

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

BOX N - AUSTIN, TEXAS 78713-7328 (512) 499-4402

MEMORANDUM

DATE July 3, 1992

TO: Those Who Receive R&R Amendments (List Attached)

FROM: Art Dilly *AD*

SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Page i	Page i
Pages II-11, II-12, II-25 through II-35	Pages II-11, II-12, II-25 through II-37
Pages III-12, III-20, III-23	Pages III-12, III-20, III-20a and III-23 through III-23b

The amendments approved at the June 11, 1992 meeting of the U. T. Board of Regents as well as editorial amendments have been incorporated on the revised pages.

AD/lp

Enclosures

May 11, 1992

Distribution List for Official Copies of  
Regents' Rules and Regulations

Board of Regents	9
Office of Board of Regents	3
Executive Associate for Economic Affairs	1
Legislative Budget Board	1
Governor's Budget and Planning Office	1
Publications Clearing House	1
State Auditor - U. T. Austin Representative	1
Legislative Reference Library	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Business Affairs	
Executive and Research Assistant to the Chancellor	
Acting Vice Chancellor for Asset Management	
Vice Chancellor and General Counsel	
Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Associate Deputy Chancellor, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

Governor's Budget and Planning Office  
711 Sam Houston Building  
Austin, Texas 78711  
INTERAGENCY MAIL

Mr. James P. Oliver  
Director, Legislative Budget Board  
Second Floor, Room 207A, Capitol  
Austin, Texas 78711  
INTERAGENCY MAIL

State Auditor's Office  
The University of Texas at Austin  
Main Building 2108  
11400  
FACULTY MAIL

Ms. Sally Reynolds  
Director  
Legislative Reference Library  
Room 207-B, Capitol Building  
Austin, Texas 78711  
INTERAGENCY MAIL

Publications Clearing House  
Room 307, Archives Building  
Texas State Library  
Austin, Texas 78711  
INTERAGENCY MAIL

Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752  
INTERAGENCY MAIL

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

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Mr. W. C. Lancaster  
Associate Deputy Chancellor  
The Texas A&M University System  
College Station, Texas 77843-1117

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RULES AND REGULATIONS  
OF THE  
BOARD OF REGENTS  
OF  
THE UNIVERSITY OF TEXAS SYSTEM  
FOR THE GOVERNMENT OF  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through June 11, 1992,  
and Editorial Amendments through July 1992  
have been issued with this cover sheet)

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6.33 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction reports to the Executive Vice Chancellor for Business Affairs. The primary duties and responsibilities of the office include:

- 6.331 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 6.332 General administration and supervision of any new building construction and initial equipping thereof, or any new construction of improvements other than building; or campus planning exceeding \$300,000 in cost, or of any inside or outside repairs, remodeling, or rehabilitation, exceeding \$600,000 in cost; managing any preliminary planning, feasibility studies, or investigations which are estimated to ultimately develop into one of the above projects at any component institution of the System; advising and working with the consultants, architects and engineers employed by the Board, subject to the terms and conditions of the contracts with those architects and engineers.
- 6.333 Serving as ex officio member of all faculty building committees at the component institutions.
- 6.334 Preparing and executing all documents relating to the acquisition and the use of funds received from the federal government and state agencies in connection with construction grant awards.
- 6.335 Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.

- 6.336 Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.
- 6.337 Directing the negotiation and approval of all contracts for commercially operated thermal energy plants.
- 6.338 Complying with federal and state accessibility standards applicable to new construction and major repair and rehabilitation projects of the System and its component institutions.

6.34 System Personnel Director.

The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Executive Vice Chancellor for Business Affairs, the System Personnel Director is responsible for:

- 6.341 Acting as liaison between component institution personnel officers and the System officers regarding all personnel matters relating to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 6.342 Advising the System officers and making recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 6.343 Reviewing and recommending all classified personnel pay plans for each component institution, including the establishment of

their responsibilities. The Vice Chancellor for Governmental Relations has direct access to the Board of Regents of The University of Texas System and is expected to work directly with appropriate committees of the Board in discharging the duties of the office.

9.1 Appointment and Tenure.

The Vice Chancellor for Governmental Relations shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Governmental Relations shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Governmental Relations are subject to review and approval by the Board.

9.2 Duties and Responsibilities.

The primary responsibilities of the office include:

- 9.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 9.22 Representing the Board of Regents of The University of Texas System in its relations with federal, state, and local legislative bodies and agencies.
- 9.23 Making recommendations to the Chancellor in the area of public policy as it affects the relationship of the System with the federal, state, and local governments.
- 9.24 Informing appropriate administrative officers of current operations and long-range developments on the federal and state level, which may affect the System.
- 9.25 Maintaining and distributing information to, and advising appropriate System Administration and component institution officials, in order to assure proper action by the System with respect to federal, state, and local governmental programs and activities.



- 9.26 Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.
- 9.27 Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

Sec. 10. Vice Chancellor for Development and External Relations.

The Vice Chancellor for Development and External Relations reports to the Chancellor and is responsible for the programs of the System related to private sector support, alumni relations, public information, and external constituencies as set out in Subsection 10.2 of this Chapter. The Vice Chancellor for Development and External Relations provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor for Development and External Relations has direct access to the Board of Regents of The University of Texas System and is expected to work directly with appropriate committees of the Board in discharging the duties of the office.

10.1 Appointment and Tenure.

The Vice Chancellor for Development and External Relations shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Development and External Relations shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Development and External Relations are subject to review and approval by the Board.

10.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor for Development and External Relations include:

- 10.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.

- 10.22 The development, organization, and administration of activities to obtain private sector funding for programs of the System.
- 10.23 The organization and administration of programs for providing information to the public relating to the System and coordinating those programs with the public information programs of the component institutions.
- 10.24 Directing the administration of the System Office of Special Services.
- 10.25 To assist in the development, organization, and administration of programs and activities related to alumni of System component institutions in coordination with appropriate personnel of the component institutions.
- 10.26 Coordinating the policies and activities of the System and the component institutions related to internal and external foundations that provide support for the System and the component institutions.
- 10.27 The performance of such other duties and responsibilities as may be assigned by the Chancellor.

Sec. 11. Other Code 1000 Staff and Officers of System Administration.

Staff and officers of System Administration designated as code 1000 shall be appointed by the Chancellor, the Executive Vice Chancellors, or Vice Chancellors to whom they will report. Persons so appointed shall not have tenure by virtue of their respective positions. They shall serve without fixed term, subject to the pleasure of the officer to whom they report. The actions of the appointing officer concerning such positions are in turn subject to review and approval by the Chancellor or the Board as required by the Regents' Rules and Regulations.

Sec. 12. Councils of the System.

12.1 The System Council.

The System Council is composed of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Business Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, the Executive Director for Public Affairs and Development, and the chief administrative officers of all the component institutions of The University of Texas System. The Chancellor shall serve as the Council's permanent chairman and shall conduct regular meetings to discuss those matters of general concern to the operation of The University of Texas System.

12.2 The Council of Academic Institutions.

The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs and the chief administrative officers of the general academic institutions of the System. The Chancellor, the Executive Vice Chancellor for Business Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Academic Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.

12.3 The Council of Health Institutions.

The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs and the chief administrative officers of the component institutions of the System concerned directly with health

affairs. The Chancellor, the Executive Vice Chancellor for Business Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Health Affairs acts as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.

12.4 The Business Management Council.

The Business Management Council advises the System Administration in the areas of component budgeting, business management, data processing, physical plant operations, planning, construction, and accounting systems development. The Council is composed of the Executive Vice Chancellor for Business Affairs and the chief business officers of the component institutions. The Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development, or their delegates, serve as ex officio members of this Council. The Executive Vice Chancellor for Business Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council.

Sec. 13. Chief Administrative Officers of Component Institutions.

13.1 The Board selects the chief administrative officer of each component institution.

13.11 When there is a vacancy or it is known that there is to be a vacancy in the office of a chief administrative officer of a component institution having faculty and students and the Board does not have candidate(s) from

June 11, 1992

recent searches at other component institutions, from within the U. T. System, and/or of national prominence from outside the U. T. System to advance for consideration, an Advisory Committee shall be established to recommend candidates to the Board. The Executive Vice Chancellor having responsibility for the operation of the institution where the vacancy has occurred or is to occur shall be chairman of the Advisory Committee. In circumstances where this Executive Vice Chancellor may be a candidate for the office, the chairman of the Advisory Committee shall be the Chancellor or the Chancellor's designee. In addition to the chairman, committee membership is as follows:

The Chancellor;

Two Chief Administrative Officers;

(to be appointed by the Chairman of the Board from two of the component institutions)

Two Regents;

(to be appointed by the Chairman of the Board)

Three Faculty members of the institution involved, at least two of whom shall have the rank of associate professor or higher; (method of selection to be determined by the General Faculty of the campus)

One Dean;

(for academic institutions to be selected by Dean's Council of the institution involved)  
(for health-related institutions to be the

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Dean of the Medical School involved or in the absence of that position a senior representative of the teaching program of the component selected by the chief administrative officer)

Two Students from the institution involved; (method of selection to be determined by the Student Government of the campus involved or, if there be no Student Government, by the chief administrative officer of the institution; if the component does not have students, this category of representation shall be omitted)

President of the Ex-Students' Association of the campus involved; (if institution does not have an active alumni organization, then an alumnus of the component selected by the Chairman of the Board of Regents; if the component does not have degree granting authority, this category shall be omitted)

Two non-faculty employees of the institution involved, one in a classified position and one in an administrative position; (to be selected by the chief administrative officer or

in accordance with institutional procedures approved by the chief administrative officer) Not more than two representatives of the component's external constituency who have demonstrated a deep interest in and support of the institution, its programs and its role in community activities to be appointed by the Chairman of the Board of Regents. Where a component institution has a statewide mission; special area programmatic relationships or partnerships with junior or community colleges, private universities or public schools, business/corporate entities, community or public service agencies; or other unique constituencies, the Chairman of the Board of Regents may appoint an additional representative.

Campus constituent groups with responsibility for selection of Advisory Committee representatives are expected to consider diversity, particularly as it relates to minority and female representation. Unless there are unusual delays in faculty, staff or student representative selection which postpone initiation of the committee process, the Chairman of

the Board will make his or her appointments to the Advisory Committee after campus selections in order to maximize the prospect that the total committee composition reflects diversity.

- 13.12 The Advisory Committee shall set up selection criteria that relate to the needs of the individual component, initiate mechanisms to develop an appropriate candidate pool, seek information on the several candidates and inquire from competent sources as to the candidates' academic, administrative and business ability. The Committee may also interview candidates as a part of its selection process keeping in mind that the confidentiality of the process is important to its ultimate success.
- 13.13 Finally, the Advisory Committee shall submit, through its Chairman, a recommended list of not less than five or more than ten candidates with no preference indicated. Candidates submitted shall have received a majority vote of the Committee. The recommended list should be developed and submitted without regard to the Advisory Committee's assessment of the potential availability of any candidate. If none of the names submitted in the report of the Advisory Committee is satisfactory to the Board, then the Board in its discretion may either name a new committee or proceed to select a chief administrative officer under such other procedures as in its discretion it may deem proper and appropriate.
- 13.14 When the Board has candidate(s) from recent searches at other component institutions, from within the U. T. System, and/or of national prominence from outside the U. T. System to advance for consideration, the Chairman of the Board of Regents shall appoint a Special Committee to provide the Board of Regents with advice and evaluation



consistent with that usually provided by an Advisory Committee. The Special Committee shall be composed as specified above for the Advisory Committee but will not include members of the Board of Regents. The advice of the Special Committee shall be provided to the Board through the appropriate Executive Vice Chancellor and the Chancellor. The Special Committee shall not extend its consideration beyond those nominees referred to it by the U. T. Board of Regents without specific concurrence from the Board.

- 13.2 Each chief administrative officer reports to and is responsible to the Executive Vice Chancellor having responsibility for the institution, and serves without fixed term, subject to the pleasure of the appropriate Executive Vice Chancellor and approval by the Chancellor and the Board. The chief administrative officer has access to the Chancellor and is expected to consult with the appropriate Executive Vice Chancellor and the Chancellor on significant issues on an as needed basis.
  
- 13.3 Within the policies and regulations of the Board, and under the supervision and direction of the Executive Vice Chancellor having responsibility for the institution, the chief administrative officer has general authority and responsibility for the administration of that institution.
  - 13.31 Specifically, the chief administrative officer is expected, with the appropriate participation of the staff, to:
    - 13.311 Develop and administer plans and policies for the program, organization, and operation of the institution.
    - 13.312 Interpret the System policy to the staff, and interpret the institution's programs and needs to the System Administration and to the public.

- 13.313 Develop and administer policies relating to students, and where applicable, to the proper management of services to patients.
- 13.314 Recommend appropriate operating budgets and supervise expenditures under approved budgets.
- 13.315 Nominate all members of the faculty and staff, maintain efficient personnel programs, and recommend staff members for promotion, retention, or dismissal for cause.
- 13.316 Insure efficient management of business affairs and physical property; recommend additions and alterations to the physical plant.
- 13.317 Serve as presiding officer at official meetings of faculty and staff of the institution, and as ex officio member of each college or school faculty (if any) within the institution.
- 13.318 Appoint, or establish procedures for the appointment of, all faculty, staff, and student committees.
- 13.319 Cause to be prepared and submitted to the appropriate Executive Vice Chancellor the rules and regulations for the governance of the institution. When such rules and regulations have been finally approved by the Chancellor or appropriate Executive Vice Chancellor, they shall thereafter constitute the Handbook of Operating Procedures for that institution. Provided, however, that whether or not finally approved by the Chancellor, any rule or regulation in any such institutional Handbook of Operating Procedures that is in conflict with

any rule or regulation in the Regents' Rules and Regulations, is null and void and has no effect, and whenever any such conflict is detected, the Chancellor and the chief administrative officer of the component institution shall immediately make such amendments to the institutional Handbook of Operating Procedures as may be necessary to eliminate such conflict.

13.31(10) Assume initiative in developing long-range plans for the program and physical facilities of the institution.

13.31(11) Assume active leadership in developing private fund support for the institution in accordance with policies and procedures established in the Regents' Rules and Regulations.

Sec. 14. Appointment of Other Officers and Staff.

14.1 The Board delegates to the Chancellor and the Executive Vice Chancellor having responsibility for the institution and they, in turn, delegate to the chief administrative officer of each component institution the responsibility for the appointment and dismissal of all other administrative officers of each component institution, including vice presidents, deans, directors and their equivalents. However, prior approval of the appropriate Executive Vice Chancellor shall be necessary for each such permanent or acting appointment and for each such dismissal whether from a permanent or acting appointment. All such other administrative officers serve without fixed terms and subject to the pleasure of the chief administrative officer of the institution and the aforesaid approval of the Executive Vice Chancellor.

- 14.2 The Board delegates to the Chancellor and the Executive Vice Chancellor having responsibility for the institution and they, in turn, delegate to the chief administrative officer of each component institution the responsibility for the permanent or acting appointment of department chairmen, department heads, and their equivalents. Such department chairmen, department heads and their equivalents serve without fixed terms and subject to the pleasure of the chief administrative officer of the institution.
- 14.3 The Board endorses the principle of reasonable faculty and student consultation in the selection of administrative officers of the component institutions, and the primary operating units, and expects the chief administrative officer, as he or she deems appropriate, to consult in the selection process with the representatives of the faculty and student body. However, the chief administrative officer of the component institution is responsible for executing the duties of the office and consequently shall not be bound by nominations to administrative positions by campus selection committees, and the Handbook of Operating Procedures of each component institution shall so state.
- 14.4 Honorary Titles.  
The titles Chancellor Emeritus, President Emeritus and similar honorary designations shall be conferred only by appropriate action of the Board on individuals who are fully retired. No person is authorized to use any such title unless it has been bestowed by the Board.

- actions with regard to reappointment, promotion, or salary shall be the responsibility of the next highest administrative supervisor. It shall also be the responsibility of the next highest administrator to make a written review of the work performance of such employee at least annually and submit each review for approval or disapproval by the component institution's Personnel Director in the case of classified employees or the chief administrative officer in the case of faculty or nonclassified employees.
- 5.32 If the appointment, reappointment, or promotion of a person places him or her in an administrative or supervisory position with responsibility to approve, recommend or otherwise act with regard to the appointment, promotion, or salary of a person who is related to them within the degree prohibited by Article 5996a, all subsequent actions regarding the reappointment, promotion, or salary of such person shall be made by the next highest administrator or supervisor at the component institution or The University of Texas System.
- 5.33 It shall be the responsibility of the administrator or supervisor acting pursuant to Subsection 5.31 or 5.32 to make a written review of the work performance of such person at least annually and to submit such review to the next highest administrator or supervisor at the component institution or The University of Texas System.
- 5.34 The provisions of Subsection 5.31 shall apply to situations where two employees of the System marry and one spouse is the administrative supervisor of the other.
- 5.35 All situations covered by Subsection 5.31 shall be reported annually through the institution's docket or with the annual operating budget.

Editorial Amendment  
Issued July 1992

evidence and reconsidering its findings, recommendations, and suggestions, if any. Reasons for approval, rejection, or amendment of such findings, recommendations, or suggestions will be stated in writing and communicated to the accused.

6.35

Nontenured faculty members who are notified in accordance with Subsection 6.7 that they will not be reappointed or who are notified in accordance with Subdivision 6.23 or Subsections 6.7 or 6.8 that the subsequent academic year will be the terminal year of appointment shall not be entitled to a statement of the reasons upon which the decision for such action is based. Such a decision shall be subject to review only to determine whether the decision was made for reasons that are unlawful under the laws or Constitution of this state or the United States. A review may be granted only in those cases where the affected faculty member submits a written request for a review to the chief administrative officer that describes in detail the facts relied upon to prove that the decision was made for unlawful reasons. If the chief administrative officer determines that the alleged facts, if proven by credible evidence, support a conclusion that the decision was made for unlawful reasons, such allegations shall be heard under the procedures in Subsection 6.3 as in the case of dismissal for cause, with the following exceptions:

- (1) the burden of proof is upon the affected faculty member to establish by the greater weight of the credible evidence that the decision in question was made for reasons that are unlawful under the laws or Constitution of this state or the United States;

- (2) the administration of the institution need not state the reasons for the questioned decision or offer evidence in support thereof unless the affected faculty member presents credible evidence that, if unchallenged, proves the decision was made for unlawful reasons;
- (3) the hearing tribunal shall make written findings and recommendations based on the evidence presented at the hearing and shall forward such findings and recommendations with the transcript and exhibits from the hearing to the chief administrative officer;
- (4) the chief administrative officer may approve, reject, or amend the recommendations of the hearing tribunal or may reach different conclusions based upon the record of the hearing. The decision of the chief administrative officer shall be final.

6.(10) Each faculty member shall keep the chief administrative officer of the component institution or his or her delegate notified of his or her current mailing address. The written notice required by Section 6.23, 6.7, or 6.8 shall be sent by certified mail, return receipt requested, to the last address given by the faculty member.

6.(11) The chief administrative officer of a component institution has the responsibility for determining when to eliminate occupied academic positions, the titles of which are given in Subsection 1.8 of this Chapter, or abandon academic programs or both, subject to approval by the appropriate Executive Vice Chancellor. The decision of the chief administrative officer and the implementation of that decision shall be subject to the following minimum procedural requirements:

6.(11)1 An academic program under consideration for abandonment or an academic position that is under consideration for elimination for bona fide academic reasons should be reviewed in depth through procedures determined by the chief administrative officer;

6.(11)2 Tenured faculty in a program that is under consideration for abandonment or in an academic position that is under consideration for elimination will be notified and afforded an opportunity to contribute to the review process and have those contributions fairly considered;

6.(11)3 Upon completion of the review process, a recommendation with supporting rationale should be submitted to the academic vice president for review and recommendation to the chief administrative officer;

6.(11)4 If the chief administrative officer determines that an academic program should be abandoned or that one or more academic positions occupied by tenured faculty should be eliminated, or both, a request for approval with supporting documentation should be forwarded to the appropriate Executive Vice Chancellor;



- 6.(11)5 The date for abandoning or phasing out an academic program should take into consideration the time required for anticipated completion by students currently enrolled or to facilitate their placement in acceptable alternative programs;
  - 6.(11)6 The administration will notify tenured faculty in a program to be abandoned or in an academic position that is to be eliminated and ask each faculty member to inform the chief administrative officer or designee in writing of the faculty member's request for reassignment to other academic program(s) and to provide details of the faculty member's qualifications to teach in such academic program(s);
  - 6.(11)7 The chief administrative officer or designee will meet individually with tenured faculty who respond to discuss possible employment alternatives to termination;
  - 6.(11)8 If the decision is not to retain, the chief administrative officer or designee will send a written response stating reasons for not retaining the tenured faculty member;
  - 6.(11)9 If retention of a tenured faculty member results in displacement of a tenured faculty member in another area, the displaced faculty member is entitled to above procedures;
  - 6.(11)10 Any faculty member whose employment is terminated pursuant to this Subsection shall be informed of applicable benefits available upon termination, such as retirement, accrued leave and opportunity to continue insurance coverage;
  - 6.(11)11 U. T. System components should provide appropriate assistance to affected faculty members concerning available alternative employment opportunities.
- 6.(12) When such reductions are necessary as a result of financial exigency, the procedure for the selection and notification of those academic positions that are to be terminated shall be governed by this Section,

and neither the procedures specified in Subsection 6.3 of this Chapter nor the notice requirements of Subsections 6.23, 6.7, and 6.8 of this Chapter shall be applicable.

