



TEXAS HIGHER EDUCATION COORDINATING BOARD

P.O. Box 12788 Austin, Texas 78711

Fred Farias III, O.D.
CHAIR

Donna N. Williams
VICE CHAIR

Vacant
SECRETARY OF THE BOARD

Matthew B. Smith
STUDENT REPRESENTATIVE

S. Javaid Anwar
Richard L. Clemmer
Robert P. Gauntt
Emma W. Schwartz
R. Sam Torn
Welcome Wilson, Jr.
Daniel O. Wong

Harrison Keller, Ph.D.
COMMISSIONER
OF HIGHER EDUCATION

(512) 427-6101
Fax (512) 427-6127

Web site:
<http://www.highered.texas.gov>

January 21, 2022

Dr. Jennifer Kent, President
Victoria College
2200 E. Red River Street
Victoria, Texas 77901

Dear Dr. Kent,

Victoria College complied with relevant Coordinating Board rules and regulations for enrollment data used for formula funding and with Texas Administrative Code (TAC) Title 19, Part 1, Chapter 13, Subchapter F, Sections 13.100-13.109 in the areas of contact hour eligibility, tuition payments, and enrollments.

Summary

Our review included tests of relevant enrollment data reported and certified by Victoria College for accuracy and completeness in accordance with TAC, Title 19, Part 1, Chapter 13, Subchapter F, Sections 13.100-13.109.

Our desk review focused on the following enrollment data and time periods:

- Semester Credit Hours and Tuition Payments for CBM001 (Student Report) during summer semester 2020, fall semester 2020, and spring semester 2021;
- Contact Hours and Enrollment for CBM004 (Class Report) during summer semester 2020, fall semester 2020, and spring semester 2021; and
- Contact Hours and Enrollment for CBM00C (Continuing Education Class Report) during summer semester 2020, fall semester 2020, and spring semester 2021.

Our work included procedures to verify:

- Student tuition payment was received in accordance with requirements;
- Reported contact hours were eligible for formula funding;
- Reported enrollment was eligible for formula funding; and
- Evidence of academic credentials were maintained to support instructor qualifications.

This Compliance Monitoring report will be presented to the Texas Higher Education Coordinating Board (THECB) Committee on Agency Operations, a standing committee of the THECB Board, on April 27, 2022.

The cooperation of your staff during this review is greatly appreciated. If you have any questions or comments on the conduct of this review, please let me know.

Sincerely,

Mark A. Poehl, CPA, CIA, CISA, CFE
Assistant Commissioner, Internal Audit and Compliance

PERFORMED BY:

Ms. Jamyen Robinson-Hall, Senior Compliance Specialist

CC:

**THECB
Board Members**

Commissioner's Office

Dr. Harrison Keller, Commissioner of Higher Education
Mr. Rey Rodriguez, Deputy Commissioner and Chief of Staff
Ms. Lori Fey, Deputy Commissioner, Data Analytics and Innovation
Mr. Ray Martinez, Deputy Commissioner, Academic and Workforce Education
Ms. Nichole Bunker-Henderson, General Counsel

Data Analytics and Innovation

Ms. Emily Cormier, Assistant Commissioner, Strategic Planning and Funding

Victoria College

Mr. V Bland Proctor, Chair, Board of Trustees
Ms. Cindy Buchholz, Executive Vice President-Chief Academic Officer
Mr. Edrel Stoneham, Vice President of Student Services
Ms. Madelyne Tolliver, Director of Admissions and Registrar

Texas Association of Community Colleges

Mr. Jacob Fraire, President and Chief Executive Officer

State Auditor's Office

Internal Audit Coordinator

Sunset Advisory Commission

Ms. Jennifer Jones, Director

Office of the Governor-Budget and Policy Division

Ms. Sarah Hicks, Budget and Policy Director

Legislative Budget Board

Mr. Christopher Mattsson, Assistant Director