4/4/16 | Likely 2018 |
|                           | MSU Board of Regents Required Training:  
  - THECB Full Training (TEC 61.084) – within first year of appointment | Regents  
Sweatt & Ayres appointed 3/7/2016 | Completed:  
• Sweat  2/18/17  
• Ayres – | Likely 2018 |

As Needed  
Investment officers must also receive training within six months of appointment and not less than once every two years.  
**(SHOULD BE REPORTED THROUGH THE ADMINISTRATION AND FINANCE COMPLIANCE CALENDAR)**

January

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>January</td>
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| February | Post Notice of Open meeting no less than 72 hours before meeting commences as required by TGC Chapter 551  
• On-line with the Secretary of State  
• In a readily accessible location (outside Bridwell Hall and outside Hardin Administration Building) (551.055)  
• At the Wichita County Courthouse (551.055)  
• In the student newspaper if an issue is published between the time of the posting and the time of the meeting (551.055)  
• Post on the internet the written agenda and related supplemental written materials provided to the Board in advance of the meeting (551.1281) | February 2017 | February 2018 |
| March    |                                                                                   |                           |                      |                 |
| April    |                                                                                   |                           |                      |                 |
| May      | Board of Regents Standards of Conduct, Conflicts of Interest, Ethics, and Personal Financial Statement Acknowledgment – this acknowledgement is given to and must be signed by each member of the Board of Regents at each May Board meeting.  
[Conduct Ethics Financial Acknowledgement Form.docx](#) | 2015 Statement with acknowledgement at May Board Meeting | May 2016 | May 2017 |
| May      | Post Notice of Open meeting no less than 72 hours before meeting commences as required by TGC Chapter 551  
• On-line with the Secretary of State  
• In a readily accessible location (outside Bridwell Hall and outside Hardin Administration Building) (551.055)  
• At the Wichita County Courthouse (551.055)  
• In the student newspaper if an issue is published between the time of the posting and the time of the meeting (551.055)  
• Post on the internet the written agenda and related supplemental written materials provided to the Board in advance of the meeting (551.1281) | May 2016 | May 2017 |
<p>| June     |                                                                                   |                           |                      |                 |
| July     |                                                                                   |                           |                      |                 |</p>
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| August   | Post Notice of Open meeting no less than 72 hours before meeting commences as required by TGC Chapter 551  
- On-line with the Secretary of State  
- In a readily accessible location (outside Bridwell Hall and outside Hardin Administration Building) (551.055)  
- At the Wichita County Courthouse (551.055)  
- In the student newspaper if an issue is published between the time of the posting and the time of the meeting (551.055)  
- Post on the internet the written agenda and related supplemental written materials provided to the Board in advance of the meeting (551.1281) | August 2016 | August 2017 |
| September |             |                          |                      |                 |
| October  |             |                          |                      |                 |
| November | Section 51.4031 of the Texas Education Code mandates that public universities, using a format prescribed by the Texas Higher Education Coordinating Board, prepare an annual report for their governing boards on affordability and access and submit to them not later than November 1 of each year. Report is prepared by Institutional Research and Assessment. | FY 16 | 11/1/16 | 11/1/17 |
|          | University investment officer shall prepare and deliver a report on the Public Funds Investment act to the Board of Regents not later than the 180th day after the last day of each regular legislative session (TGC 2256.007) | 84th legislative session | 85th Session | 11/25/17 |
|          | Post Notice of Open meeting no less than 72 hours before meeting commences as required by TGC Chapter 551  
- On-line with the Secretary of State  
- In a readily accessible location (outside Bridwell Hall and outside Hardin Administration Building) (551.055)  
- At the Wichita County Courthouse (551.055)  
- In the student newspaper if an issue is published between the time of the posting and the time of the meeting (551.055)  
- Post on the internet the written agenda and related supplemental written materials provided to the Board in advance of the meeting (551.1281) | November 2016 | November 2017 |
| December |             |                          |                      |                 |