6.(12)1 Upon determining the existence of a financial exigency and the need to reduce academic positions or academic programs, or both, the chief administrative officer shall appoint a committee composed of faculty and administrative personnel to make recommendations to the chief administrative officer as to which academic positions and/or academic programs should be eliminated as a result of the financial exigency.

REPORT AND RECOMMENDATIONS OF THE BUSINESS AFFAIRS AND AUDIT COMMITTEE (Pages 49 - 53).--Committee Chairman Loeffler reported that the Business Affairs and Audit Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Business Affairs and Audit Committee and approved in open session and without objection by the U. T. Board of Regents:

1. U. T. System: Approval of Chancellor's Docket No. 64 (Catalog Change).--Upon recommendation of the Business Affairs and Audit Committee, the Board approved Chancellor's Docket No. 64 in the form distributed by the Executive Secretary. It is attached following Page 253 in the official copies of the Minutes and is made a part of the record of this meeting.

It was expressly authorized that any contracts or other documents or instruments approved therein had been or shall be executed by the appropriate officials of the respective institution involved.

It was ordered that any item included in the Docket that normally is published in the institutional catalog be reflected in the next appropriate catalog published by the respective institution.

MINUTES  
6-11-92

2. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter II, Section 6, Subdivision 6.33 (Director of Facilities Planning and Construction).--Approval was given to amend the Regents' Rules and Regulations, Part One, Chapter II, Section 6, Subdivision 6.33 to read as set forth below:

6.33 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction reports to the Executive Vice Chancellor for Business Affairs. The primary duties and responsibilities of the office include:

- 6.331 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 6.332 General administration and supervision of any new building construction and initial equipping thereof, or any new construction of improvements other than building; or campus planning exceeding \$300,000 in cost, or of any inside or outside repairs, remodeling, or rehabilitation, exceeding \$600,000 in cost; managing any preliminary planning, feasibility studies, or investigations which are estimated to ultimately develop into one of the above projects at any component institution of the System; advising and working with the consultants, architects and engineers employed by the Board, subject to the terms and conditions of the contracts with those architects and engineers.

- 6.333 Serving as ex officio member of all faculty building committees at the component institutions.
- 6.334 Preparing and executing all documents relating to the acquisition and the use of funds received from the federal government and state agencies in connection with construction grant awards.
- 6.335 Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.
- 6.336 Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.
- 6.337 Directing the negotiation and approval of all contracts for commercially operated thermal energy plants.
- 6.338 Complying with federal and state accessibility standards applicable to new construction and major repair and rehabilitation projects of the System and its component institutions.

3. U. T. System: Approval of Non-Personnel Aspects of the Operating Budgets for Fiscal Year Ending August 31, 1993, Including Auxiliary Enterprises, Grants and Contracts, Designated Funds, Restricted Current Funds, and Medical and Dental Services, Research and Development Plans and Authorization for the Chancellor to Make Editorial Corrections Therein.--At the request of Committee Chairman Loeffler, Chancellor Mark, with the aid of transparencies, presented a comprehensive overview of the proposed Operating Budgets for the fiscal year ending August 31, 1993, for The University of Texas System. A copy of Chancellor Mark's report is on file in the Office of the Board of Regents.

Following Chancellor Mark's presentation and upon recommendation of the Academic Affairs, Health Affairs, and Business Affairs and Audit Committees, the Board approved the non-personnel aspects of the operating Budgets for the U. T. System as listed below for the fiscal year ending August 31, 1993, Including Auxiliary Enterprises, Grants and Contracts, Designated Funds, Restricted Current Funds, and Medical and Dental Services, Research and Development Plans and authorized the Chancellor to make editorial corrections in these budgets with subsequent adjustments to be reported to the U. T. Board of Regents through the institutional dockets:

- The University of Texas System Administration  
(including the Available University Fund)
- The University of Texas at Arlington
- The University of Texas at Austin
- The University of Texas at Brownsville
- The University of Texas at Dallas
- The University of Texas at El Paso
- The University of Texas - Pan American
- The University of Texas of the Permian Basin
- The University of Texas at San Antonio
- The University of Texas at Tyler
- The University of Texas Southwestern Medical  
Center at Dallas
- The University of Texas Medical Branch at Galveston

their responsibilities. The Vice Chancellor for Governmental Relations has direct access to the Board of Regents of The University of Texas System and is expected to work directly with appropriate committees of the Board in discharging the duties of the office.

9.1 Appointment and Tenure.

The Vice Chancellor for Governmental Relations shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Governmental Relations shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Governmental Relations are subject to review and approval by the Board.

9.2 Duties and Responsibilities of the Vice Chancellor for Governmental Relations.

The primary responsibilities of the office include:

- 9.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 9.22 Representing the Board of Regents of The University of Texas System in its relations with federal, state, and local legislative bodies and agencies.
- 9.23 Making recommendations to the Chancellor in the area of public policy as it affects the relationship of the System with the federal, state, and local governments.
- 9.24 Informing appropriate administrative officers of current operations and long-range developments on the federal and state level, which may affect the System.
- 9.25 Maintaining and distributing information to, and advising appropriate System Administration and component institution officials, in order to assure proper action by the System with respect to federal, state, and local governmental programs and activities.

*Editorial  
Amendment  
so as to be  
consistent  
with Sec. 4-10.*

SPECIAL ITEMS

*Minutes  
6/11/88*

*xc:mg (1)*

U. T. Board of Regents - Regents' Rules and Regulations, Part One: Approval to Amend Chapter II by Adding a New Section 10 Relating to the Vice Chancellor for Development and External Relations.--The Board amended the Regents' Rules and Regulations, Part One, Chapter II by adding a new Section 10 to read as set forth below and renumbering the present Section 10 and subsequent Sections accordingly:

Sec. 10. Vice Chancellor for Development and External Relations.

*Miss [unclear]  
11/19*

*xc:mg (1.)*

U. T. Board of Regents - Regents' Rules and Regulations, Part One: Approval to Amend Chapter II by Adding a New Section 10 Relating to the Vice Chancellor for Development and External Relations. --The Board amended the Regents' Rules and Regulations, Part One, Chapter II by adding a new Section 10 to read as set forth below and renumbering the present Section 10 and subsequent Sections accordingly:

Sec. 10. Vice Chancellor for Development and External Relations.

The Vice Chancellor for Development and External Relations reports to the Chancellor and is responsible for the programs of the System related to private sector support, alumni relations, public information, and external constituencies as set out in Subsection 10.2 of this Chapter. The Vice Chancellor for Development and External Relations provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor for Development and External Relations has direct access to the Board of Regents of The University of Texas System and is expected to work directly with appropriate committees of the Board in discharging the duties of the office.

*orally proposed by staff*

*Also give me a KC of this page as it is my*

10.1

Appointment and Tenure.

The Vice Chancellor for Development and External Relations shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Development and External Relations shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Development and External Relations are subject to review and approval by the Board.

10.2

Duties and Responsibilities of the Vice Chancellor for Development and External Relations.

The primary responsibilities of the Vice Chancellor for Development and External Relations include:

- 10.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 10.22 The development, organization, and administration of activities to obtain private sector funding for programs of the System.

*AHS - Section 4-8 are like this in RPR so I would be consistent. WOS drafted this a grade item. See "captivi" as in 10.2 may want to look @ your RPR.*

*page number throughout "higher" than usual - fit*

SPECIAL ITEMS

MINUTES  
6-11-92

1. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Approval to Amend Chapter II by Adding a New Section 10 Relating to the Vice Chancellor for Development and External Relations.--The Board amended the Regents' Rules and Regulations, Part One, Chapter II by adding a new Section 10 to read as set forth below and renumbering the present Section 10 and subsequent Sections accordingly:

Sec. 10. Vice Chancellor for Development and External Relations.

The Vice Chancellor for Development and External Relations reports to the Chancellor and is responsible for the programs of the System related to private sector support, alumni relations, public information, and external constituencies as set out in Subsection 10.2 of this Chapter. The Vice Chancellor for Development and External Relations provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor for Development and External Relations has direct access to the Board of Regents of The University of Texas System and is expected to work directly with appropriate committees of the Board in discharging the duties of the office.

10.1 Appointment and Tenure.

The Vice Chancellor for Development and External Relations shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Development and External Relations shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Development and External Relations are subject to review and approval by the Board.

10.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor for Development and External Relations include:

- 10.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 10.22 The development, organization, and administration of activities to obtain private sector funding for programs of the System.

- 10.23 The organization and administration of programs for providing information to the public relating to the System and coordinating those programs with the public information programs of the component institutions.
- 10.24 Directing the administration of the System Office of Special Services.
- 10.25 To assist in the development, organization, and administration of programs and activities related to alumni of System component institutions in coordination with appropriate personnel of the component institutions.
- 10.26 Coordinating the policies and activities of the System and the component institutions related to internal and external foundations that provide support for the System and the component institutions.
- 10.27 The performance of such other duties and responsibilities as may be assigned by the Chancellor.

The creation of the Office of the Vice Chancellor for Development and External Relations will enhance the ability of The University of Texas System Administration and the component institutions to develop, administer, and coordinate their private fund development efforts and relationships with external constituencies.





THE UNIVERSITY OF TEXAS SYSTEM

MEMORANDUM

BOARD OF REGENTS  
RECEIVED

MAY 21 1982

REFERRED TO

*Margaret Glover*

PER OUR CONVERSATION

FOR YOUR INFORMATION

FOR YOUR APPROVAL

FOR YOUR SIGNATURE

FOR YOUR COMMENTS

FOR DISCUSSION

REMARKS:

PLEASE RETURN

PER YOUR REQUEST

FOR HANDLING

FOR DISTRIBUTION

NO NEED TO RETURN

FOR YOUR FILE

*Francie felt the highlighted references on the attached Regents' Rules excerpt should be "subsections."*

*Kathleen*

DATE *5/21/82*

actions with regard to reappointment, promotion, or salary shall be the responsibility of the next highest administrative supervisor. It shall also be the responsibility of the next highest administrator to make a written review of the work performance of such employee at least annually and submit each review for approval or disapproval by the component institution's Personnel Director in the case of classified employees or the chief administrative officer in the case of faculty or nonclassified employees.

5.32

If the appointment, reappointment, or promotion of a person places him or her in an administrative or supervisory position with responsibility to approve, recommend or otherwise act with regard to the appointment, promotion, or salary of a person who is related to them within the degree prohibited by Article 5996a, all subsequent actions regarding the reappointment, promotion, or salary of such person shall be made by the next highest administrator or supervisor at the component institution or The University of Texas System.

5.33

It shall be the responsibility of the administrator or supervisor acting pursuant to Section 5.31 or 5.32 to make a written review of the work performance of such person at least annually and to submit such review to the next highest administrator or supervisor at the component institution or The University of Texas System.

5.34

The provisions of Section 5.31 shall apply to situations where two employees of the System marry and one spouse is the administrative supervisor of the other.

5.35

All situations covered by Section 5.31 shall be reported annually through the institution's docket or with the annual operating budget.

*✓ such*

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*mg 5/21/92*

REPORT AND RECOMMENDATIONS OF THE ACADEMIC AFFAIRS COMMITTEE (Pages 54 - 107).--Committee Chairman Barshop reported that the Academic Affairs Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Academic Affairs Committee and approved in open session and without objection by the U. T. Board of Regents:

MINUTES  
6-11-92

1/ U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter III, Section 6, Subsection 6.3, Subdivision 6.35 and Subsection 6.(11) (Tenure, Promotion, and Termination of Employment).--Upon recommendation of the Academic Affairs and Health Affairs Committees, the Board amended the Regents' Rules and Regulations, Part One, Chapter III, Section 6 (Tenure, Promotion, and Termination of Employment) as set forth below:

a. Subdivision 6.35 of Subsection 6.3 was amended to read as follows:

6.35 Nontenured faculty members who are notified in accordance with Subsection 6.7 that they will not be reappointed or who are notified in accordance with Subdivision 6.23 or Subsections 6.7 or 6.8 that the subsequent academic year will be the terminal year of appointment shall not be entitled to a statement of the reasons upon which the decision for such action is based. Such a decision shall be subject to review only to determine whether the decision was made for reasons that are unlawful under the laws or Constitution of this state or the United States. A review may be granted only in those cases where the affected faculty member submits a written request for a review to the chief administrative officer that describes in detail the facts relied upon to prove that the decision was made for unlawful reasons. If the chief administrative officer determines that the alleged facts, if proven by credible evidence, support a conclusion that the decision was made for unlawful reasons, such allegations shall be heard under the procedures in Subsection 6.3 as in the case of dismissal for cause, with the following exceptions:

(1) the burden of proof is upon the affected faculty member to establish by the greater weight of the credible evidence that the decision in question was made for reasons that are unlawful under the laws or Constitution of this state or the United States;

- (2) the administration of the institution need not state the reasons for the questioned decision or offer evidence in support thereof unless the affected faculty member presents credible evidence that, if unchallenged, proves the decision was made for unlawful reasons;
- (3) the hearing tribunal shall make written findings and recommendations based on the evidence presented at the hearing and shall forward such findings and recommendations with the transcript and exhibits from the hearing to the chief administrative officer;
- (4) the chief administrative officer may approve, reject, or amend the recommendations of the hearing tribunal or may reach different conclusions based upon the record of the hearing. The decision of the chief administrative officer shall be final.

b. Subsection 6.(11) was amended to read as follows:

- 6.(11) The chief administrative officer of a component institution has the responsibility for determining when to eliminate occupied academic positions, the titles of which are given in Subsection 1.8 of this Chapter, or abandon academic programs or both, subject to approval by the appropriate Executive Vice Chancellor. The decision of the chief administrative officer and the implementation of that decision shall be subject to the following minimum procedural requirements:
- 6.(11)1 An academic program under consideration for abandonment or an academic position that is under consideration for elimination for bona fide academic reasons should be reviewed in depth through procedures determined by the chief administrative officer;
  - 6.(11)2 Tenured faculty in a program that is under consideration for abandonment or in an academic position that is under consideration for elimination will be notified and afforded an opportunity to contribute to the review process and have those contributions fairly considered;
  - 6.(11)3 Upon completion of the review process, a recommendation with supporting rationale should be submitted to the academic vice president for review and recommendation to the chief administrative officer;

- 6.(11)4 If the chief administrative officer determines that an academic program should be abandoned or that one or more academic positions occupied by tenured faculty should be eliminated, or both, a request for approval with supporting documentation should be forwarded to the appropriate Executive Vice Chancellor;
- 6.(11)5 The date for abandoning or phasing out an academic program should take into consideration the time required for anticipated completion by students currently enrolled or to facilitate their placement in acceptable alternative programs;
- 6.(11)6 The administration will notify tenured faculty in a program to be abandoned or in an academic position that is to be eliminated and ask each faculty member to inform the chief administrative officer or designee in writing of the faculty member's request for reassignment to other academic program(s) and to provide details of the faculty member's qualifications to teach in such academic program(s);
- 6.(11)7 The chief administrative officer or designee will meet individually with tenured faculty who respond to discuss possible employment alternatives to termination;
- 6.(11)8 If the decision is not to retain, the chief administrative officer or designee will send a written response stating reasons for not retaining the tenured faculty member;
- 6.(11)9 If retention of a tenured faculty member results in displacement of a tenured faculty member in another area, the displaced faculty member is entitled to above procedures;
- 6.(11)10 Any faculty member whose employment is terminated pursuant to this Subsection shall be informed of applicable benefits available upon termination, such as retirement, accrued leave and opportunity to continue insurance coverage;
- 6.(11)11 U. T. System components should provide appropriate assistance to affected faculty members concerning available alternative employment opportunities.

The amendments to Subdivision 6.35 clarify that appeals of institutional decisions related to nonreappointment of nontenured faculty are limited to allegations of reasons unlawful under the state or federal laws and constitution. Additionally, the amendments provide that the decision of the chief administrative officer, reached following recommendation by the hearing tribunal, is final.

The amendments to Subsection 6.(11), which provide the minimum procedural requirements for academic program and/or position reduction not resulting from financial exigency, comply with a recent decision of the Fifth Circuit Court of Appeals.

2. U. T. Arlington; Authorization to Establish Master of Science and Doctor of Philosophy Degrees in Environmental Science and Engineering and to Submit the Degree Programs to the Coordinating Board for Approval (Catalog Change).--The Board, upon recommendation of the Academic Affairs Committee, established Master of Science and Doctor of Philosophy degrees in Environmental Science and Engineering at The University of Texas at Arlington and authorized submission of the proposals to the Texas Higher Education Coordinating Board for approval.

The Master of Science and Doctor of Philosophy in Environmental Science and Engineering programs are multidisciplinary and will require entering students to have a solid background in science and/or engineering. The new master's and doctoral degrees will be administered through the Graduate School with a Committee on Graduate Studies for Environmental Science and Engineering to be composed of faculty from the principal participating departments in the Colleges of Science and Engineering and the School of Urban and Public Affairs.

The master's degree will require a minimum of 27 hours of course work plus six hours of thesis or 33 hours of course work and 3 hours for a research project and report. The master's degree is expected to be the professional terminal degree for persons seeking applied work in the public and private sectors. The doctoral degree, which will have a basic requirement for 30 hours of course work beyond the master's level preparation plus the research for and defense of the dissertation, will prepare students for careers in research in academic, industry, and government settings as well as for management and policy supervision at the highest levels.

A need exists for environmental specialists in both the private and public sectors. Every manufacturing facility, regardless of whether it is a "dirty" industry or a so-called "clean" industry, is faced with the disposal or recycling and reuse of waste products and will have a need for either an environmental division or environmental consultants. State, local and federal government entities responsible for environmental regulation and economic development will require a large number of environmental specialists.

U. T. Arlington currently offers both master's and doctoral degrees in civil engineering, biology, chemistry, and public affairs and a master's degree in geology. The interdisciplinary program uses faculty and courses from these existing programs. U. T. Arlington has the structure necessary for successfully administering a master's

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7328 (512) 499-4402

MEMORANDUM

DATE May 14, 1992

TO: Those Who Receive R&R Amendments (List Attached)

FROM: Art Dilly *AD*

SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Page i	Page i
Page I-24	Page I-24
Pages II-5 through II-22 and II-26 through II-30	Pages II-5 through II-22a and II-26 through II-30a
Page VIII-7	Page VIII-7

The amendments approved at the April 8-9, 1992 meeting of the U. T. Board of Regents as well as editorial amendments have been incorporated on the revised pages.

AD/lp

Enclosures

May 11, 1992

Distribution List for Official Copies of  
Regents' Rules and Regulations

Board of Regents	9
Office of Board of Regents	3
Executive Associate for Economic Affairs	1
Legislative Budget Board	1
Governor's Budget and Planning Office	1
Publications Clearing House	1
State Auditor - U. T. Austin Representative	1
Legislative Reference Library	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Business Affairs	
Executive and Research Assistant to the Chancellor	
Acting Vice Chancellor for Asset Management	
Vice Chancellor and General Counsel	
Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Associate Deputy Chancellor, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.



May 11, 1992

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

Governor's Budget and Planning Office  
711 Sam Houston Building  
Austin, Texas 78711  
INTERAGENCY MAIL

Mr. James P. Oliver  
Director, Legislative Budget Board  
Second Floor, Room 207A, Capitol  
Austin, Texas 78711  
INTERAGENCY MAIL

State Auditor's Office  
The University of Texas at Austin  
Main Building 2108  
11400  
FACULTY MAIL

Ms. Sally Reynolds  
Director  
Legislative Reference Library  
Room 207-B, Capitol Building  
Austin, Texas 78711  
INTERAGENCY MAIL

Publications Clearing House  
Room 307, Archives Building  
Texas State Library  
Austin, Texas 78711  
INTERAGENCY MAIL

Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752  
INTERAGENCY MAIL

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Associate Deputy Chancellor  
The Texas A&M University System  
College Station, Texas 77843-1117

RULES AND REGULATIONS  
OF THE  
BOARD OF REGENTS  
OF  
THE UNIVERSITY OF TEXAS SYSTEM  
FOR THE GOVERNMENT OF  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through April 9, 1992,  
and Editorial Amendments through May 1992  
have been issued with this cover sheet)

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Sec. 9. Executive Associate for Economic Affairs.

