

## 01 TPIA A Proceedings AGENCY

October 02, 2025

Via email: Public Information Officer, Texas Tech University System — publicinfo@ttu.edu

Re: Texas Public Information Act Request – Proceedings/Communications (June 1, 2023 – October 2, 2025)

To the Public Information Officer:

Pursuant to the Texas Public Information Act (Tex. Gov't Code ch. 552), I request the following records for the period June 1, 2023 – October 2, 2025:

- 1) Communications, memoranda, notes, meeting agendas/minutes, tasking directives, and decision records concerning: professionalism proceedings, interim suspension, Criminal Trespass Warning (CTW), Appeals Panel and dismissal hearings, transcript hold, and Title IV interactions.
- 2) Messages (email and non-email) sent or received by the following custodians reasonably likely to possess responsive records: Registrar (Amanda McSween); Financial Aid (Melissa Mullins); Simon C. Williams, Ph.D.; Shaughn M. Nunez, M.D.; Rachel Forbes; Felix Morales; Renee Posey; Darren Gibson; David Trotter; TTUHSC Police Chief and Records Unit; Student Affairs; General Counsel liaisons for TTUHSC SOM; Maxient system admin; Department of Medical Education (DOME); P3 block/course directors; LMS administrators (Sakai); Educational Media; IT eDiscovery/Email Admin; and clerkship/rotation leadership and site directors/coordinators for Pediatrics, OB/GYN, Psychiatry, and Family Medicine; preceptors assigned to me; course administrators and scheduling coordinators; and their departmental/MedHub counterparts for the date range. Include any individual who held these roles during the period, as identified from MedHub rosters, departmental lists, and calendars (including but not limited to Letha McGraw).
- 3) Search should include agency email, document repositories, collaborative tools, and mobile/IM platforms used for agency business (e.g., Outlook/Exchange, Teams/SharePoint, SMS/iMessage, GroupMe, WhatsApp, Signal, Slack), including any agency-managed personal devices where public business was conducted, consistent with Gov't Code § 552.004 and SB 944.

### Format & Production:

- Please provide records electronically in reasonably usable formats (e.g., PDF, CSV, EML/MSG, native files where practical).
- Please produce on a rolling basis as records are located and processed.
- If any portion is unclear or burdensome, please propose reasonable narrowing.
- Please enumerate the custodians/roles and the names used for this search (or provide the rosters you relied on) for the date range, or provide the rosters first so I can confirm/refine within two business days.

### Cost, Fee Cap, and Waiver:

- If estimated costs will exceed \$100, please provide a written itemized estimate before proceeding.

- I request waiver or reduction of charges under § 552.267 because disclosure will inform the public about agency operations and decision-making on a matter of public concern.

Exclusions (to reduce cost without narrowing substance):

- Exclude exact duplicates and purely administrative scheduling/room-booking notices that contain no substantive discussion, unless they match specific keywords I later provide.
- Exclude broadcast newsletters/vendor promos unless they contain responsive discussion.
- For the clerkship/rotation scope, produce documents sufficient to show policy/assignment/notice/evaluation communications and decisions, rather than every transient invite or duplicate copy, unless they contain the listed keywords.

Withholding/Redactions:

- If you contend that any record is exempt in whole or in part, please identify the specific statutory exception(s) and, if seeking an Attorney General ruling, notify me and provide the OR number. Please release all reasonably segregable non-exempt portions.

Requester Information:

Kevin Norris Bass

kbassphiladelphia@gmail.com | 512-333-4092

Sincerely,

Kevin Norris Bass

To ensure a complete search, please include agency email/document systems and collaboration/messaging platforms used for agency business (e.g., Exchange/Outlook, Teams/SharePoint, SMS/iMessage, GroupMe, WhatsApp, Signal, Slack), including any agency-managed personal devices to the extent required by Texas Gov't Code § 552.004 and SB 944. Please suspend routine auto-deletion for potentially responsive data for the duration of this request and document the systems searched.