

WTC SB 17 FY2026 COMPLIANCE VERIFICATION AUDIT

Texas Education Code § 51.3525

Review Period: State Fiscal Year 2026

Primary

Leadership Team

Date

August 12, 2026

Reviewers:

Completed:

Instructions: Mark C (Compliant), A (Action Needed), or N/A (Not Applicable) after reviewing actual FY2026/current source records. In Initials / Notes, identify records reviewed, dates and any sampling; document findings, exceptions and corrective action. Retain supporting records or an evidence index with this audit.

C/A/N/A	Review Area	Confirmation Required	Evidence to Review	Initials-Date / Notes
☒ ☐ ☐	Organizational Structure <i>assigned to Chief Institutional Effectiveness and Strategy Officer (CIESO)</i>	Across all units, no office, unit, committee, employee group, employee, or contractor is established, assigned, or functioning to perform prohibited DEI-office duties.	Org charts; unit/committee rosters and charges; staffing/reorganization records; related webpages.	DS - 8/7/26
☒ ☐ ☐	Position Descriptions <i>assigned to Human Resource Director (HRD)</i>	No employee has formal or informal duties that perform prohibited DEI-office functions; all FY2026 position and duty changes were reviewed.	Position descriptions; duty/goal assignments; change/reassignment records; supervisor documentation.	DL 8/10/26
☒ ☐ ☐	Contracts <i>assigned to Vice President for Finance and Administrative Operations</i>	No third party is engaged to perform prohibited DEI-office duties or prohibited DEI training or program functions.	Contract/vendor register; agreements/SOWs; POs; invoices/deliverables; training/service contracts.	PC 8-11-2026
☒ ☐ ☐	Hiring Practices <i>assigned to HRD</i>	Hiring materials do not solicit or require DEI statements, consider such statements, or give prohibited preference based on race, sex, color, ethnicity, or national origin.	Postings; applications; screening/interview questions; rubrics; selection/score records; hiring procedures.	DL 8/10/26
☒ ☐ ☐	Required Training <i>assigned to HRD</i>	No person is required to complete prohibited DEI training as a condition of enrollment or an institutional function; required legal approvals exist for any permitted training.	Onboarding/orientation; LMS/required-training lists; assignments/completions; counsel/THECB approvals, if applicable.	DL 8/10/26
☒ ☐ ☐	Programs and Activities <i>assigned to CIESO and Chief Marketing and Events Officer</i>	Institution programs, events, outreach, benefits, and promotions do not create prohibited DEI functions or preferences; any statutory exclusion or exception is documented.	Program calendars/files; eligibility criteria; registration/event materials; marketing/web/social; outreach; grant/accreditation support.	DS - 8/7/26 LS - 8/11/26
☒ ☐ ☐	Policies <i>assigned to CIESO and Vice President for Academic Affairs</i>	Policies/procedures provide appropriate discipline, including termination when warranted, for employee or contractor violations; compliance expectations are documented.	Board policies; handbook; disciplinary procedures; contractor terms; SB17 guidance/communications/acknowledgments.	DS - 8/7/26 SD 8/12/26
☒ ☐ ☐	Complaints and Concerns <i>assigned to HRD</i>	All known FY2026 SB17 concerns or complaints were logged, reviewed, resolved, and closed, with corrective action documented when applicable.	Complaint/issue log; reports; investigation/review files; corrective-action and closure records; no-complaint memo if none.	DL - 8/10/26 See compliance Issue Log
☒ ☐ ☐	Legal Exceptions <i>reviewed by President</i>	Any activity treated as federally required or otherwise excluded or excepted was documented with its legal basis; all approvals required by § 51.3525 were obtained before implementation.	Legal memo/review; federal/court authority; counsel/THECB approvals/submissions when required; grant/accreditation terms.	DL - 8/12/2026

President: Dr. Laurie Sharp

Signature:

Laurie Sharp
Internal compliance working document - FY2026

Date:

08/12/2026

WTC SB 17 FY2026 COMPLIANCE ISSUE AND CONCERN TRACKING LOG

Texas Education Code § 51.3525

Review Period: State Fiscal Year 2026 Log Custodian: Human Resource Director (HRD) Review Date: August 12, 2026

Instructions: Enter each SB 17 complaint, concern, possible noncompliance, or corrective action identified during FY2026. Record enough detail to trace each entry to its supporting documentation. Use file/reference numbers when possible and avoid unnecessary sensitive information.

Determination: C = Compliant | A = Action Needed | N/A = Not Applicable No-Activity Certification: ☐ None received or identified during FY2026.

Log #	Date Received/Identified	Concern or Issue Summary	Review / Evidence Examined	Determination C / A / N/A	Corrective Action / Resolution	Date Closed	Supporting Record / File Ref.
001	4/6/2026	Lack of support from athletic Director. Lack of clear communication	Tanya Lytle Dr. Laurie Sharp Mr. Ralph Ramon	C	no corrective action required.	4/23/26	HR office Bldg 15, off. 107 Secluded closet

Annual Log Review: All entries above have been reviewed for documentation of the concern/issue, evidence examined, determination, corrective action or resolution, and closure status, as applicable.

HRD: Tanya Lytle Signature: Tanya Lytle Date: 8/10/26
Retain this log with supporting FY2026 SB 17 compliance documentation. Internal compliance working document - FY2026