- 9.1 The Executive Associate for Economic Affairs is elected by the Board, serves at the pleasure of the Board, reports to and is responsible to the Board, and receives such compensation as may be fixed by the Board.
- 9.2 Duties.--The Executive Associate on a continuing basis conceives and develops long-range plans and studies with respect to the development and management of economic affairs of the component institutions, and upon request, consults and advises with the Board and the Vice Chancellor for Asset Management regarding plans and studies and shall have such other duties and responsibilities as may be directed by the Board.

Sec. 10. Signature Authority for Documents Executed on Behalf of the Board.

- 10.1 Except as may be otherwise provided in these Rules and Regulations or in the resolution or order of the Board with respect to the approval of a specific document or with respect to the approval of a program or project requiring the execution of one or more documents, the Chairman of the Board, the Designated Vice-Chairman of the Board, the Chancellor or his or her designee, or the appropriate Executive Vice Chancellor may sign on behalf of the Board:
- 10.11 all contracts, agreements, leases, conveyances, deeds, easements, rights-of-way, bonds, licenses, or permits and all amendments, extensions or renewals of same that have been approved, authorized or granted by the Board as an item on the Agenda of the Board at a regular or special meeting;
- 10.12 applications for permits or licenses to be issued to the Board or a component institution that have been approved or authorized by the Board;

Editorial Amendment  
Issued May 1992

5.1 Appointment and Tenure.

The Executive Vice Chancellor for Health Affairs shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Executive Vice Chancellor for Health Affairs shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Executive Vice Chancellor for Health Affairs are subject to review and approval by the Board.

5.2 Duties and Responsibilities.

The Executive Vice Chancellor for Health Affairs shall have as a prime responsibility the maintenance of high academic quality in the health-related teaching institutions and high quality health services in the health-care delivery institutions of the System. Through the chief administrative officers of the component institutions, he or she shall have responsibility for the budgets, academic planning and programs, facilities planning and construction, and personnel (both academic and nonacademic) of those components. In consultation with the Chancellor, the Executive Vice Chancellor for Health Affairs shall prepare recommendations and supporting information on such matters for consideration by the appropriate standing committees of the Board and the Board of Regents.

Sec. 6. Executive Vice Chancellor for Business Affairs.

The Executive Vice Chancellor for Business Affairs reports to the Chancellor and is responsible for the direction of those offices and supervision of those areas of responsibility set forth in Section 6.3 of this Chapter. The Executive Vice Chancellor for Business Affairs provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Executive Vice Chancellor for Business Affairs has direct access to the Board of Regents of The University of Texas System and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

6.1 Appointment and Tenure.

The Executive Vice Chancellor for Business Affairs shall be appointed by the Board after nomination by the Chancellor. The Executive Vice Chancellor for Business Affairs shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Executive Vice Chancellor for Business Affairs are subject to review and approval by the Board.

6.2 Duties and Responsibilities.

The primary responsibilities of the Executive Vice Chancellor for Business Affairs include:

- 6.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 6.22 Submitting recommendations to the Chancellor and to the appropriate Executive Vice Chancellor on business operations of the components of the System.
- 6.23 Reviewing and making recommendations on uniform business systems and management.
- 6.24 Submitting recommendations relating to programs for the most efficient management of personnel and resources.
- 6.25 Submitting recommendations for program development for training of personnel in nonacademic areas.
- 6.26 Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.
- 6.27 Reviewing and making recommendations relating to police and security matters within the System.
- 6.28 Coordinating the business affairs of the System with other officers and members of the System Administration staff.
- 6.29 In consultation with the appropriate Executive Vice Chancellor, coordinating the activities of business administrative operations of the component institutions.

- 6.2(10) Managing the operations of the offices of Facilities Planning and Construction, Budget and Fiscal Policy, System Personnel, Police, West Texas Lands Management (Surface Interests and Oil, Gas and Mineral Interests), Management Information Systems and Special Services.
- 6.2(11) Supervising and coordinating the acquisition and/or disposition of all nonendowment and campus lands at the component institutions and the U. T. System.
- 6.2(12) Directing the management of the purchasing, accounting, equipment inventories, and vouchering operations for the offices of the System Administration and coordinating the building services for the System buildings.
- 6.2(13) Directing the management of the System-wide insurance programs (except the System Plan for Professional Medical Liability Self-Insurance), including approval of all policies and coverages, such programs to include:
  - Fire and Extended Coverage;
  - Liability;
  - Health;
  - Life;
  - Accidental Death and Dis-
  - memberment;
  - Income Replacement; and
  - Retirement.
- 6.2(14) Implementing policy for the receipt, disbursement, and custody of funds; for terms of depository agreements with banks; and for custody of bearer securities owned by System funds that are maintained in bank safety deposit boxes and are not in custody with the State Treasurer.
- 6.2(15) Forwarding debt issues for approval by the Board of Regents following the concurrence of the Vice Chancellor for Asset Management.
- 6.2(16) Performing such other duties as may be assigned by the Chancellor.

6.3 Duties of Officers Reporting to the Executive Vice Chancellor for Business Affairs.

6.31 Director of the Office of Budget and Fiscal Policy.

The primary responsibilities of the Office of Budget and Fiscal Policy are to plan and develop systems and procedures for uniform budget preparation, budget control and financial reporting and to formulate, recommend and implement procedures to be followed in the business operations of the System. Subject to delegation by the Executive Vice Chancellor for Business Affairs, the major duties and responsibilities of the Director of the Office of Budget and Fiscal Policy include:

6.311 Budget Duties and Responsibilities.

- 6.3111 Formulating procedures governing the preparation and review of all budgets and developing effective methods of presenting approved budgets to appropriate agencies.
- 6.3112 Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
- 6.3113 Preparing budget-writing instructions.
- 6.3114 Conducting budget and other related research studies.
- 6.3115 Planning systems and procedures for budgetary control and financial reporting.



- 6.3116 Controlling and supervising distribution of all budgets and processing and approving (as delegated) interim budget changes.
  - 6.3117 Preparing periodic budgetary, financial, and special reports, as appropriate.
  - 6.3118 Serving as liaison with the staff of the Legislative Budget Board, the Governor's Budget and Planning Office, and the Texas Higher Education Coordinating Board.
- 6.312 Business Operations Duties and Responsibilities.
- 6.3121 Accounting, reporting, and expenditure control.
  - 6.3122 Data processing systems - including prior approval of equipment acquisitions by purchase or lease.
  - 6.3123 Accounting and business system development.
  - 6.3124 Accounting records, forms, procedures, and financial reports, including format for such reports.
  - 6.3125 Lease contracts for building space.
  - 6.3126 Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
  - 6.3127 University Lands Accounting Office.
  - 6.3128 Investment Accounting Office.

6.32

Director of Accounting.

The Director of Accounting of The University of Texas at Austin serves also as director of accounting for System Administration and is the accounting officer for both The University of Texas at Austin and for System Administration. With respect to System Administration matters, the Director of Accounting reports to and is responsible to the Director of the Office of Budget and Fiscal Policy. With respect to other matters, the Director reports to the appropriate officers of The University of Texas at Austin. Subject to delegation by the Executive Vice Chancellor for Business Affairs, the duties of the office include:

- 6.321 Having responsibility for custody, accounting and reporting of all funds handled by the Director of Accounting's Office for the component institutions outside of Austin, and for System Administration, the Permanent University Fund, the Available University Fund, and trust and special funds.
- 6.322 For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the appropriate authority, of bearer securities maintained in bank lock boxes.
- 6.323 Maintaining a full and complete set of records that accurately reflect the balances and transactions of all financial and property accounts of the System (as contracted with such accounts of the component institutions).

6.33 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction reports to the Executive Vice Chancellor for Business Affairs. The primary duties and responsibilities of the office include:

- 6.331 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 6.332 Managing the administration and general supervision of any new building construction and initial equipping thereof or any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$300,000 or more; managing any preliminary planning, feasibility studies, or investigations which are estimated to ultimately develop into one of the above projects at any component institution of the System; advising and working with the consultants, architects and engineers employed by the Board subject to the terms and conditions of the contracts with those architects and engineers.
- 6.333 Serving as ex officio member of all faculty building committees at the component institutions.
- 6.334 Preparing and executing all documents relating to the acquisition and the use of funds received from the federal government and state agencies in connection with construction grant awards.
- 6.335 Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.

- 6.336 Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.
- 6.337 Developing standards for maintenance of all physical facilities at component institutions.
- 6.338 Directing the negotiation and approval of all utility contracts.
- 6.339 Coordinating compliance with federal and state accessibility standards applicable to new construction and major repair and rehabilitation of the System and the component institutions.

6.34 System Personnel Director.

The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Executive Vice Chancellor for Business Affairs, the System Personnel Director is responsible for:

- 6.341 Acting as liaison between component institution personnel officers and the System officers regarding all personnel matters relating to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 6.342 Advising the System officers and making recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 6.343 Reviewing and recommending all classified personnel pay plans for each component institution, including the establishment of

- proper classification and pay scales consistent with needs and System-wide policies and procedures.
- 6.344 Reviewing and recommending the Personnel Office budgets for each component institution.
- 6.345 Directing the administration of the System Personnel Office, including the Workers' Compensation Insurance section.
- 6.346 Reviewing and recommending to System officers any rules and regulations or changes thereto that, after proper consultation with officers of component institutions, are considered beneficial or necessary for the proper administration of the System-wide Personnel Program.
- 6.347 Establishing employee development and training programs for all component institutions, including particularly supervisory training programs.
- 6.348 Formulating policies and procedures concerning labor relations and employer-employee relationships.
- 6.349 Assisting and establishing personnel data systems and proper practices and procedures concerning the personnel records of all employees.
- 6.34(10) Conducting System-wide wage and salary research studies and formulating data for proper implementation of personnel pay programs.
- 6.34(11) In consultation with the personnel offices of the component institutions, developing and maintaining a System-wide Personnel Pay Plan with uniform titles and account numbers.

- 6.35 Director of Police.  
Subject to delegation by the Executive Vice Chancellor for Business Affairs, the Director of Police is responsible for:
- 6.351 Approving qualifications for police personnel at the component institutions of the System and approving all applicants to a basic or in-service training school or academy.
  - 6.352 Approving the organizational structure for police departments at the component institutions of the System.
  - 6.353 Establishing and supervising all training programs for System police, including basic and in-service training, as well as on-the-job training at each component institution of the System.
  - 6.354 Conducting the System training in accordance with the standards of the Texas Commission on Law Enforcement Officer Standards and Education, in order to maintain accreditation with this state agency.
  - 6.355 Maintaining liaison with the Director of Training, Texas Department of Public Safety, and the Coordinator of Training, Federal Bureau of Investigation, and being aware of new training techniques, procedures, programs, and equipment.
  - 6.356 Establishing a uniform reporting and record system for police departments at the component institutions of the System and approving any changes thereto.
  - 6.357 Conducting periodic inspection of the police departments at the component institutions of the System and evaluating their performance as police agencies.

- 6.358 Formulating and establishing policies and procedures for police operations on a System-wide basis.
  - 6.359 Establishing, maintaining, and supervising on a System-wide basis, a program for police personnel promotion.
  - 6.35(10) Reviewing and recommending the pay scale for police personnel throughout the System.
  - 6.35(11) Insuring all component institutions systematically survey security needs of existing buildings, grounds, and lighting and recommending appropriate measures to improve and enhance security and crime prevention programs for the protection of life and property.
  - 6.35(12) Coordinating with the Office of Facilities Planning and Construction security needs for new construction including security lighting on the property of the component institutions of the System.
  - 6.35(13) Coordinating the use of police throughout the System in emergency situations.
  - 6.35(14) Submitting periodic reports to the Executive Vice Chancellor for Business Affairs concerning the operations of the police departments of the System.
- 6.36 West Texas Lands Management.  
The Executive Vice Chancellor for Business Affairs provides direction and management for all transactions relative to Permanent University Fund Lands (hereinafter sometimes referred to as "University Lands"). In the exercise of those responsibilities, the Executive Vice Chancellor for Business Affairs:
- 6.361 Works closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.

- 6.362 Develops procedures to ensure the involvement of the Vice Chancellor for Asset Management in the development of recommendations which impact upon the asset management aspects of the Permanent University Fund Lands.
- 6.363 Directs and manages the operation of the following budgeted activities which are part of the Office of West Texas Lands:  
University Lands - Oil, Gas, and Mineral Interests;  
University Lands - Surface Interests (Oil Field Supervision); and  
University Lands - Surface Interests (Leasing and Agricultural Projects).
- 6.364 Manager of University Lands - Oil, Gas, and Mineral Interests. Subject to delegation by the Executive Vice Chancellor for Business Affairs, the Manager of University Lands - Oil, Gas, and Mineral Interests is responsible for providing field supervision of System operations, activities and transactions involving oil, gas, and mineral development and production on the University Lands. Within limits of authority set by the Executive Vice Chancellor for Business Affairs, the Manager's regular duties include:  
6.3641 Making recommendations to the Board for Lease of University Lands, and



- the Board of Regents, as appropriate, for periodic oil and gas lease sales of University Lands, and for unitization, pooling and other transactions involving oil and gas leasehold and royalty interests and other mineral interests in University Lands.
- 6.3642 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.
- 6.3643 Reviewing periodically the terms and conditions of forms and transactions involving oil and gas interests in University Lands, and making recommendations with respect thereto to the Executive Vice Chancellor for Business Affairs and the Board for Lease of University Lands.
- 6.3644 Reporting regularly to the Executive Vice Chancellor for Business Affairs and the Board for Lease of University Lands all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.

- 6.3645 Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 6.3646 Coordinating with the Manager of University Lands - Surface Interests in the discharge of their respective duties and responsibilities.
- 6.365 Manager of University Lands - Surface Interests. Subject to delegation by the Executive Vice Chancellor for Business Affairs, the Manager of University Lands - Surface Interests is responsible for providing field supervision of System operations, activities, and transactions pertaining to surface interests, water rights and oil and gas field operations in or on University Lands. Within limits of authority set by the Executive Vice Chancellor for Business Affairs, the Manager's regular duties include:
- 6.3651 Making recommendations to the Board with respect to all transactions involving surface interests in University Lands, including research projects, right-of-way easements, agricultural, grazing and other surface use leases, and geophysical permits.
- 6.3652 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.

- 6.3653      Reviewing periodically the terms and conditions of forms and transactions involving surface interests in University Lands, and making recommendations with respect thereto to the Executive Vice Chancellor for Business Affairs.
- 6.3654      Reporting regularly to the Executive Vice Chancellor for Business Affairs all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.
- 6.3655      Working closely with federal and state agencies in connection with research and development projects and activities, involving utilization and husbandry of University Lands, of mutual interest to the System and such agencies.
- 6.3656      Coordinating with the Manager of University Lands - Oil, Gas, and Mineral Interests in the discharge of their respective duties and responsibilities, and acts as oil and gas fields supervisor.

- 6.37 Executive Director of Finance.  
Subject to delegation by the Executive Vice Chancellor for Business Affairs, the Executive Director of Finance is responsible for:
- 6.371 Developing and implementing policies and procedures for the general program areas of debt financing, local funds, and cash management.
  - 6.372 Issuing, managing and paying all bonds and other evidences of indebtedness issued by the Board for the System and its component institutions.
  - 6.373 Submitting periodic reports to the Executive Vice Chancellor for Business Affairs concerning the Office of Finance.

Sec. 7. Vice Chancellor for Asset Management.

The Vice Chancellor for Asset Management has responsibility for the management of all investment, endowment, trust, and endowment real estate assets of the System. The Offices of Asset Management, Investments, Endowment Management and Administration, and Endowment Real Estate report to and are responsible to the Vice Chancellor for Asset Management. The Vice Chancellor for Asset Management reports to and is responsible to the Chancellor. The Vice Chancellor for Asset Management has direct access to the Board of Regents and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

7.1 Appointment and Tenure.

The Vice Chancellor for Asset Management shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Vice Chancellor for Asset Management shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Vice Chancellor for Asset Management are subject to review and approval by the Board.

- 7.2 Duties and Responsibilities.  
The Vice Chancellor for Asset Management has responsibility for the management of trust and endowment lands and noncampus lands held in the name of the Board of Regents including the investment and management of trusts, trust assets, endowments, the Permanent University Fund and such other funds as may be assigned in such a manner as to maximize the monies available for excellence in all activities of the System. The Vice Chancellor for Asset Management will coordinate and cooperate with the Executive Vice Chancellor for Business Affairs in bringing to the Board recommendations on those policy issues which impact upon the asset management aspects of the Permanent University Fund Lands and shall provide to the Board of Regents through the Executive Vice Chancellor for Business Affairs an independent report and assessment of the System's ability to finance prospective debt issues. In consultation with the Chancellor, the Vice Chancellor for Asset Management shall prepare recommendations and supporting information on his or her responsibilities for consideration by the appropriate standing committees of the Board and the Board of Regents. The Vice Chancellor for Asset Management will coordinate and cooperate with the Office of General Counsel in the development and management of the Intellectual Property resources of the System.
- 7.3 Officers for Investments and Endowment Management and Administration.  
The Vice Chancellor for Asset Management and his or her delegates, Executive Director for Investments and Executive Director of Endowment Management and Administration implement policies and actions approved by the Board with respect to:
- 7.31 Investing, managing, and administering all endowment funds belonging to the System and its component institutions, including the Permanent University Fund and all trusts and special funds.
  - 7.32 Presenting to the Board through the Chancellor periodic reports of the status and prospect of funds for which he or she has

responsibility and that will be available for expenditure by the System and its component institutions.

- 7.33 Consulting with the Executive Associate for Economic Affairs with respect to the development of long-range plans for the development and management of the investments of the System and its component institutions.

7.4 Office of Endowment Real Estate.

Subject to delegation by the Vice Chancellor for Asset Management, the Executive Director of Endowment Real Estate is responsible for the management of all real estate held in the name of the Board of Regents, except for Permanent University Fund Lands and campus real estate, with a view toward maximizing the income to be realized from the operation and/or sale of these properties. In fulfilling this responsibility, the Executive Director of Endowment Real Estate will:

- 7.41 Work closely with the appropriate Executive Vice Chancellor, the chief administrative officer of a component institution of the System and that officer's delegates with regard to the management of trust lands and other noncampus real estate interests held by the Board of Regents for and on behalf of a particular institution.
- 7.42 Establish procedures that insure effective coordination with the Executive Director for Endowment Management and Administration with regard to the management of trust lands other than University Lands.
- 7.43 Be responsible to the Executive Vice Chancellor for Business Affairs for the acquisition or disposal of nonendowment and campus lands.

Sec. 8. Vice Chancellor and General Counsel.

The Vice Chancellor and General Counsel reports to the Chancellor. The Vice Chancellor and General Counsel is responsible for the provision of legal services to the Board of Regents of The University of Texas System as set out in Section 8.2 of this Chapter. The Vice Chancellor and General Counsel provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor and General Counsel has direct access to the Board of Regents of The University of Texas System and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

8.1 Appointment and Tenure.

The Vice Chancellor and General Counsel shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor and General Counsel shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor and General Counsel are subject to review and approval by the Board.

8.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor and General Counsel include:

- 8.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.

- 9.26 Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.
- 9.27 Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

Sec. 10. Other Code 1000 Staff and Officers of System Administration.

Staff and officers of System Administration designated as code 1000 shall be appointed by the Chancellor, the Executive Vice Chancellors, or Vice Chancellors to whom they will report. Persons so appointed shall not have tenure by virtue of their respective positions. They shall serve without fixed term, subject to the pleasure of the officer to whom they report. The actions of the appointing officer concerning such positions are in turn subject to review and approval by the Chancellor or the Board as required by the Regents' Rules and Regulations.

Sec. 11. Councils of the System.

11.1 The System Council.

The System Council is composed of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Business Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, the Executive Director for Public Affairs and Development, and the chief administrative officers of all the component institutions of The University of Texas System. The Chancellor shall serve as the Council's permanent chairman and shall conduct regular meetings to discuss those matters of general concern to the operation of The University of Texas System.



- 11.2 The Council of Academic Institutions.  
The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs and the chief administrative officers of the general academic institutions of the System. The Chancellor, the Executive Vice Chancellor for Business Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Academic Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.
- 11.3 The Council of Health Institutions.  
The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs and the chief administrative officers of the component institutions of the System concerned directly with health affairs. The Chancellor, the Executive Vice Chancellor for Business Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Health Affairs acts as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.
- 11.4 The Business Management Council.  
The Business Management Council advises the System Administration in the areas of component budgeting, business management, data processing, physical plant operations, planning, construction, and accounting systems development. The Council is composed of the Executive Vice Chancellor for Business Affairs and the chief business officers of the component institutions. The Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the

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Issued May 1992

Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development, or their delegates, serve as ex officio members of this Council. The Executive Vice Chancellor for Business Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council.

Sec. 12. Chief Administrative Officers of Component Institutions.

12.1 The Board selects the chief administrative officer of each component institution.

12.11 When there is a vacancy or it is known that there is to be a vacancy in the office of a chief administrative officer of a component institution having faculty and students and the Board does not have candidate(s) from recent searches at other component institutions, from within the U. T. System, and/or of national prominence from outside the U. T. System to advance for consideration, an Advisory Committee shall be established to recommend candidates to the Board. The Executive Vice Chancellor having responsibility for the operation of the institution where the vacancy has occurred or is to occur shall be chairman of the Advisory Committee. In circumstances where this Executive Vice Chancellor may be a candidate for the office, the chairman of the Advisory Committee shall be the Chancellor or the Chancellor's designee. In addition to the chairman, committee membership is as follows:

The Chancellor;  
Two Chief Administrative  
Officers;  
(to be appointed by the  
Chairman of the Board  
from two of the compo-  
nent institutions)  
Two Regents;  
(to be appointed by the  
Chairman of the Board)

Three Faculty members of the institution involved, at least two of whom shall have the rank of associate professor or higher; (method of selection to be determined by the General Faculty of the campus)

One Dean;  
(for academic institutions to be selected by Dean's Council of the institution involved)  
(for health-related institutions to be the Dean of the Medical School involved or in the absence of that position a senior representative of the teaching program of the component selected by the chief administrative officer)

Two Students from the institution involved; (method of selection to be determined by the Student Government of the campus involved or, if there be no Student Government, by the chief administrative officer of the institution; if the component does not have students, this category of representation shall be omitted)

President of the Ex-Students' Association of the campus involved; (if institution does not have an active alumni organization, then an alumnus of the component selected by the Chairman of the Board of Regents; if the component does not have

degree granting authority, this category shall be omitted)

Two non-faculty employees of the institution involved, one in a classified position and one in an administrative position; (to be selected by the chief administrative officer or in accordance with institutional procedures approved by the chief administrative officer)

Not more than two representatives of the component's external constituency who have demonstrated a deep interest in and support of the institution, its programs and its role in community activities to be appointed by the Chairman of the Board of Regents. Where a component institution has a statewide mission; special area programmatic relationships or partnerships with junior or community colleges, private universities or public schools, business/corporate entities, community or public service agencies; or other unique constituencies, the Chairman of the Board of Regents may appoint an additional representative.

Campus constituent groups with responsibility for selection of Advisory Committee representatives are expected to consider diversity, particularly as it relates to minority and female representation. Unless there are

unusual delays in faculty, staff or student representative selection which postpone initiation of the committee process, the Chairman of the Board will make his or her appointments to the Advisory Committee after campus selections in order to maximize the prospect that the total committee composition reflects diversity.

- 12.12 The Advisory Committee shall set up selection criteria that relate to the needs of the individual component, initiate mechanisms to develop an appropriate candidate pool, seek information on the several candidates and inquire from competent sources as to the candidates' academic, administrative and business ability. The Committee may also interview candidates as a part of its selection process keeping in mind that the confidentiality of the process is important to its ultimate success.
- 12.13 Finally, the Advisory Committee shall submit, through its Chairman, a recommended list of not less than five or more than ten candidates with no preference indicated. Candidates submitted shall have received a majority vote of the Committee. The recommended list should be developed and submitted without regard to the Advisory Committee's assessment of the potential availability of any candidate. If none of the names submitted in the report of the Advisory Committee is satisfactory to the Board, then the Board in its discretion may either name a new committee or proceed to select a chief administrative officer under such other procedures as in its discretion it may deem proper and appropriate.
- 12.14 When the Board has candidate(s) from recent searches at other component institutions, from within the U. T. System, and/or of

<u>Full Title</u>	<u>Short Title</u>
4.93 The University of Texas of the Permian Basin Division of Education	
4.94 The University of Texas of the Permian Basin Division of Humanities and Fine Arts	
4.95 The University of Texas of the Permian Basin Division of Science and Engineering	
4.(10) The University of Texas at San Antonio	U.T. San Antonio
4.(10)1 The University of Texas at San Antonio College of Business	
4.(10)2 The University of Texas at San Antonio College of Fine Arts and Humanities	
4.(10)3 The University of Texas at San Antonio College of Social and Behavioral Sciences	
4.(10)4 The University of Texas at San Antonio College of Sciences and Engineering	
4.(10)5 The University of Texas Institute of Texan Cultures at San Antonio	U.T. Institute of Texan Cul- tures - San Antonio
4.(11) The University of Texas at Tyler	U.T. Tyler
4.(11)1 The University of Texas at Tyler School of Business Administration	
4.(11)2 The University of Texas at Tyler School of Education and Psychology	

Editorial Amendment  
Issued May 1992

REPORTS AND RECOMMENDATIONS OF STANDING COMMITTEES

REPORT OF EXECUTIVE COMMITTEE (Pages 7 - 13).--In compliance with Section 7.14 of Chapter I of Part One of the Regents' Rules and Regulations, Chairman Beecherl reported to the Board for ratification and approval all actions taken by the Executive Committee since the last meeting. Unless otherwise indicated, the recommendations of the Executive Committee were in all things approved as set forth below:

- MINUTES  
4-9-92
1. U. T. Board of Regents: Redesignation of the Title of Vice Chancellor for Business Affairs as Executive Vice Chancellor for Business Affairs and Authorization for the Executive Secretary to the Board to Make Appropriate Editorial Changes in the Regents' Rules and Regulations to Conform to This Title Change (Exec. Com. Letter 92-12).--Upon recommendation of the Executive and Business Affairs and Audit Committees, the Board redesignated the title of Vice Chancellor for Business Affairs of The University of Texas System as Executive Vice Chancellor for Business Affairs and authorized the Executive Secretary to the Board of Regents to make such editorial changes to the Regents' Rules and Regulations as are necessary to conform to this redesignation of title.

The redesignation as Executive Vice Chancellor recognizes expanded line and staff responsibilities for such activities as debt service administration and direct operational responsibility for the West Texas lands.

The Executive Vice Chancellor for Business Affairs will continue to be responsible for supporting the activities of the offices of the Executive Vice Chancellors for Academic Affairs and Health Affairs.

- MINUTES  
4-9-92
2. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter II, Section 6 (Executive Vice Chancellor for Asset Management) and Section 7 (Vice Chancellor for Business Affairs) and Authorization for the Executive Secretary to the Board to Make Appropriate Editorial Changes to the Regents' Rules and Regulations (Exec. Com. Letter 92-11).--The Board, upon recommendation of the Executive and Asset Management Committees, amended the Regents' Rules and Regulations, Part One, Chapter II, Sections 6 (Executive Vice Chancellor for Asset Management) and 7 (Vice Chancellor for Business Affairs) as set forth below and authorized the Executive Secretary to the Board, in consultation with the Vice Chancellor and General Counsel, to make such editorial changes in the remainder of the Regents' Rules and Regulations as are necessary to conform to these amendments.

a. Section 6 was amended as follows:

Sec. 6. Vice Chancellor for Asset Management.

The Vice Chancellor for Asset Management has responsibility for the management of all investment, endowment, trust, and endowment real estate assets of the System. The Offices of Asset Management, Investments, Endowment Management and Administration, and Endowment Real Estate

report to and are responsible to the Vice Chancellor for Asset Management. The Vice Chancellor for Asset Management reports to and is responsible to the Chancellor. The Vice Chancellor for Asset Management has direct access to the Board of Regents and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

6.1 Appointment and Tenure.

The Vice Chancellor for Asset Management shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Vice Chancellor for Asset Management shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Vice Chancellor for Asset Management are subject to review and approval by the Board.

6.2 Duties and Responsibilities.

The Vice Chancellor for Asset Management has responsibility for the management of trust and endowment lands and noncampus lands held in the name of the Board of Regents including the investment and management of trusts, trust assets, endowments, the Permanent University Fund and such other funds as may be assigned in such a manner as to maximize the monies available for excellence in all activities of the System. The Vice Chancellor for Asset Management will coordinate and cooperate with the Executive Vice Chancellor for Business Affairs in bringing to the Board recommendations on those policy issues which impact upon the asset management aspects of the Permanent University Fund Lands and shall provide to the Board of Regents through the Executive Vice Chancellor for Business Affairs an independent report and assessment of the System's ability to finance prospective debt issues. In consultation with the Chancellor, the Vice Chancellor for Asset Management shall prepare recommendations and supporting information on his or her responsibilities for consideration by the appropriate standing committees of the Board and the Board of Regents. The Vice Chancellor for Asset Management will coordinate and cooperate with the Office of General Counsel in the development and management of the Intellectual Property resources of the System.



6.3 Officers for Investments and Endowment Management and Administration.  
The Vice Chancellor for Asset Management and his or her delegates, Executive Director for Investments and Executive Director of Endowment Management and Administration implement policies and actions approved by the Board with respect to:

6.31 Investing, managing, and administering all endowment funds belonging to the System and its component institutions, including the Permanent University Fund and all trusts and special funds.

6.32 Presenting to the Board through the Chancellor periodic reports of the status and prospect of funds for which he or she has responsibility and that will be available for expenditure by the System and its component institutions.

6.33 Consulting with the Executive Associate for Economic Affairs with respect to the development of long-range plans for the development and management of the investments of the System and its component institutions.

6.4 Office of Endowment Real Estate.  
Subject to delegation by the Vice Chancellor for Asset Management, the Executive Director of Endowment Real Estate . . .

b. Section 7 was amended by adding new Subsections 7.2(14) and 7.2(15) and renumbering present Subsection 7.2(14) as Subsection 7.2(16) as set out below:

7.2(14) Implementing policy for the receipt, disbursement, and custody of funds; for terms of depository agreements with banks; and for custody of bearer securities owned by System funds that are maintained in bank safety deposit boxes and are not in custody with the State Treasurer.

7.2(15) Forwarding debt issues for approval by the Board of Regents following the concurrence of the Vice Chancellor for Asset Management.

7.2(16) Performing such other duties as may be assigned by the Chancellor.

- c. To facilitate and implement the transfer of functions set forth in b. above, Subsection 7.322 was amended relating to the responsibilities of the Director of Accounting and a new Section 7.37 was added related to the debt service and bond management programs as set forth below:

7.322 For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the appropriate authority, of bearer securities maintained in bank lock boxes.

7.37

Executive Director of Finance.

Subject to delegation by the Executive Vice Chancellor for Business Affairs, the Executive Director of Finance is responsible for:

7.371 Developing and implementing policies and procedures for the general program areas of debt financing, local funds, and cash management.

7.372 Issuing, managing and paying all bonds and other evidences of indebtedness issued by the Board for the System and its component institutions.

7.373 Submitting periodic reports to the Executive Vice Chancellor for Business Affairs concerning the Office of Finance.

The foregoing action redesignates the head of the U. T. System investment operations as a vice chancellor and is intended to signify a more continuing and direct involvement of the vice chancellor with the portfolio investment programs of the U. T. System.

In keeping with the concentration on the importance of the investment function, the basic cash management/treasury functions and the direct responsibility for debt service administration and bonding programs are reassigned to the Executive Vice Chancellor for Business Affairs and in the functional transfer it is specified that the appropriate involvement of the Vice Chancellor for Asset Management be continued.

100-216  
10-1-92

SPECIAL ITEM

MINUTES  
4-9-92

U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter II, Section 12, Subsection 12.1, Subdivision 12.11 (Chief Administrative Officers of Component Institutions).--Chairman Beecherl called the Board's attention to the special item related to proposed amendments to the Regents' Rules and Regulations, Part One, Chapter II, Section 12, Subsection 12.1, Subdivision 12.11 regarding both the composition of and the process for appointments to the Advisory Committee for the Selection of a President. He noted that the proposed recommendations, which were finalized after the Material Supporting the Agenda was prepared and were before the Board on yellow paper, resulted from the Board's experience with The University of Texas at Arlington presidential search process and discussions among Regent Holmes, Regent Temple, and himself. Chairman Beecherl then called on Regent Holmes for his comments.

Regent Holmes expressed appreciation to a number of individuals from the Dallas area who were present at the meeting and who had discussed the composition of the Advisory Committee for the Selection of a President for U. T. Arlington with him. He noted that several individuals had expressed concern that no African-Americans were on the search committee, and he reassured those individuals that there was no deliberate intention to exclude African-Americans from the makeup of that committee. He pointed out that the total composition of the committee was not known until after it was formed. Regent Holmes indicated that he had conveyed this concern to Chairman Beecherl and had come up with an amendment to the Regents' Rules and Regulations which would prevent this from happening in the future. He noted that the proposed amendments would (1) add representation of two nonfaculty employees to an advisory committee and at the option of the Chairman of the Board of Regents one external representative to provide a balance of input from major constituents in the advisory process and (2) include a U. T. Board of Regents' request that campus constituent groups consider diversity in selecting representatives and commits the Chairman to make his or her appointments after campus selections in order to further maximize potential for diversity in advisory committee composition. The amendment would increase the size of the advisory committee from a maximum of 15 to a maximum of 18 representatives.

Following a detailed discussion and upon motion of Regent Holmes, seconded by Regents Rapoport and Temple, the Board amended the Regents' Rules and Regulations, Part One, Chapter II, Section 12, Subsection 12.1, Subdivision 12.11 regarding the selection of chief administrative officers of component institutions of The University of Texas System to read as set forth below:

Sec. 12. Chief Administrative Officers of Component Institutions.

- 12.1 The Board selects the chief administrative officer of each component institution.
- 12.11 When there is a vacancy or it is known that there is to be a vacancy in the office of a chief administrative officer of a component institution having faculty and students and the Board does not have candidate(s)

from recent searches at other component institutions, from within the U. T. System, and/or of national prominence from outside the U. T. System to advance for consideration, an Advisory Committee shall be established to recommend candidates to the Board. The Executive Vice Chancellor having responsibility for the operation of the institution where the vacancy has occurred or is to occur shall be chairman of the Advisory Committee. In circumstances where this Executive Vice Chancellor may be a candidate for the office, the chairman of the Advisory Committee shall be the Chancellor or the Chancellor's designee. In addition to the chairman, committee membership is as follows:

The Chancellor;  
Two Chief Administrative Officers;

(to be appointed by the Chairman of the Board from two of the component institutions)

Two Regents;

(to be appointed by the Chairman of the Board)

Three Faculty members of the institution involved, at least two of whom shall have the rank of associate professor or higher;  
(method of selection to be determined by the General Faculty of the campus)

One Dean;

(for academic institutions to be selected by Dean's Council of the institution involved) (for health-related institutions to be the Dean of the Medical School involved or in the absence of that position a senior representative of the teaching program of the component selected by the chief administrative officer)

Two Students from the institution involved; (method of selection to be determined by the Student Government of the campus involved or, if there be no Student Government, by the chief administrative officer of the institution; if the component does not have students, this category of representation shall be omitted)

President of the Ex-Students' Association of the campus involved; (if institution does not have an active alumni organization, then an alumnus of the component selected by the Chairman of the Board of Regents; if the component does not have degree granting authority, this category shall be omitted)

Two non-faculty employees of the institution involved, one in a classified position and one in an administrative position; (to be selected by the chief administrative officer or in accordance with institutional procedures approved by the chief administrative officer)

Not more than two representatives of the component's external constituency who have demonstrated a deep interest in and support of the institution, its programs and its role in community activities to be appointed by the Chairman of the Board of Regents. Where a component institution has a statewide mission; special area programmatic relationships or partnerships with junior or community colleges, private universities or public schools, business/corporate entities, community or public service agencies; or other unique constituencies, the Chairman of the Board of Regents may appoint an additional representative.

Campus constituent groups with responsibility for selection of Advisory Committee representatives are expected to consider diversity, particularly as it relates to minority and female representation. Unless there are unusual delays in faculty, staff or student representative selection which postpone initiation of the committee process, the Chairman of the Board will make his or her appointments to the Advisory Committee after campus selections in order to maximize the prospect that the total committee composition reflects diversity.

See Page 74 for further reference to these amendments.

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*Per AD, switched sections*

6. 7.

*Exec*

Associate for Economic Affairs.

- 9.1 The Executive Associate for Economic Affairs is elected by the Board, serves at the pleasure of the Board, reports to and is responsible to the Board, and receives such compensation as may be fixed by the Board.
- 9.2 Duties.--The Executive Associate on a continuing basis conceives and develops long-range plans and studies with respect to the development and management of economic affairs of the component institutions, and upon request, consults and advises with the Board and the Executive Vice Chancellor for Asset Management regarding plans and studies and shall have such other duties and responsibilities as may be directed by the Board.

Sec. 10. Signature Authority for Documents Executed on Behalf of the Board.

- 10.1 Except as may be otherwise provided in these Rules and Regulations or in the resolution or order of the Board with respect to the approval of a specific document or with respect to the approval of a program or project requiring the execution of one or more documents, the Chairman of the Board, the Designated Vice-Chairman of the Board, the Chancellor or his or her designee, or the appropriate Executive Vice Chancellor may sign on behalf of the Board:
- 10.11 all contracts, agreements, leases, conveyances, deeds, easements, rights-of-way, bonds, licenses, or permits and all amendments, extensions or renewals of same that have been approved, authorized or granted by the Board as an item on the Agenda of the Board at a regular or special meeting;
- 10.12 applications for permits or licenses to be issued to the Board or a component institution that have been approved or authorized by the Board;

Appointment and Tenure.

The Executive Vice Chancellor for Health Affairs shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Executive Vice Chancellor for Health Affairs shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Executive Vice Chancellor for Health Affairs are subject to review and approval by the Board.

5.2 Duties and Responsibilities.

The Executive Vice Chancellor for Health Affairs shall have as a prime responsibility the maintenance of high academic quality in the health-related teaching institutions and high quality health services in the health-care delivery institutions of the System. Through the chief administrative officers of the component institutions, he or she shall have responsibility for the budgets, academic planning and programs, facilities planning and construction, and personnel (both academic and nonacademic) of those components. In consultation with the Chancellor, the Executive Vice Chancellor for Health Affairs shall prepare recommendations and supporting information on such matters for consideration by the appropriate standing committees of the Board and the Board of Regents.

Sec. 6.

Executive Vice Chancellor for Asset Management.

The Executive Vice Chancellor for Asset Management has line responsibility for the conduct of all investments and for the management of the assets of the System. The Offices of Asset Management, Finance, Investments, Endowments and Trusts, and Endowment Real Estate report to and are responsible to the Executive Vice Chancellor for Asset Management. The Executive Vice Chancellor for Asset Management reports to and is responsible to the Chancellor. The Executive Vice Chancellor for Asset Management has direct access to the Board of Regents and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

*Section 6. amended in 4/92 M.O.*



6.1 Appointment and Tenure.

The Executive Vice Chancellor for Asset Management shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Executive Vice Chancellor for Asset Management shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Executive Vice Chancellor for Asset Management are subject to review and approval by the Board.

6.2 Duties and Responsibilities.

The Executive Vice Chancellor for Asset Management has responsibility for the management of trust and endowment lands and noncampus lands held in the name of the Board of Regents including the investment and management of trusts, trust assets, endowments and management of the investment of the Permanent University Fund. This office has as a prime responsibility the management of the trust and endowment lands, trusts, endowments, and other such funds of the System in such a manner as to maximize the monies available for excellence in all activities of the System. This office also has a prime responsibility for policies on receipt, disbursement, and custody of funds; for terms of depository agreements with banks; and for custody (with the Director of Accounting) for bearer securities owned by System funds that are maintained in bank safety deposit boxes and are not in custody with the State Treasurer. This office in conjunction with the Vice Chancellor and General Counsel prepares debt issues. The Executive Vice Chancellor for Asset Management will coordinate and cooperate with the Vice Chancellor for Business Affairs in bringing to the Board recommendations on those policy issues which impact upon the asset management aspects of the Permanent University Fund Lands. In consultation with the Chancellor, the Executive Vice Chancellor for Asset Management shall prepare recommendations and supporting information on his or her responsibilities for consideration by the appropriate standing committees of the Board and the Board of Regents.

6.3 Officers for Finance, Investments, and Endowments and Trusts.

The Executive Vice Chancellor for Asset Management and his or her delegates, Executive Director - Finance, Executive Director for Investments, and Executive Director of Endowment Management and Administration implement policies and actions approved by the Board with respect to:

- 6.31 Investing, managing, and administering of all endowment funds belonging to the System and its component institutions, including the Permanent University Fund and all trusts and special funds.
- 6.32 Issuing, managing, and paying all bonds and other evidences of indebtedness issued by the Board for System and its component institutions.
- 6.33 Presenting to the Board through the Chancellor periodic reports of the status and prospect of funds for which he or she has responsibility and that will be available for expenditure by the System and its component institutions.
- 6.34 Consulting with the Executive Associate for Economic Affairs with respect to the development of long-range plans for the development and management of the economic resources of the System and its component institutions.

6.4 Office of Endowment Real Estate.

Subject to delegation by the Executive Vice Chancellor for Asset Management, the Executive Director of Endowment Real Estate is responsible for the management of all real estate held in the name of the Board of Regents, except for Permanent University Fund Lands and campus real estate, with a view toward maximizing the income to be realized from the operation and/or sale of these properties. In fulfilling this responsibility, the Executive Director of Endowment Real Estate will:

- 6.41 Work closely with the appropriate Executive Vice Chancellor, the chief administrative officer of a component institution of the System and that officer's delegates with

regard to the management of trust lands and other noncampus real estate interests held by the Board of Regents for and on behalf of a particular institution.

- 6.42 Establish procedures that insure effective coordination with the Executive Director for Endowment Management and Administration with regard to the management of trust lands other than University Lands.
- 6.43 Be responsible to the Vice Chancellor for Business Affairs for the acquisition or disposal of nonendowment and campus lands.

Sec. 7.

Vice Chancellor for Business Affairs.

The Vice Chancellor for Business Affairs reports to the Chancellor and is responsible for the direction of those offices and supervision of those areas of responsibility set forth in Section 7.3 of this Chapter. The Vice Chancellor for Business Affairs provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor for Business Affairs has direct access to the Board of Regents of The University of Texas System and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

7.1 Appointment and Tenure.

The Vice Chancellor for Business Affairs shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Business Affairs shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Business Affairs are subject to review and approval by the Board.

7.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor for Business Affairs include:

- 7.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.22 Submitting recommendations to the Chancellor and to the appropriate Executive Vice Chancellor on business operations of the components of the System.

*Sections of this amended in 4/92 minutes*

Life;  
Accidental Death and Dis-  
memberment;  
Income Replacement; and  
Retirement.

7.2(14) Performing such other duties as may be assigned by the Chancellor.

7.3 Duties of Officers Reporting to the Vice Chancellor for Business Affairs.

7.31 Director of the Office of Budget and Fiscal Policy.

The primary responsibilities of the Office of Budget and Fiscal Policy are to plan and develop systems and procedures for uniform budget preparation, budget control and financial reporting and to formulate, recommend and implement procedures to be followed in the business operations of the System. Subject to delegation by the Vice Chancellor for Business Affairs, the major duties and responsibilities of the Director of the Office of Budget and Fiscal Policy include:

7.311 Budget Duties and Responsibilities.

- 7.3111 Formulating procedures governing the preparation and review of all budgets and developing effective methods of presenting approved budgets to appropriate agencies.
- 7.3112 Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
- 7.3113 Preparing budget-writing instructions.
- 7.3114 Conducting budget and other related research studies.
- 7.3115 Planning systems and procedures for budgetary control and financial reporting.

7.3128 Investment Accounting  
Office.

7.32

Director of Accounting.

The Director of Accounting of The University of Texas at Austin serves also as director of accounting for System Administration and is the accounting officer for both The University of Texas at Austin and for System Administration. With respect to System Administration matters, the Director of Accounting reports to and is responsible to the Director of the Office of Budget and Fiscal Policy. With respect to other matters, the Director reports to the appropriate officers of The University of Texas at Austin. Subject to delegation by the Vice Chancellor for Business Affairs, the duties of the office include:

- 7.321 Having responsibility for custody, accounting and reporting of all funds handled by the Director of Accounting's Office for the component institutions outside of Austin, and for System Administration, the Permanent University Fund, the Available University Fund, and trust and special funds.
- 7.322 For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the Executive Vice Chancellor for Asset Management, of bearer securities maintained in bank lock boxes.
- 7.323 Maintaining a full and complete set of records that accurately reflect the balances and transactions of

all financial and property accounts of the System (as contracted with such accounts of the component institutions).

7.33 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction reports to the Vice Chancellor for Business Affairs. The primary duties and responsibilities of the office include:

- 7.331 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.332 Managing the administration and general supervision of any new building construction and initial equipping thereof or any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$300,000 or more; managing any preliminary planning, feasibility studies, or investigations which are estimated to ultimately develop into one of the above projects at any component institution of the System; advising and working with the consultants, architects and engineers employed by the Board subject to the terms and conditions of the contracts with those architects and engineers.
- 7.333 Serving as ex officio member of all faculty building committees at the component institutions.

- 7.334 Preparing and executing all documents relating to the acquisition and the use of funds received from the federal government and state agencies in connection with construction grant awards.
- 7.335 Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.
- 7.336 Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.
- 7.337 Developing standards for maintenance of all physical facilities at component institutions.
- 7.338 Directing the negotiation and approval of all utility contracts.
- 7.339 Coordinating compliance with federal and state accessibility standards applicable to new construction and major repair and rehabilitation of the System and the component institutions.

7.34

System Personnel Director.

The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Vice Chancellor for Business Affairs, the System Personnel Director is responsible for:

- 7.341 Acting as liaison between component institution personnel officers and the System officers regarding all personnel matters relating to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.

- 7.34(10) Conducting System-wide wage and salary research studies and formulating data for proper implementation of personnel pay programs.
- 7.34(11) In consultation with the personnel offices of the component institutions, developing and maintaining a System-wide Personnel Pay Plan with uniform titles and account numbers.

7.35 Director of Police.

Subject to delegation by the Vice Chancellor for Business Affairs, the Director of Police is responsible for:

- 7.351 Approving qualifications for police personnel at the component institutions of the System and approving all applicants to a basic or in-service training school or academy.
- 7.352 Approving the organizational structure for police departments at the component institutions of the System.
- 7.353 Establishing and supervising all training programs for System police, including basic and in-service training, as well as on-the-job training at each component institution of the System.
- 7.354 Conducting the System training in accordance with the standards of the Texas Commission on Law Enforcement Officer Standards and Education, in order to maintain accreditation with this state agency.
- 7.355 Maintaining liaison with the Director of Training, Texas Department of Public Safety,



- 7.35(13) Coordinating the use of police throughout the System in emergency situations.
- 7.35(14) Submitting periodic reports to the Vice Chancellor for Business Affairs concerning the operations of the police departments of the System.

7.36

West Texas Lands Management.

The Vice Chancellor for Business Affairs provides direction and management for all transactions relative to Permanent University Fund Lands (hereinafter sometimes referred to as "University Lands"). In the exercise of those responsibilities, the Vice Chancellor for Business Affairs:

- 7.361 Works closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 7.362 Develops procedures to ensure the involvement of the Executive Vice Chancellor for Asset Management in the development of recommendations which impact upon the asset management aspects of the Permanent University Fund Lands.
- 7.363 Directs and manages the operation of the following budgeted activities which are part of the Office of West Texas Lands:
  - University Lands - Oil, Gas, and Mineral Interests;
  - University Lands - Surface Interests (Oil Field Supervision); and
  - University Lands - Surface Interests (Leasing and Agricultural Projects).
- 7.364 Manager of University Lands - Oil, Gas, and Mineral Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Oil, Gas, and Mineral Interests

is responsible for providing field supervision of System operations, activities and transactions involving oil, gas, and mineral development and production on the University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:

- 7.3641 Making recommendations to the Board for Lease of University Lands, and the Board of Regents, as appropriate, for periodic oil and gas lease sales of University Lands, and for unitization, pooling and other transactions involving oil and gas leasehold and royalty interests and other mineral interests in University Lands.
- 7.3642 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.
- 7.3643 Reviewing periodically the terms and conditions of forms and transactions involving oil and gas interests in University Lands, and making recommendations with respect thereto to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands.

- 7.3644 Reporting regularly to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.
  - 7.3645 Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
  - 7.3646 Coordinating with the Manager of University Lands - Surface Interests in the discharge of their respective duties and responsibilities.
- 7.365 Manager of University Lands - Surface Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Surface Interests is responsible for providing field supervision of System operations, activities, and transactions pertaining to surface interests, water rights and oil and gas field operations in or on University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:
- 7.3651 Making recommendations to the Board with respect to all transactions involving surface interests in

- University Lands,  
including research projects,  
right-of-way easements,  
agricultural, grazing and other  
surface use leases, and geophysical  
permits.
- 7.3652 Organizing, directing, guiding,  
setting objectives and standards for,  
and assigning and evaluating the work  
of all personnel reporting to him or  
her.
- 7.3653 Reviewing periodically the terms  
and conditions of forms and transactions  
involving surface interests in University  
lands, and making recommendations with  
respect thereto to the Vice Chancellor  
for Business Affairs.
- 7.3654 Reporting regularly to the Vice  
Chancellor for Business Affairs all  
activities, developments and problems  
which could significantly affect System  
interests and University Lands,  
together with his or her recommendations  
with respect thereto.
- 7.3655 Working closely with federal  
and state agencies in connection with  
research and development projects and  
activities,

- 9.26 Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.
- 9.27 Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

Sec. 10. Other Code 1000 Staff and Officers of System Administration.

Staff and officers of System Administration designated as code 1000 shall be appointed by the Chancellor, the Executive Vice Chancellors, or Vice Chancellors to whom they will report. Persons so appointed shall not have tenure by virtue of their respective positions. They shall serve without fixed term, subject to the pleasure of the officer to whom they report. The actions of the appointing officer concerning such positions are in turn subject to review and approval by the Chancellor or the Board as required by the Regents' Rules and Regulations.

Sec. 11. Councils of the System.

11.1 The System Council.

*yes  
deleted*

The System Council is composed of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, the Executive Director for Public Affairs and Development, and the chief administrative officers of all the component institutions of The University of Texas System. The Chancellor shall serve as the Council's permanent chairman and shall conduct regular meetings to discuss those matters of general concern to the operation of The University of Texas System.

- 11.2 The Council of Academic Institutions.  
The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs and the chief administrative officers of the general academic institutions of the System. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Academic Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.
- 11.3 The Council of Health Institutions.  
The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs and the chief administrative officers of the component institutions of the System concerned directly with health affairs. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Health Affairs acts as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.
- 11.4 The Business Management Council.  
The Business Management Council advises the System Administration in the areas of component budgeting, business management, data processing, physical plant operations, planning, construction, and accounting systems development. The Council is composed of the Vice Chancellor for Business Affairs and the chief business officers of the component institutions. The Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the

Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development, or their delegates, serve as ex officio members of this Council. The Vice Chancellor for Business Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council.

Sec. 12. Chief Administrative Officers of Component Institutions.

12.1 The Board selects the chief administrative officer of each component institution.

12.11 When there is a vacancy or it is known that there is to be a vacancy in the office of a chief administrative officer of a component institution having faculty and students and the Board does not have candidate(s) from recent searches at other component institutions, from within the U. T. System, and/or of national prominence from outside the U. T. System to advance for consideration, an Advisory Committee shall be established to recommend candidates to the Board. The Executive Vice Chancellor having responsibility for the operation of the institution where the vacancy has occurred or is to occur shall be chairman of the Advisory Committee. In circumstances where this Executive Vice Chancellor may be a candidate for the office, the chairman of the Advisory Committee shall be the Chancellor or the Chancellor's designee. In addition to the chairman, committee membership is as follows:

The Chancellor;  
Two Chief Administrative Officers;  
(to be appointed by the Chairman of the Board from two of the component institutions)  
Two Regents;  
(to be appointed by the Chairman of the Board)

	<u>Full Title</u>	<u>Short Title</u>
4.93	The University of Texas of the Permian Basin Division of Education	
4.94	The University of Texas of the Permian Basin Division of Humanities and Fine Arts	
4.95	The University of Texas of the Permian Basin Division of Science and Engineering	
4.(10)	The University of Texas at San Antonio	U.T. San Antonio
4.(10)1	The University of Texas at San Antonio College of Business	
4.(10)2	The University of Texas at San Antonio College of Fine Arts and Humanities	
4.(10)3	The University of Texas at San Antonio College of Social and Behavioral Sciences	
4.(10)4	The University of Texas at San Antonio College of Sciences and Engineering	
4.(10)5	The University of Texas Institute of Texan Cultures at San Antonio	U.T. Institute of Texan Cultures - San Antonio
4.(11)	The University of Texas at Tyler	U.T. Tyler
4.(11)1	The University of Texas at Tyler School of Business Administration	
4.(11)2	The University of Texas at Tyler School of Education and Psychology	

Editorial Amendment  
Issued October 1989



13. U. T. San Antonio: Establishment of Differential Graduate Tuition Rates for the Colleges of Business, Fine Arts and Humanities, Sciences and Engineering, and Social and Behavioral Sciences Effective with the Fall Semester 1992 (Catalog Change).--Section 54.008 of the Texas Education Code provides that governing boards of institutions of higher education may set differential tuition rates for graduate programs in an institution provided that such rates are at least equal to the minimum rates established by statute and not more than double the statutory rate.

In accordance therewith and upon recommendation of the Academic Affairs Committee, the Board approved the establishment of differential graduate tuition rates for the Colleges of Business, Fine Arts and Humanities, Sciences and Engineering, and Social and Behavioral Sciences at The University of Texas at San Antonio effective with the Fall Semester 1992 as set out below:

	Graduate Tuition Rates*
	1992-93
<u>Col</u>	\$ 48
	172
<u>Col and</u>	
	48
	172
<u>Col and</u>	
	48
	172
<u>College of Social and Behavioral Sciences</u>	
Resident	48
Nonresident	172

\* Amount per semester credit hour of registration

Priority uses for the additional funds are to provide increased financial aid for graduate students and instructional program support within the college generating the additional funds. Specific allocation of differential tuition funds is approved by the U. T. Board of Regents through either the annual operating budget or docketing procedures, as appropriate, in compliance with all applicable statutes and budget policies of the U. T. Board of Regents.

It was ordered that the next appropriate catalog published at U. T. San Antonio be amended to conform to this action.

*PC - Give me a XC of this page & staple the yellow note to it so we can edit RPK. mgf/17*

*Amend RPK editorial*

*Part One, Chapter VIII, Section 4. (10)*

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7328 (512) 499-4402

MEMORANDUM

DATE March 6, 1992

TO: Those Who Receive RRR Amendments (List Attached)

FROM: Arthur H. Dilly *AD*

SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Page III-13	Page III-13
Pages VII-12 and VII-14	Pages VII-12 and VII-14
Page VIII-3	Page VIII-3

The amendments approved at the February 13, 1992 meeting of the U. T. Board of Regents as well as editorial amendments have been incorporated on the revised pages.

AD/lp

Enclosures

Distribution List for Official Copies of  
Regents' Rules and Regulations

Board of Regents	9
Office of Board of Regents	3
Executive Associate for Economic Affairs	1
Legislative Budget Board	1
Governor's Budget and Planning Office	1
Publications Clearing House	1
State Auditor - U. T. Austin Representative	1
Legislative Reference Librarian	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Acting Executive Vice Chancellor for Asset Management	
Executive and Research Assistant to the Chancellor	
Vice Chancellor for Business Affairs	
Vice Chancellor and General Counsel	
Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Associate Deputy Chancellor, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

**NOTE:** See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.

---

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

Governor's Budget and Planning Office  
711 Sam Houston Building  
Austin, Texas 78711  
INTERAGENCY MAIL

Mr. James P. Oliver  
Director, Legislative Budget Board  
Second Floor, Room 207A, Capitol  
Austin, Texas 78711  
INTERAGENCY MAIL

State Auditor's Office  
The University of Texas at Austin  
Main Building 2108  
11400  
FACULTY MAIL

Mr. James R. Sanders  
Legislative Reference Librarian  
Second Floor, Capitol  
Austin, Texas 78711  
INTERAGENCY MAIL

Publications Clearing House  
Room 307, Texas State Library  
Austin, Texas 78711  
INTERAGENCY MAIL

Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752  
INTERAGENCY MAIL

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Associate Deputy Chancellor  
The Texas A&M University System  
College Station, Texas 77843-1117

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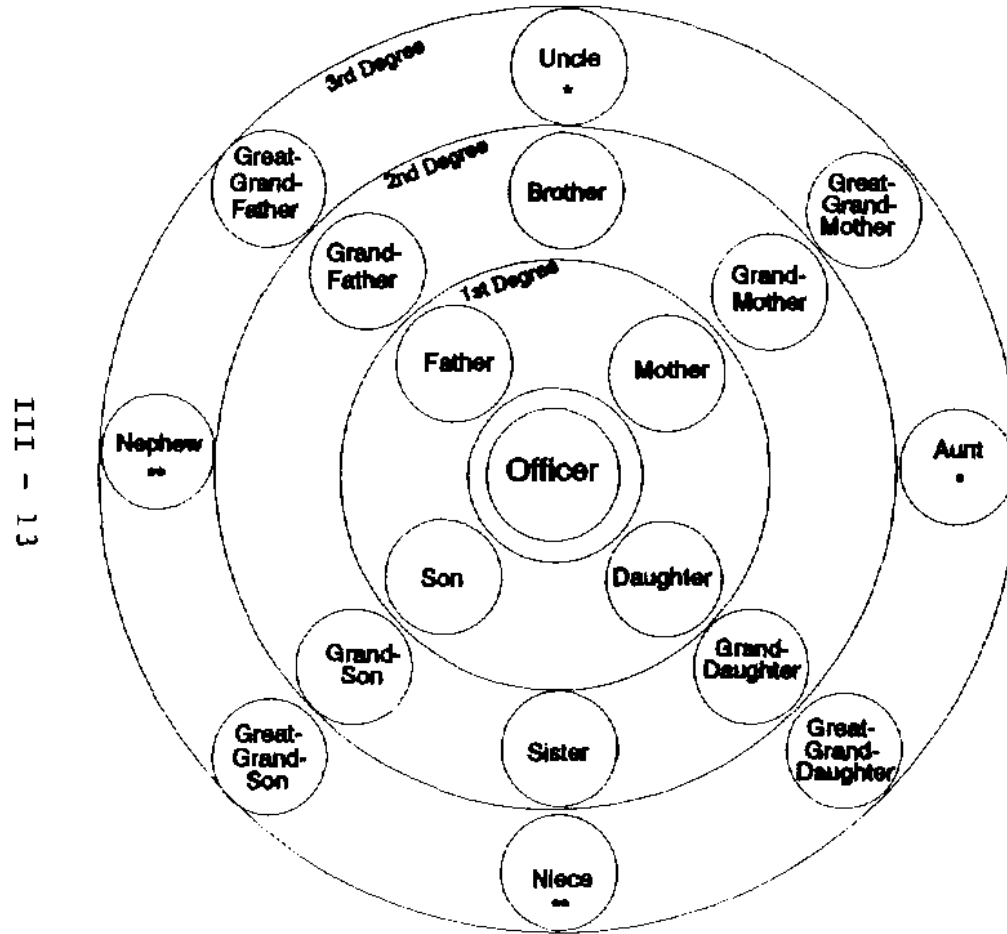
RULES AND REGULATIONS  
OF THE  
BOARD OF REGENTS  
OF  
THE UNIVERSITY OF TEXAS SYSTEM  
FOR THE GOVERNMENT OF  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through February 13, 1992,  
and Editorial Amendments through March 1992  
have been issued with this cover sheet)

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# CONSANGUINITY KINSHIP



III - 13

- \* Who is a sister/brother of the officer's parent
- \*\*Who is a child of the sister/brother of the officer

# AFFINITY KINSHIP

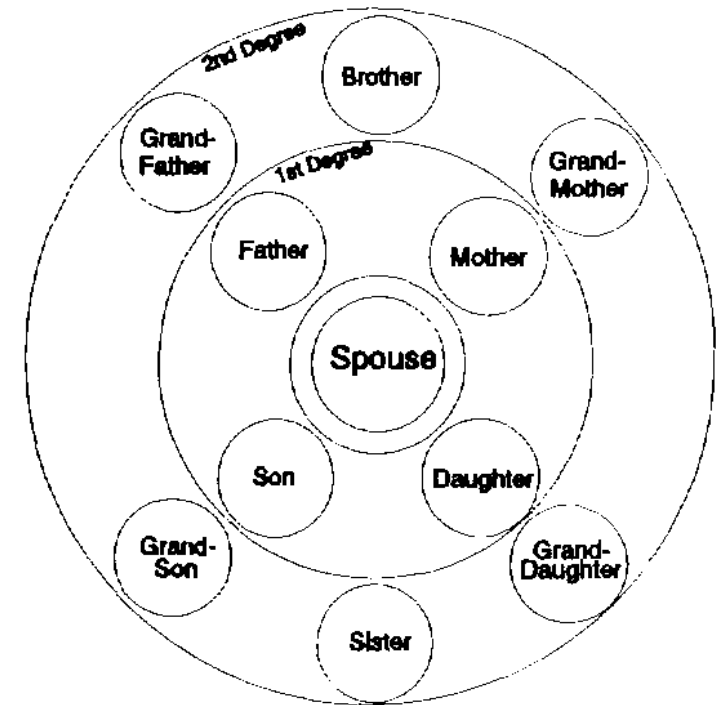


Table 1

<u>Foundation</u>	<u>Date Established</u>
Communication Foundation of the School of Communication	1/31/69
Graduate School Foundation	3/26/76
Graduate School of Library Science Foundation	6/20/69
College of Liberal Arts Foundation	7/11/80
College of Natural Sciences Foundation	7/11/80
Nursing Foundation of the School of Nursing	10/9/87
Longhorn Foundation	12/3/87
Longhorn Associates for Excellence in Women's Athletics Foundation	12/3/87
The University of Texas M.D. Anderson Cancer Center	
University Cancer Foundation	10/15/55
The University of Texas at Arlington Foundation	1/28/67
The University of Texas Medical Branch at Galveston Foundation	5/6/67
The University of Texas at El Paso	
The University of Texas at El Paso Foundation	7/29/67
The University of Texas at El Paso Miner Foundation	2/13/92

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<sup>3</sup> Formerly the Journalism Foundation of the School of Journalism  
established 1/10/59

6.2 An internal corporation is managed pursuant to its charter and bylaws and in accordance with the Regents' Rules and Regulations.

6.3 The following internal corporations are presently authorized:

<u>Internal Corporations</u>	<u>Date Chartered</u>
The Aerospace Heritage Foundation, Inc.	9/7/78
Ima Hogg Foundation, Inc.	6/26/64
The University of Texas System Medical Foundation, Inc.	10/5/73
The University of Texas at Austin School of Law Continuing Legal Education, Inc.	8/17/81
The University of Texas at Austin School of Law Publications, Inc.	8/17/81

Sec. 7. External Nonprofit Corporations.

The Board of Regents recognizes that there are legally incorporated nonprofit organizations (most having the word "foundation" in their charter) whose sole purpose is to benefit The University of Texas System, its component institutions, or teaching, research, and other activities within those component institutions. These organizations are administered by boards of directors independent from the control and supervision of the Board of Regents. Accordingly, as is the case with other external organizations, no component institution, or department or school of a component institution, may accept or receive gifts or bequests from any such external organization until such gifts or bequests have been accepted and approved by the Board of Regents.



consistence of usage throughout the System, the component institutions and their respective entities shall be listed in the following order and the following titles shall be used:

	<u>Full Title</u>	<u>Short Title</u>
4.1	The University of Texas System Board of Regents, including The University of Texas Permanent University Fund	U.T. Board of Regents Permanent University Fund
4.2	The University of Texas System Administration	U.T. System Administration
4.3	The University of Texas at Arlington	U.T. Arlington
4.31	The University of Texas at Arlington School of Architecture	
4.32	The University of Texas at Arlington College of Business Administration	
4.33	The University of Texas at Arlington College of Engineering	
4.34	The University of Texas at Arlington College of Liberal Arts	
4.35	The University of Texas at Arlington School of Nursing	
4.36	The University of Texas at Arlington College of Science	
4.37	The University of Texas at Arlington School of Social Work	
4.38	The University of Texas at Arlington Graduate School	

Editorial Amendment  
 Issued March 1992

REPORT AND RECOMMENDATIONS OF THE BUSINESS AFFAIRS AND AUDIT COMMITTEE (Pages 208 - 222).--Committee Chairman Loeffler reported that the Business Affairs and Audit Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Business Affairs and Audit Committee and approved in open session and without objection by the U. T. Board of Regents:

1. U. T. System: Approval of Chancellor's Docket No. 62 (Catalog Change).--Upon recommendation of the Business Affairs and Audit Committee, the Board approved Chancellor's Docket No. 62 in the form distributed by the Executive Secretary. It is attached following Page 307 in the official copies of the Minutes and is made a part of the record of this meeting.

It was expressly authorized that any contracts or other documents or instruments approved therein had been or shall be executed by the appropriate officials of the respective institution involved.

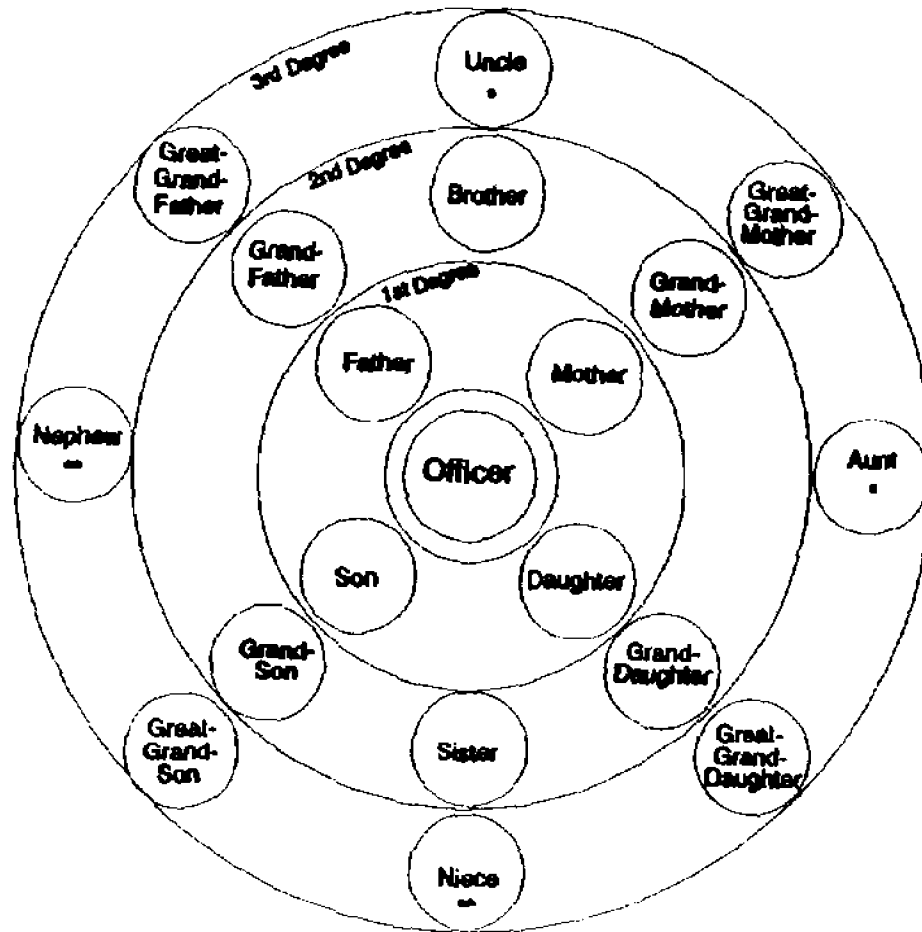
It was ordered that any item included in the Docket that normally is published in the institutional catalog be reflected in the next appropriate catalog published by the respective institution.

2. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendment to Chapter III, Section 5 [Appointment of Relatives (Nepotism Rule)].--Pursuant to action by the 72nd Texas Legislature which changed the existing nepotism statute from a common law to a civil law method, the Board amended the Regents' Rules and Regulations, Part One, Chapter III, Section 5 regarding the appointment of relatives (nepotism rule) by deleting the present nepotism chart (Table 1 as referenced in Subsection 5.22) and inserting in lieu thereof the nepotism chart set out on Page 209.

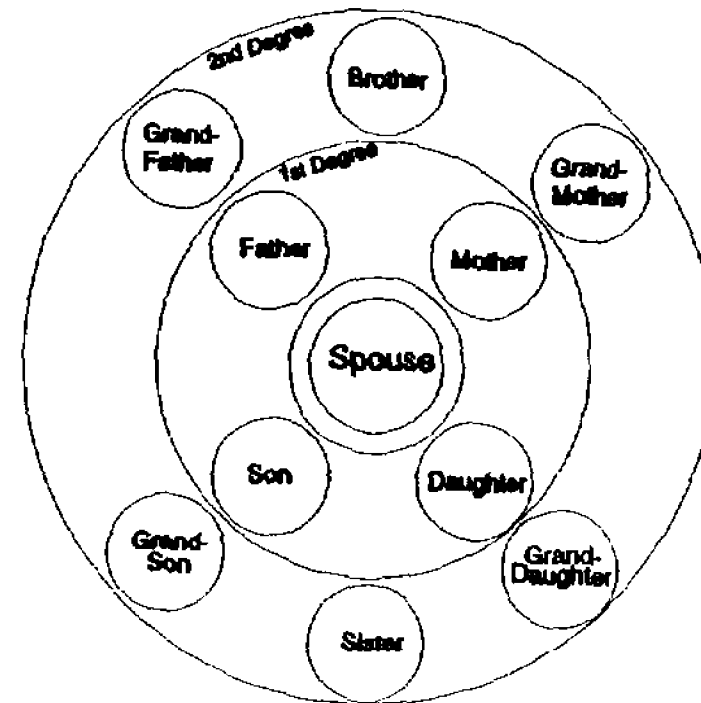
This redefinition of nepotism is less restrictive than the former law in the provisions regarding the degrees of consanguinity.

*Minutes*  
2-13-92

# CONSANGUINITY KINSHIP



# AFFINITY KINSHIP



\* Who is a sister/brother of the officer's parent

\*\*Who is a child of the sister/brother of the officer

Table 1

University of Texas at El Paso effective with the Fall Semester 1992 as set out below:

	<u>Graduate Tuition Rate* 1992-93</u>
<u>College of Business Administration</u>	
Resident	\$ 48
Nonresident	172
<u>College of Engineering</u>	
Resident	48
Nonresident	172
<u>College of Nursing and Allied Health</u>	
Resident	42
Nonresident	172

\* Amount per semester credit hour of registration

Priority uses of the additional funds derived from the differential tuition charges are for meeting the higher costs associated with offering graduate programs in these areas, for faculty and student support, and for other academic support programs.

It was ordered that the next appropriate catalog published at U. T. El Paso be amended to conform to this action.

- Minutes  
2-13-92*
14. U. T. El Paso: Establishment of the Miner Foundation for Intercollegiate Athletics for Men and Women; Approval to Amend the Regents' Rules and Regulations, Part One, Chapter VII, Section 4, Subsection 4.3 (Internal Foundations) to Include Miner Foundation; and Establishment of the Miner Foundation Advisory Council.--In December 1984, the U. T. Board of Regents approved an agreement to authorize the El Dorados Organization, a privately incorporated nonprofit organization, to solicit funds on behalf of The University of Texas at El Paso's athletic programs. This approach has served the institution well in the intervening years; however, National Collegiate Athletic Association (NCAA) expectations related to university control over athletic fund raising activities suggest enhanced visibility and fund raising capability could be provided by an internal foundation.

Upon recommendation of the Academic Affairs Committee, the Board:

- a. Approved the resolution set out on Page 243 establishing the Miner Foundation as an internal foundation to benefit Intercollegiate Athletics for Men and Women at U. T. El Paso in accordance with the Regents' Rules and Regulations, Part One, Chapter VII, Section 4, Subsection 4.3 (Internal Foundations)

- b. Authorized the Executive Secretary to the U. T. Board of Regents to add the foundation to the list of approved internal foundations set out in the Regents' Rules and Regulations, Part One, Chapter VII, Section 4, Subsection 4.33
- c. Established the Miner Foundation Advisory Council pursuant to the Regents' Rules and Regulations, Part One, Chapter VII, Section 3, with the understanding that nominees to the Miner Foundation Advisory Council will be submitted for approval at a future meeting.

The establishment of an internal foundation will provide assurance of consistent, internal control over fund raising for men's and women's athletic programs. The El Dorados have agreed to mutual termination of the 1984 agreement and ceased activities on behalf of U. T. El Paso as of January 1, 1992.

**Resolution of the Board of Regents  
of The University of Texas System**

WHEREAS, There exists a clear and specific need for means to finance the program of the Department of Intercollegiate Athletics of The University of Texas at El Paso, in addition to the regular budgetary provisions; and

WHEREAS, It is the desire of interested persons to set up the facilities to encourage and assist in such financing;

IT IS NOW RESOLVED, That the Board of Regents of The University of Texas System hereby establishes the Miner Foundation of the Department of Intercollegiate Athletics of The University of Texas at El Paso.

AND FURTHER, That the purpose of the said Foundation shall be to foster the understanding and development of the programs of the Department of Intercollegiate Athletics at The University of Texas at El Paso, and to encourage the making of gifts to the Foundation by deed, grant, will or otherwise for any purpose appropriate to the work of the Foundation.

AND FINALLY, That all donations to and assets of the Foundation shall be accepted and managed subject to the following conditions:

1. The unrestricted funds of the Foundation shall be devoted to the enrichment of the scholarship programs for student athletes in all varsity sports of the Department of Intercollegiate Athletics of The University of Texas at El Paso and such special funds as may be established from time to time, and shall not be used for the ordinary operating expenses of the Department of Intercollegiate Athletics.

2. A donation to the Foundation may be made for a specific purpose as specified by the donor or may be given as unrestricted funds. Gifts which meet or exceed the minimum requirements of the Board of Regents may be presented for acceptance by the Board as permanently endowed funds for support of the Intercollegiate Athletic program of The University of Texas at El Paso.

3. The Board of Regents shall hold, manage, control, sell, exchange, lease, convey, mortgage or otherwise encumber, invest or reinvest, and generally shall have the power to dispose of in any manner and for any consideration and on any terms the said gifts, funds, or property in their discretion and shall from time to time pay out of the income, or if the income be insufficient, out of the principal, all expenses of the trust and all expenditures incurred in furthering the purposes of the trust.

4. Neither any donation to the Miner Foundation nor any fund or property arising therefrom in whatever form it may take shall ever be any part of the Permanent University Fund nor shall the Legislature have power to be in any way authorized to change the purposes thereof or to divert such donation, fund or property from those designated purposes.

5. As in the case of other funds, authorization for expenditure of all funds from the Foundation shall be vested in the Board of Regents and recommendations for such expenditures shall be made by the President of The University of Texas at El Paso to the Office of the Chancellor and by the Office of the Chancellor to the Board of Regents of The University of Texas System.

4. U. T. Austin: Report on Transfer of Dockside Utility Building and Adjacent Facilities to the U. T. Medical Branch - Galveston.--It is herewith reported for the record that the Dockside Utility Building physically located on the campus of The University of Texas Medical Branch at Galveston has been transferred from the inventory of The University of Texas at Austin to that of the U. T. Medical Branch - Galveston.

Under the terms of the transfer, the Institute for Geophysics at U. T. Austin will retain full access to and use of the Dockside Utility Building, the Geophysics Dock and adjacent parking area for a period not to exceed August 31, 1993. An Interagency Cooperation Contract will be executed to provide utilities, security, maintenance, supplies, and services through the period of occupancy. Following that date, the facilities will be used in support of the programs of the Marine Biomedical Institute at the U. T. Medical Branch - Galveston.

5. U. T. Health Science Center - Houston: Report on Dissolution of The Houston Health Science Center Foundation, Inc.--It is reported for the record that The Houston Health Science Center Foundation, Inc., an internal corporation as that term is defined in the Regents' Rules and Regulations, Part One, Chapter VII, Section 6, has been dissolved as being an administrative mechanism no longer needed by the private fund development program of The University of Texas Health Science Center at Houston.

At a briefing of the Business Affairs and Audit Committee on September 10, 1991, the intent to dissolve this foundation was reported. The appropriate section of the Regents' Rules and Regulations will be amended to reflect this dissolution.

REPORT OF BOARD FOR LEASE OF UNIVERSITY LANDS

Regent Ramirez, Vice-Chairman of the Board for Lease of University Lands, submitted the following report on behalf of that Board:

Report

The Board for Lease of University Lands met on January 16, 1992, in Austin, Texas, to discuss terms and procedures for an Oil and Gas Lease Sale on frontier acreage located in Culberson, El Paso, Hudspeth, and Terrell Counties. The Permanent University Fund lands located in these four counties have had very little exploration and no production.

The Board approved a special Oil and Gas Lease Sale for early October 1992, with the terms for bonus, rentals, and royalties to be announced after a study and recommendation by staff.

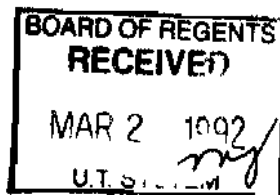
*RRR*  
*Part One*  
*(VII-14)*  
*In this*  
*included in*  
*amendments?*  
*Agree*  
*3/4*  
*yes*  
*should be*  
*RRR*

consistence of usage throughout the System, the component institutions and their respective entities shall be listed in the following order and the following titles shall be used:

	<u>Full Title</u>	<u>Short Title</u>
4.1	The University of Texas System Board of Regents, including The University of Texas Permanent University Fund	U.T. Board of Regents Permanent University Fund
4.2	The University of Texas System Administration	U.T. System Administration
4.3	The University of Texas at Arlington	U.T. Arlington
4.31	The University of Texas at Arlington School of Architecture	
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4.34	The University of Texas at Arlington College of Liberal Arts	
4.35	The University of Texas at Arlington School of Nursing	
4.36	The University of Texas at Arlington College of Science	
4.37	The University of Texas at Arlington [Graduate] School of Social Work	
4.38	The University of Texas at Arlington Graduate School	

3/2/92  
MG - Please make this editorial change. Supporting agenda item attached

Jamie  
Hend



OK/O

add - Will include as an editorial amendment with the 2/13/92 RRR amendments.

mg 3/2/92



Approved: *JLM JB*

U.T. SYSTEM - ACADEMIC AFFAIRS	
REC'D	SEP 17 1991
TO	FOR INFO AND RETURN
TO	PLEASE ADVISE M.
TO	PLEASE HANDLE

PROPOSED AGENDA ITEM

For Board of Regents' Meeting: October 11, 1991

Recommended Committee(s): Other Matters - Information Item

U. T. System: Status Report on Administratively Approved Academic Program Changes.--

REPORT

Under U. T. Board of Regents approved guidelines, certain academic program changes, "nonsubstantive" by Texas Higher Education Coordinating Board terminology, which are consistent with the U. T. Board of Regents and Coordinating Board approved institutional missions are forwarded by the appropriate Executive Vice Chancellor to the Coordinating Board for approval at the staff level, subject to periodic reporting to the U. T. Board of Regents for the record. Following is a report for the record of 24 such nonsubstantive approvals granted by the Coordinating Board for nine (9) U. T. System general academic and health related component institutions since August 1990.

U. T. Arlington (3 items)

1. Name of the Institute of Urban Studies changed to the School of Urban and Public Affairs.
2. Name of the Department of Philosophy changed to the Department of Philosophy and Humanities.
3. Realigned the Department of Social Work by changing administrative responsibility for the Bachelor of Social Work program from the College of Liberal Arts to the Graduate School of Social Work; and changed the name of the Graduate School of Social Work to the School of Social Work, and the name of the Department of Sociology, Anthropology, and Social Work to the Department of Sociology and Anthropology.

U. T. Austin (2 items)

4. Changed the names of the masters and doctoral programs in Middle Eastern and Oriental languages, literatures, and cultures to Master of Arts and Ph.D. degrees with major in Middle Eastern and Asian Languages, Literatures, and

Copies

Office of the Board of Regents (orig. + 1 xc)

xcs: ~~Chancellor Mark~~

- Dr. Duncan
- Dr. Mullins
- Dr. Binder
- Mr. Farabee

Supplemental Material

Date: 9/17/91  
JPD:hw

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7328 (512) 499-4402

MEMORANDUM

DATE November 14, 1991

TO: Those Who Receive R&R Amendments (List Attached)  
FROM: Arthur H. Dilly *AD*  
SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page Pages VIII-5 and VIII-6	Cover Page Pages VIII-5, VIII-6, and VIII-6a

The amendments approved at the October 11, 1991 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AD/lp

Enclosures

RULES AND REGULATIONS  
  
OF THE  
  
BOARD OF REGENTS  
  
OF  
  
THE UNIVERSITY OF TEXAS SYSTEM  
  
FOR THE GOVERNMENT OF  
  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through October 11, 1991,  
have been issued with this cover sheet)

---

	<u>Full Title</u>	<u>Short Title</u>
	4.4(15) The University of Texas at Austin Graduate School	
	4.4(16) The University of Texas at Austin Marine Science Institute	U.T. Austin Marine Science Institute
	4.4(17) The University of Texas at Austin McDonald Observatory at Mount Locke	U.T. Austin McDonald Observatory
4.5	The University of Texas at Brownsville	U.T. Brownsville
	4.51 The University of Texas at Brownsville School of Business and Industry	
	4.52 The University of Texas at Brownsville School of Education	
	4.53 The University of Texas at Brownsville School of Health Sciences	
	4.54 The University of Texas at Brownsville College of Liberal Arts	
	4.55 The University of Texas at Brownsville College of Science and Mathematics	
	4.56 The University of Texas at Brownsville Division of Continuing Education	
4.6	The University of Texas at Dallas	U.T. Dallas
	4.61 The University of Texas at Dallas School of Arts and Humanities	
	4.62 The University of Texas at Dallas Erik Jonsson School of Engineering and Computer Science	
	4.63 The University of Texas at Dallas School of General Studies	
	4.64 The University of Texas at Dallas School of Human Development	
	4.65 The University of Texas at Dallas School of Management	

	<u>Full Title</u>	<u>Short Title</u>
4.66	The University of Texas at Dallas School of Natural Sciences and Mathematics	
4.67	The University of Texas at Dallas School of Social Sciences	
4.68	The University of Texas at Dallas Callier Center for Communication Disorders	
4.7	The University of Texas at El Paso	U.T. El Paso
4.71	The University of Texas at El Paso College of Business Administration	
4.72	The University of Texas at El Paso College of Education	
4.73	The University of Texas at El Paso College of Engineering	
4.74	The University of Texas at El Paso College of Liberal Arts	
4.75	The University of Texas at El Paso College of Nursing and Allied Health	
4.76	The University of Texas at El Paso College of Science	
4.77	The University of Texas at El Paso Graduate School	
4.8	The University of Texas - Pan American	U.T. Pan American
4.81	The University of Texas - Pan American College of Arts and Sciences	
4.82	The University of Texas - Pan American School of Business Administration	
4.83	The University of Texas - Pan American School of Education	
4.84	The University of Texas - Pan American Division of Health Related Professions	

	<u>Full Title</u>	<u>Short Title</u>
4.9	The University of Texas of the Permian Basin	U.T. Permian Basin
4.91	The University of Texas of the Permian Basin Division of Behavioral Science and Physical Education	
4.92	The University of Texas of the Permian Basin Division of Business	

Distribution List for Official Copies of  
Regents' Rules and Regulations

Board of Regents	9
Office of Board of Regents	3
Executive Associate for Economic Affairs	1
Legislative Budget Board	1
Governor's Budget and Planning Office	1
Publications Clearing House	1
State Auditor - U. T. Austin Representative	1
Legislative Reference Librarian	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Asset Management	
Executive and Research Assistant to the Chancellor	
Vice Chancellor for Business Affairs	
Vice Chancellor and General Counsel	
Acting Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Vice Chancellor for Budgets & Human Resources, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

Governor's Budget and Planning Office  
711 Sam Houston Building  
Austin, Texas 78711

Mr. James P. Oliver  
Director, Legislative Budget Board  
Second Floor, Room 207A, Capitol  
Austin, Texas 78711

State Auditor's Office  
The University of Texas at Austin  
Main Building 311  
Austin, Texas 78712

Mr. James R. Sanders  
Legislative Reference Librarian  
Second Floor, Capitol  
Austin, Texas 78711

Publications Clearing House  
Room 307, Texas State Library  
Austin, Texas 78711

Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Vice Chancellor for Budgets  
and Human Resources  
The Texas A&M University System  
College Station, Texas 77843-1117

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REPORT AND RECOMMENDATIONS OF THE ACADEMIC AFFAIRS COMMITTEE (Pages 48 - 79).--Committee Chairman Barshop reported that the Academic Affairs Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Academic Affairs Committee and approved in open session and without objection by the U. T. Board of Regents:

- 10/91  
Minutes
1. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter VIII, Section 4 (Institutions and Entities Composing the System).--In order to reflect the name change of The University of Texas - Pan American at Brownsville to The University of Texas at Brownsville as authorized by passage of Senate Bill 1050, 72nd Texas Legislature, Regular Session, and, pending Texas Higher Education Coordinating Board approval to reflect the titles of U. T. Brownsville's academic entities, the Board amended the Regents' Rules and Regulations, Part One, Chapter VIII, Section 4 (Institutions and Entities Composing the System) as set forth below:
    - a. Renumbered present Subsections 4.5 through 4.7 as Subsections 4.6 through 4.8, respectively, with attendant renumbering of their subdivisions
    - b. Added new language to Subsection 4.5 as set forth below to reflect the full title and short title of the institution:

	<u>Full Title</u>	<u>Short Title</u>
4.5	The University of Texas at Brownsville	U. T. Brownsville
4.51	The University of Texas at Brownsville School of Business and Industry	
4.52	The University of Texas at Brownsville School of Education	
4.53	The University of Texas at Brownsville School of Health Sciences	
4.54	The University of Texas at Brownsville College of Liberal Arts	
4.55	The University of Texas at Brownsville College of Science and Mathematics	
4.56	The University of Texas at Brownsville Division of Continuing Education	

- c. Deleted present Subsection 4.8.

See Page 73 related to the names of the academic entities at U. T. Brownsville.

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7328 (512) 499-4402

MEMORANDUM

DATE September 9, 1991

TO: Those Who Receive R&R Amendments (List Attached)

FROM: Arthur H. Dilly

SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Pages III-9a and III-10	Pages III-9a and III-10

The amendments approved at the August 8, 1991 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AHD:pc

Enclosures

June 17, 1991

Distribution List for Official Copies of  
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Legislative Reference Librarian	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Asset Management	
Executive and Research Assistant to the Chancellor	
Vice Chancellor for Business Affairs	
Vice Chancellor and General Counsel	
Acting Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Vice Chancellor for Budgets & Human Resources, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.

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Legislative Budget Board  
Second Floor, Capitol  
Austin, Texas 78711

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The University of Texas at Austin  
Main Building 311  
Austin, Texas 78712

Mr. James R. Sanders  
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Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Vice Chancellor for Budgets  
and Human Resources  
The Texas A&M University System  
College Station, Texas 77843-1117

RULES AND REGULATIONS  
OF THE  
BOARD OF REGENTS  
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THE UNIVERSITY OF TEXAS SYSTEM  
FOR THE GOVERNMENT OF  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through August 8, 1991,  
have been issued with this cover sheet)

---

Sec. 4. Code of Ethics.--All employees of the System and its component institutions shall be furnished a copy of the Standards of Conduct for State Employees, Section 8 of Article 6252-9b, Texas Revised Civil Statutes and, in addition thereto, shall adhere to the following standards of conduct and other provisions of these Rules and Regulations:

- 4.1 No employee shall accept or solicit any gift, favor, or service that might reasonably tend to influence the employee in the discharge of his or her official duties or that the employee knows or should know is being offered with the intent to influence his or her official conduct.
- 4.2 No employee shall intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised his or her official powers or performed his or her official duties in favor of another.
- 4.3 No employee shall accept employment or engage in any business or professional activity which the employee might reasonably expect would require or induce the employee to disclose confidential information acquired by reason of his or her official position.

- 4.4 No employee shall disclose confidential information gained by reason of his or her official position or otherwise use such information for his or her personal gain or benefit.
- 4.5 No employee shall transact any business in his or her official capacity with any business entity of which the employee is an officer, agent, or member, or in which the employee owns a substantial interest.
- 4.6 No employee shall make personal investments which could reasonably be expected to create a substantial conflict between the employee's private interest and the public interest.
- 4.7 No employee shall accept other employment or compensation which could reasonably be expected to impair the employee's independence of judgment in the performance of the employee's public duties.
- 4.8 No employee shall receive any compensation for services as an employee from any source other than the State of Texas, except as may be otherwise provided by law.

Sec. 5. Appointment of Relatives (Nepotism Rule).

- 5.1 Whenever an appointment is made, either on a full-time or part-time basis, it shall be made solely with regard to the special fitness of the appointee, subject to applicable statutes; and subject also to the provisions of this Section of the Regents' Rules and Regulations.
- 5.2 In accordance with the prohibition of Article 5996a, Vernon's Civil Statutes, no person related to any member of the Board of Regents within the second degree by affinity or within the third degree by consanguinity shall be eligible for appointment to any office, position, employment, or duty with The

REPORT AND RECOMMENDATIONS OF THE BUSINESS AFFAIRS AND AUDIT COMMITTEE (Pages 11 - 18).--Committee Chairman Loeffler reported that the Business Affairs and Audit Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Business Affairs and Audit Committee and approved in open session and without objection by the U. T. Board of Regents:

1. U. T. System: Approval of Chancellor's Docket No. 59 (Catalog Change).--Upon recommendation of the Business Affairs and Audit Committee, the Board approved Chancellor's Docket No. 59 in the form distributed by the Executive Secretary. It is attached following Page 174 in the official copies of the Minutes and is made a part of the record of this meeting.

It was expressly authorized that any contracts or other documents or instruments approved therein had been or shall be executed by the appropriate officials of the respective institution involved.

It was ordered that any item included in the Docket that normally is published in the institutional catalog be reflected in the next appropriate catalog published by the respective institution.

- Minutes  
8/8/91*
2. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter III, Section 4 (Code of Ethics).--In compliance with the current provisions of Article 6252-9b of Texas Revised Civil Statutes and a recent request from the Secretary of State that sworn employee disclosure forms no longer be sent to that office, the Board amended the Regents' Rules and Regulations, Part One, Chapter III, Section 4 (Code of Ethics) to read as set forth below:

Sec. 4. Code of Ethics.--All employees of the System and its component institutions shall be furnished a copy of the Standards of Conduct for State Employees, Section 8 of Article 6252-9b, Texas Revised Civil Statutes and, in addition thereto, shall adhere to the following standards of conduct and other provisions of these Rules and Regulations:

- 4.1 No employee shall accept or solicit any gift, favor, or service that might reasonably tend to influence the employee in the discharge of his or her official duties or that the employee knows or should know is being offered with the intent to influence his or her official conduct.
- 4.2 No employee shall intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised his or her official powers or performed his or her official duties in favor of another.



- 4.3 No employee shall accept employment or engage in any business or professional activity which the employee might reasonably expect would require or induce the employee to disclose confidential information acquired by reason of his or her official position.
- 4.4 No employee shall disclose confidential information gained by reason of his or her official position or otherwise use such information for his or her personal gain or benefit.
- 4.5 No employee shall transact any business in his or her official capacity with any business entity of which the employee is an officer, agent, or member, or in which the employee owns a substantial interest.
- 4.6 No employee shall make personal investments which could reasonably be expected to create a substantial conflict between the employee's private interest and the public interest.
- 4.7 No employee shall accept other employment or compensation which could reasonably be expected to impair the employee's independence of judgment in the performance of the employee's public duties.
- 4.8 No employee shall receive any compensation for services as an employee from any source other than the State of Texas, except as may be otherwise provided by law.

*Minutes*  
*8/8/91*

- 3. U. T. Board of Regents - Regents' Rules and Regulations, Part Two: Authorization to Amend Chapter IV, Section 7 (Purchases by or from Employees). --Approval was given to amend the Regents' Rules and Regulations, Part Two, Chapter IV, Section 7 (Purchases by or from Employees) to read as set forth below:

Sec. 7. Purchases by or from Employees. --Purchases are not permitted from any officer or employee of the System unless the cost is less than that from any other known source and until approved by the component chief administrative officer and the appropriate Executive Vice Chancellor or the Chancellor. Purchases of equipment or property of the System by any officer or employee may be made only after authorization by the component chief administrative officer and the appropriate Executive Vice Chancellor or the Chancellor. Details of such transactions shall be reported in the component Docket or Minutes of the Board. Approval and reporting are not required for purchases made at public auction.

*I AM*

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7326 (512) 499-4402

MEMORANDUM

DATE \_\_\_\_\_

TO: Those Who Receive R&R Amendments (List Attached)

FROM: Arthur H. Dilly

SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

"A"	"B"
Cover Page	Cover Page
Pages I-7 through I-17	Pages I-7 through I-17
Page II-3a	Page II-3a

The amendments approved at the June 6, 1991 meeting of the U. T. Board of Regents as well as editorial amendments have been incorporated on the revised pages.

AHD:pc

Enclosures

June 17, 1991

Distribution List for Official Copies of  
Regents' Rules and Regulations

Board of Regents	9
Office of Board of Regents	3
Executive Associate for Economic Affairs	1
Legislative Budget Board	1
Governor's Budget and Planning Office	1
Publications Clearing House	1
State Auditor - U. T. Austin Representative	1
Legislative Reference Librarian	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Asset Management	
Executive and Research Assistant to the Chancellor	
Vice Chancellor for Business Affairs	
Vice Chancellor and General Counsel	
Acting Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Vice Chancellor for Budgets & Human Resources, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.

June 17, 1991

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

Governor's Budget and Planning Office  
711 Sam Houston Building  
Austin, Texas 78711

Mr. James P. Oliver, Director  
Legislative Budget Board  
Second Floor, Capitol  
Austin, Texas 78711

State Auditor's Office  
The University of Texas at Austin  
Main Building 311  
Austin, Texas 78712

Mr. James R. Sanders  
Legislative Reference Librarian  
Second Floor, Capitol  
Austin, Texas 78711

Publications Clearing House  
Room 307, Texas State Library  
Austin, Texas 78711

Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Vice Chancellor for Budgets  
and Human Resources  
The Texas A&M University System  
College Station, Texas 77843-1117

RULES AND REGULATIONS  
OF THE  
BOARD OF REGENTS  
OF  
THE UNIVERSITY OF TEXAS SYSTEM  
FOR THE GOVERNMENT OF  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through June 6, 1991,  
and Editorial Amendments through June 1991  
have been issued with this cover sheet)

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Sec. 7. Committee Structure.

- 7.1 Standing Committees.--The following committees shall be standing committees of the Board to consider policies for the government of all major areas: (a) Executive Committee; (b) Business Affairs and Audit Committee; (c) Academic Affairs Committee; (d) Health Affairs Committee; (e) Facilities Planning and Construction Committee; (f) Asset Management Committee.
- 7.11 Composition of Standing Committees; Appointment of Chairmen.--
- 7.111 The Executive Committee is composed of the Chairman and Vice-Chairmen of the Board. The Chairman of the Board is the Chairman of the Executive Committee.
- 7.112 Each standing committee, other than the Executive Committee, is composed of not less than three members of the Board appointed by the Chairman.
- 7.113 The Chairman of each standing committee (other than the Executive Committee) shall be appointed by the Chairman of the Board shortly after his or her election, by and with the consent of the Board, and shall remain as Chairman of the standing committee (unless a vacancy shall be caused by death, resignation, or refusal of some member of a committee to act) until the succeeding Board Chairman shall have reconstituted the committees.
- 7.12 Method of Filling Vacancies in the Chairmanship of Standing Committees.--In case a vacancy shall occur in the chairmanship of any of the standing committees, the Chairman of the Board shall appoint another member of the Board to serve as Chairman of the standing committee, by and with the consent of

Editorial Amendment  
Issued June 1991

- the Board, and, if confirmed, the appointment shall stand until the time for appointment of Chairmen of the standing committees as provided in Subdivision 7.113 of this chapter.
- 7.13 Authority of Standing Committees.--The authority of standing committees of the Board shall be subject to action of the whole Board and the committees' actions shall be referred to the Board before they shall become effective.
- 7.14 Duties of the Executive Committee.--The Executive Committee, after appropriate consultation with other members of the Board, shall act for the Board on emergency items that require immediate action between meetings of the Board; provided, at each Board meeting, the Executive Committee shall report, for ratification and approval, all actions taken by it since the last meeting of the Board.
- 7.15 Duties of the Business Affairs and Audit Committee.--The Business Affairs and Audit Committee shall:
- 7.151 Counsel with the Chancellor and recommend appropriate Board action with respect to any recommendations by the Chancellor related to the appointment, promotion, and dismissal of such System Administration Officers as report directly or indirectly to the Chancellor.
- 7.152 Recommend to the Board all compensation for the System Administration and the rates of professional compensation.
- 7.153 Consider and recommend to the Board matters related to all employee personnel programs, fringe benefits, retirement programs, and labor relations in the System Administration and the component institutions.

June 6, 1991

- 7.154 Obtain, review, and report to the Board on all State Auditor's Reports and Management Letters and System and institutional internal audit reports.
- 7.155 Approve the System-wide internal audit plan.
- 7.156 Transmit to the Chancellor, subject to the prior approval of the Board, such instructions as it deems necessary for the implementation of appropriate internal auditing practices.
- 7.157 Initiate System and institutional audits as deemed necessary to ensure management control within The University of Texas System. (In this regard, the System Director of Audits reports to the Chairman of the Business Affairs and Audit Committee.)
- 7.158 Consider and make recommendations to the Board on all matters relating to the fiscal management of The University of Texas System Administration and each component institution of the System.
- 7.159 Following consultation with the Academic Affairs Committee and the Health Affairs Committee, consider and recommend to the Board the operating budgets of The University of Texas System Administration and each component institution of the System.
- 7.15(10) Following consultation with the Academic Affairs Committee and the Health Affairs Committee, consider and recommend to the Board biennial submissions of appropriation requests to the Legislative Budget Board and to the Governor as prepared by the System Administration and component institutions in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.



- 7.15(11) Propose to the Board all appropriations of funds and all modifications of or additions to such appropriations.
  - 7.15(12) Following consultation with the Academic Affairs Committee and the Health Affairs Committee, recommend to the Board matters which commit the U. T. System or any component thereof to operating expenditures in future fiscal years.
  - 7.15(13) Consider and make recommendations to the Board concerning the availability of funds for, and application of funds to, capital improvement requests.
  - 7.15(14) Consider and make recommendations on all matters relating to management of the lands constituting the permanent endowment of the University, including oversight of the offices of University Lands - Surface and Mineral Interests.
  - 7.15(15) Counsel with the Chancellor and recommend Board action with respect to any recommendations related to the appointment, promotion, and dismissal of such System officers as are responsible for managing the lands of the System or any component thereof.
- 7.16 Duties of the Academic Affairs Committee.--  
The Academic Affairs Committee shall:
- 7.161 Consider and report to the Board on matters concerned with substantive aspects of policies and programs related to the academic philosophy and objectives of the general academic institutions; with University relations; and with general academic planning, instruction, and research.

- 7.162 Recommend to the Board policies relating to soliciting and securing gifts and endowments for the University's general academic institutions and the acceptance, use, and allocation of such gifts and endowments including recommendations on initial appointments to professorships and chairs.
- 7.163 Consider and report to the Board on all matters affecting the libraries of the general academic institutions.
- 7.164 Recommend to the Business Affairs and Audit Committee matters which commit the general academic institutions to operating expenditures in future years.
- 7.165 Consider and recommend to the Business Affairs and Audit Committee the annual operating budgets of the general academic institutions, including rates of compensation.
- 7.166 Consider and recommend to the Business Affairs and Audit Committee biennial submissions of appropriation requests to the Legislative Budget Board and to the Governor as prepared by the System Administration and component institutions in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.167 Counsel with the Executive Vice Chancellor for Academic Affairs and the Chancellor and recommend to the Board approval of matters related to student affairs, fees and housing in the general academic institutions.
- 7.168 Counsel with the Executive Vice Chancellor for Academic Affairs and the Chancellor and recommend to the Board approval of the appointment, promotion, and dismissal of such institutional officers as may be appropriate in the general academic institutions.

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Issued June 1991

- 7.169 Consider and report to the Board on matters relating to the research, training, and community service activities at the general academic institutions.
- 7.16(10) Consider and recommend to the Board the acceptance and execution of grants and contracts for research, training, and community service at the general academic institutions.
- 7.16(11) Counsel with the Chancellor and recommend appropriate Board action with respect to any recommendations by the Executive Vice Chancellor for Academic Affairs related to the appointment, promotion, and dismissal of such System Administration Officers as report directly or indirectly to the Executive Vice Chancellor for Academic Affairs.
- 7.16(12) Consider and make recommendations to the Business Affairs and Audit Committee concerning capital improvement requests as related to the approved missions of the general academic institutions.
- 7.17 Duties of the Health Affairs Committee.--  
The Health Affairs Committee shall:
- 7.171 Consider and report to the Board on matters concerned with substantive aspects of policies and programs related to the academic philosophy and objectives of the health-related institutions; with University relations; and with health-related academic planning, instructions, and research.
- 7.172 Recommend to the Business Affairs and Audit Committee matters which commit the health-related institutions to operating expenditures in future years.

- 7.173 Consider and recommend to the Business Affairs and Audit Committee the annual operating budgets of the health-related institutions, including rates of compensation.
- 7.174 Consider and recommend to the Business Affairs and Audit Committee biennial submissions of appropriation requests to the Legislative Budget Board and to the Governor as prepared by the System Administration and component institutions in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.175 Counsel with the Executive Vice Chancellor for Health Affairs and the Chancellor and recommend to the Board approval of matters relating to student affairs, fees and housing in the health-related institutions.
- 7.176 Counsel with the Executive Vice Chancellor for Health Affairs and the Chancellor and recommend to the Board approval of the appointment, promotion, and dismissal of such institutional officers as may be appropriate in the health-related institutions.
- 7.177 Consider and report to the Board on matters relating to the research, training, and community service activities of the health-related institutions.
- 7.178 Consider and report to the Board on all matters affecting the libraries of the health-related institutions.
- 7.179 Consider and recommend to the Board the acceptance and execution of grants and contracts for research, training, and community service at the health-related institutions.

Editorial Amendment  
Issued June 1991

- 7.17(10) Recommend to the Board policies relating to soliciting and securing gifts and endowments for the University's health-related institutions and the acceptance, use, and allocation of such gifts and endowments including recommendations on initial appointments to professorships and chairs.
- 7.17(11) With respect to each Hospital owned by The University of Texas System:
- 7.17(11)1 Participate in the accreditation process for the Hospital;
  - 7.17(11)2 Review long-range plans for the Hospital;
  - 7.17(11)3 Review and make recommendations to the Board concerning the bylaws, rules and regulations of the medical staff of the Hospital;
  - 7.17(11)4 Review and make recommendations to the Board concerning mechanisms and controls for the achievement and maintenance of high standards of professional practices in and at the Hospital; and
  - 7.17(11)5 Hold regular meetings at the Hospital to review programs and problems.
- 7.17(12) Counsel with the Chancellor and recommend Board action with respect to any recommendations by the Executive Vice Chancellor for Health Affairs related to the appointment, promotion, and dismissal of such System Administration Officers as report directly or indirectly to the Executive Vice Chancellor for Health Affairs.

Editorial Amendment  
Issued June 1991

- 7.17(13) Consider and make recommendations to the Business Affairs and Audit Committee concerning capital improvement requests as related to the approved missions of the health-related institutions.
- 7.18 Duties of the Facilities Planning and Construction Committee.--The Facilities Planning and Construction Committee shall:
- 7.181 Consider matters relating to the acquisition and use of the grounds and buildings of all campus and campus-related real property of The University of Texas System.
- 7.182 Recommend to the Board the award of contracts to consulting and other architects; approve plans and accept bids for construction projects.
- 7.183 Recommend to the Board the award and execution of construction and equipment contracts and approve progress reviews and beneficial occupancy of construction projects.
- 7.184 Consider capital improvement requests and, with the prior approval of the Academic or Health Affairs Committee, make recommendations to the Board.
- 7.185 Make recommendations to the Board with respect to the naming of University buildings, streets, roads, and other facilities including redesignation of existing facilities.
- 7.19 Duties of the Asset Management Committee.--The Asset Management Committee shall:
- 7.191 Consider and make recommendations to the Board on all matters relating to the investment and investment properties of the Permanent University Fund and all trusts and special funds.
- 7.192 Recommend to the Board the acceptance of all gifts, grants, and bequests for endowment purposes.

- 7.193 Consider and make recommendations on all matters relating to the acquisition, management, and sale of trust property and special funds, and the issuance of bonds.
  - 7.194 Recommend to the Board appointments and dismissals of members of the Investment Advisory Committee and of investment consultants and advisors.
  - 7.195 Periodically report to the Board on the investment operations of The University of Texas System.
  - 7.196 Counsel with the Chancellor and recommend Board action with respect to any recommendations related to the appointment, promotion, and dismissal of such System officers as are responsible for managing the investments of the System or any component thereof.
- 7.2 Board for Lease of University Lands.--Pursuant to Section 66.62, Texas Education Code, two members of the Board shall be appointed by the Chairman of the Board, by and with the consent of the Board, to serve with one member of the Board of Regents of The Texas A&M University System selected by the Board of Regents of that System and the Commissioner of the General Land Office on the Board for Lease of University Lands, an agency of the State of Texas. A regent member may not be directly or indirectly employed by, or be an officer of or an attorney for, an oil or gas company. An officer, employee, or paid consultant of a trade association in the oil and gas industry may not be a member of the Board, nor may a person who cohabits with or is the spouse of an officer, managerial employee, or paid consultant of a trade association in the oil and gas

industry be a member of the Board. A person who is required to register as a lobbyist under Chapter 305, Government Code, by virtue of his or her activities for compensation in or on behalf of a profession related to the operation of the Board, may not serve as a member of the Board or act as the general counsel to the Board. With the knowledge and direction of the Chancellor, the Board for Lease shall receive the assistance and cooperation of the Offices of Asset Management, Business Affairs, and General Counsel.

- 7.3 Special Committees.--The Chairman of the Board shall appoint such special committees of the Board as the Board may authorize.

Sec. 8. Procedure.

- 8.1 Rules of Order.--Robert's Rules of Order, when not in conflict with any of the provisions of this Chapter, shall be the rules of parliamentary procedure when the Board or any of its committees is in session.
- 8.2 Order of Business.--Customarily, the order of business at a regular meeting of the Board shall be as follows:
- 8.21 Correction and approval of Minutes of preceding meeting.
  - 8.22 Consideration of items referred directly to the Board.
  - 8.23 Consideration of approval of items contained in reports of standing committees.
    - (a) Executive Committee
    - (b) Business Affairs and Audit Committee
    - (c) Academic Affairs Committee
    - (d) Health Affairs Committee
    - (e) Facilities Planning and Construction Committee
    - (f) Asset Management Committee

Editorial Amendment  
Issued June 1991



- 3.311 Appointment and Tenure.  
The System Director of Audits shall be appointed by the Board after nomination by the Chancellor. The System Director of Audits shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the System Director of Audits are subject to review and approval by the Board.
- 3.312 Duties and Responsibilities.  
The primary responsibilities of the System Director of Audits include:
- 3.3121 Developing a System-wide internal audit plan based on a System-wide risk assessment and coordinating the implementation of this plan with the institutional internal auditors. This System-wide audit plan is submitted to the Business Affairs and Audit Committee for approval after the Chancellor's review and approval.
- 3.3122 Conducting audits of the System including the revenue produced from the Permanent University Fund lands.
- 3.3123 Formulating policies for the internal audit activity at each component institution.

Editorial Amendment  
Issued June 1991

Part One  
Ch. I

Business Affairs

Committee Structure.

... Standing Committees.--The following committees shall be standing committees of the Board to consider policies for the government of all major areas:

- (a) Executive Committee;
- (b) ~~Personnel and Audit Committee~~;
- (c) Academic Affairs Committee;
- (d) Health Affairs Committee;
- (e) ~~Finance and Facilities~~ Committee;
- (f) ~~Land and Investment~~ Committee.

Asset Management

7.11 Composition of Standing Committees; Appointment of Chairmen.--

7.111 The Executive Committee is composed of the Chairman and Vice-Chairmen of the Board. The Chairman of the Board is the Chairman of the Executive Committee.

7.112 Each standing committee, other than the Executive Committee, is composed of not less than three members of the Board appointed by the Chairman.

7.113 The Chairman of each standing committee (other than the Executive Committee) shall be appointed by the Chairman of the Board shortly after his or her election, by and with the consent of the Board, and shall remain as Chairman of the standing committee (unless a vacancy shall be caused by death, resignation, or refusal of some member of a committee to act) until the succeeding Board Chairman shall have reconstituted the committees.

7.12 Method of Filling Vacancies in the Chairmanship of Standing Committees.--In case a vacancy shall occur in the chairmanship of any of the standing committees, the Chairman of the Board shall appoint another member of the Board to serve as Chairman of the standing committee, by and with the consent of

the Board, and, if confirmed, the appointment shall stand until the time for appointment of Chairmen of the standing committees as provided in Subdivision 7.113 of this chapter.

- 7.13 Authority of Standing Committees.--The authority of standing committees of the Board shall be subject to action of the whole Board and the committees' actions shall be referred to the Board before they shall become effective.
- 7.14 Duties of the Executive Committee.--The Executive Committee, after appropriate consultation with other members of the Board, shall act for the Board on emergency items that require immediate action between meetings of the Board; provided, at each Board meeting, the Executive Committee shall report, for ratification and approval, all actions taken by it since the last meeting of the Board. *Business Affairs*
- 7.15 Duties of the ~~Personnel~~ and Audit Committee.--The ~~Personnel and Audit Committee~~ shall: *Business Affairs*
- 7.151 Counsel with the Chancellor and recommend appropriate Board action with respect to any recommendations by the Chancellor related to the appointment, promotion, and dismissal of such System Administration Officers as report directly or indirectly to the Chancellor.
- 7.152 Recommend to the Board all compensation for the System Administration and the rates of professional compensation.
- 7.153 Consider and recommend to the Board matters related to all employee personnel programs, fringe benefits, retirement programs, and labor relations in the System Administration and the component institutions.

- 7.154 Obtain, review, and report to the Board on all State Auditor's Reports and Management Letters and System and institutional internal audit reports.
- 7.155 Approve the System-wide internal audit plan.
- 7.156 Transmit to the Chancellor, subject to the prior approval of the Board, such instructions as it deems necessary for the implementation of appropriate internal auditing practices.
- 7.157 Initiate System and institutional audits as deemed necessary to ensure management control within The University of Texas System. (In this regard, the System Director of Audits reports to the Chairman of the **Personnel and Audit Committee.**) *BAAc*
- 7.16 Duties of the Academic Affairs Committee.--  
The Academic Affairs Committee shall:
  - 7.161 Consider and report to the Board on matters concerned with substantive aspects of policies and programs related to the academic philosophy and objectives of the general academic institutions; with University relations; and with general academic planning, instruction, and research.
  - 7.162 Recommend to the Board policies relating to soliciting and securing gifts and endowments for the University's general academic institutions and the acceptance, use, and allocation of such gifts and endowments including recommendations on initial appointments to professorships and chairs.

- 7.163 Consider and report to the Board on all matters affecting the libraries of the general academic institutions.
- 7.164 Recommend to the **Finance and Facilities Committee** *B AAC* matters which commit the general academic institutions to operating expenditures in future years.
- 7.165 Consider and recommend to the **Finance and Facilities Committee** *B AAC* the annual operating budgets of the general academic institutions, including rates of compensation.
- 7.166 Consider and recommend to the **Finance and Facilities Committee** *B AAC* biennial submissions of appropriation requests to the Legislative Budget Board and to the Governor as prepared by the System Administration and component institutions in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.167 Counsel with the Executive Vice Chancellor for Academic Affairs and the Chancellor and recommend to the Board approval of matters related to student affairs, fees and housing in the general academic institutions.
- 7.168 Counsel with the Executive Vice Chancellor for Academic Affairs and the Chancellor and recommend to the Board approval of the appointment, promotion, and dismissal of such institutional officers as may be appropriate in the general academic institutions.
- 7.169 Consider and report to the Board on matters relating to the research, training, and community service activities at the general academic institutions.

- 7.16(10) Consider and recommend to the Board the acceptance and execution of grants and contracts for research, training, and community service at the general academic institutions.
- 7.16(11) Counsel with the Chancellor and recommend appropriate Board action with respect to any recommendations by the Executive Vice Chancellor for Academic Affairs related to the appointment, promotion, and dismissal of such System Administration Officers as report directly or indirectly to the Executive Vice Chancellor for Academic Affairs.
- 7.16(12) Consider and make recommendations to the **Finance and Facilities Committee** concerning capital improvement requests as related to the approved missions of the general academic institutions. *BAAC*
- 7.17 Duties of the Health Affairs Committee.--  
The Health Affairs Committee shall:
  - 7.171 Consider and report to the Board on matters concerned with substantive aspects of policies and programs related to the academic philosophy and objectives of the health-related institutions; with University relations; and with health-related academic planning, instructions, and research.
  - 7.172 Recommend to the **Finance and Facilities Committee** on matters which commit the health-related institutions to operating expenditures in future years. *BAAC*
  - 7.173 Consider and recommend to the **Finance and Facilities Committee** the annual operating budgets of the health-related institutions, including rates of compensation. *BAAC*

- 7.174 Consider and recommend to the **Finance and Facilities Committee** <sup>BRAC</sup> biennial submissions of appropriation requests to the Legislative Budget Board and to the Governor as prepared by the System Administration and component institutions in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.175 Counsel with the Executive Vice Chancellor for Health Affairs and the Chancellor and recommend to the Board approval of matters relating to student affairs, fees and housing in the health-related institutions.
- 7.176 Counsel with the Executive Vice Chancellor for Health Affairs and the Chancellor and recommend to the Board approval of the appointment, promotion, and dismissal of such institutional officers as may be appropriate in the health-related institutions.
- 7.177 Consider and report to the Board on matters relating to the research, training, and community service activities of the health-related institutions.
- 7.178 Consider and report to the Board on all matters affecting the libraries of the health-related institutions.
- 7.179 Consider and recommend to the Board the acceptance and execution of grants and contracts for research, training, and community service at the health-related institutions.
- 7.17(10) Recommend to the Board policies relating to soliciting and securing gifts and endowments for the University's health-related

- 7.17(13) Consider and make recommendations to the **Finance and Facilities Committee** concerning capital improvement requests as related to the approved missions of the health-related institutions. *BAC*
- 7.18 **Duties of the Finance and Facilities Committee.--The Finance and Facilities Committee shall:**
- 7.181 Consider matters relating to the acquisition and use of the grounds and buildings of all campus and campus-related real property of The University of Texas System.
- 7.182 Recommend to the Board the award of contracts to consulting and other architects; approve plans and accept bids for construction projects.
- 7.183 Recommend to the Board the award and execution of construction and equipment contracts and approve progress reviews and beneficial occupancy of construction projects.
- 7.184 Consider capital improvement requests and, with the prior approval of the Academic or Health Affairs Committee, make recommendations to the Board.
- 7.185 Make recommendations to the Board with respect to the naming of University buildings, streets, roads, and other facilities including redesignation of existing facilities.
- 7.186 Consider and make recommendations to the Board on all matters relating to the fiscal management of The University of Texas System Administration and each component institution of the system.
- 7.187 Following consultation with the Academic Affairs Committee and the Health Affairs Committee, consider and recommend to the Board the



- operating budgets of The University of Texas System Administration and each component institution of the System.
- 7.188 Following consultation with the Academic Affairs Committee and the Health Affairs Committee, consider and recommend to the Board biennial submissions of appropriation requests to the Legislative Budget Board and to the Governor as prepared by the System Administration and component institutions in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.189 Propose to the Board all appropriations of funds and all modifications of or additions to such appropriations.
- 7.18(10) Following consultation with the Academic Affairs Committee and the Health Affairs Committee, recommend to the Board matters which commit the U. T. System or any component thereof to operating expenditures in future fiscal years.
- 7.18(11) Consider and make recommendations to the Board concerning the availability of funds for, and application of funds to, capital improvement requests.
- 7.19 **Duties of the Land and Investment Committee.--The Land and Investment Committee shall:**
- 7.191 Consider and make recommendations to the Board on all matters relating to the investment and investment properties of the Permanent University Fund and all trusts and special funds.

industry be a member of the Board. A person who is required to register as a lobbyist under Chapter 305, Government Code, by virtue of his or her activities for compensation in or on behalf of a profession related to the operation of the Board, may not serve as a member of the Board or act as the general counsel to the Board. With the knowledge and direction of the Chancellor, the Board for Lease shall receive the assistance and cooperation of the Offices of Asset Management, Business Affairs, and General Counsel.

- 7.3 Special Committees.--The Chairman of the Board shall appoint such special committees of the Board as the Board may authorize.

Sec. 8. Procedure.

- 8.1 Rules of Order.--Robert's Rules of Order, when not in conflict with any of the provisions of this Chapter, shall be the rules of parliamentary procedure when the Board or any of its committees is in session.
- 8.2 Order of Business.--Customarily, the order of business at a regular meeting of the Board shall be as follows:
- 8.21 Correction and approval of Minutes of preceding meeting.
  - 8.22 Consideration of items referred directly to the Board.
  - 8.23 Consideration of approval of items contained in reports of standing committees.
    - (a) Executive Committee
    - (b) **Personnel and Audit Committee**
    - (c) Academic Affairs Committee
    - (d) Health Affairs Committee
    - (e) **Finance and Facilities Committee**
    - (f) **Land and Investment Committee**

Part One  
Ch. II ↓

- 3.311 Appointment and Tenure.  
The System Director of Audits shall be appointed by the Board after nomination by the Chancellor. The System Director of Audits shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the System Director of Audits are subject to review and approval by the Board.
- 3.312 Duties and Responsibilities.  
The primary responsibilities of the System Director of Audits include:
- 3.3121 Developing a System-wide internal audit plan based on a System-wide risk assessment and coordinating the implementation of this plan with the institutional internal auditors. This System-wide audit plan is submitted to the **Personnel and Audit Committee** for approval after the Chancellor's review and approval.
- 3.3122 Conducting audits of the System including the revenue produced from the Permanent University Fund lands.
- 3.3123 Formulating policies for the internal audit activity at each component institution.

REPORTS AND RECOMMENDATIONS OF STANDING COMMITTEES

REPORT OF EXECUTIVE COMMITTEE (Pages 39 - 46).--In compliance with Section 7.14 of Chapter I of Part One of the Regents' Rules and Regulations, Chairman Beecherl reported to the Board for ratification and approval all actions taken by the Executive Committee since the last meeting. Unless otherwise indicated, the recommendations of the Executive Committee were in all things approved as set forth below:

- Draft  
Minutes  
6/91*
1. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Approval of Amendments to Chapter I, Section 7, Subsections 7.15, 7.18, and 7.19 to Change the Name of Certain Standing Committees and to Reassign Certain Duties and Responsibilities Among These Committees and Authorization for the Executive Secretary to the Board to Make Appropriate Editorial Changes Therein (Exec. Com. Letter 91-19).--Upon recommendation of the Executive Committee, approval was given to amend the Regents' Rules and Regulations, Part One, Chapter I, Section 7, Subsections 7.15, 7.18, and 7.19 to read as set forth below to change the name of certain Standing Committees of the Board and to reassign certain duties and responsibilities among these committees.

Further, approval was granted for the Executive Secretary to the Board of Regents to make such editorial changes in the remainder of the Regents' Rules and Regulations as are necessary to conform to these amendments.

These changes were designed to more closely mirror the organization of The University of Texas System Administration and to clarify the U. T. System Administration official to whom that committee most closely relates.

- 7.15 Duties of the Business Affairs and Audit Committee.--The Business Affairs and Audit Committee shall:
  - 7.151 Counsel with the Chancellor and recommend appropriate Board action with respect to any recommendations by the Chancellor related to the appointment, promotion, and dismissal of such System Administration Officers as report directly or indirectly to the Chancellor.
  - 7.152 Recommend to the Board all compensation for the System Administration and the rates of professional compensation.
  - 7.153 Consider and recommend to the Board matters related to all employee personnel programs, fringe benefits, retirement programs, and labor relations in the System Administration and the component institutions.
  - 7.154 Obtain, review, and report to the Board on all State Auditor's Reports and Management Letters and System and institutional internal audit reports.
  - 7.155 Approve the System-wide internal audit plan.

- 7.156 Transmit to the Chancellor, subject to the prior approval of the Board, such instructions as it deems necessary for the implementation of appropriate internal auditing practices.
- 7.157 Initiate System and institutional audits as deemed necessary to ensure management control within The University of Texas System. (In this regard, the System Director of Audits reports to the Chairman of the Business Affairs and Audit Committee.)
- 7.158 Consider and make recommendations to the Board on all matters relating to the fiscal management of The University of Texas System Administration and each component institution of the System.
- 7.159 Following consultation with the Academic Affairs Committee and the Health Affairs Committee, consider and recommend to the Board the operating budgets of The University of Texas System Administration and each component institution of the System.
- 7.15(10) Following consultation with the Academic Affairs Committee and the Health Affairs Committee, consider and recommend to the Board biennial submissions of appropriation requests to the Legislative Budget Board and to the Governor as prepared by the System Administration and component institutions in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.15(11) Propose to the Board all appropriations of funds and all modifications of or additions to such appropriations.
- 7.15(12) Following consultation with the Academic Affairs Committee and the Health Affairs Committee, recommend to the Board matters which commit the U. T. System or any component thereof to operating expenditures in future fiscal years.
- 7.15(13) Consider and make recommendations to the Board concerning the availability of funds for, and application of funds to, capital improvement requests.
- 7.15(14) Consider and make recommendations on all matters relating to management of the lands constituting the permanent endowment of the University, including oversight of the offices of University Lands - Surface and Mineral Interests.
- 7.15(15) Counsel with the Chancellor and recommend Board action with respect to any recommendations related to the appointment, promotion, and dismissal of such System officers as are responsible for managing the lands of the System or any component thereof.

- 7.18 Duties of the Facilities Planning and Construction Committee.--The Facilities Planning and Construction Committee shall:
- 7.181 Consider matters relating to the acquisition and use of the grounds and buildings of all campus and campus-related real property of The University of Texas System.
  - 7.182 Recommend to the Board the award of contracts to consulting and other architects; approve plans and accept bids for construction projects.
  - 7.183 Recommend to the Board the award and execution of construction and equipment contracts and approve progress reviews and beneficial occupancy of construction projects.
  - 7.184 Consider capital improvement requests and, with the prior approval of the Academic or Health Affairs Committee, make recommendations to the Board.
  - 7.185 Make recommendations to the Board with respect to the naming of University buildings, streets, roads, and other facilities including redesignation of existing facilities.
- 7.19 Duties of the Asset Management Committee.--The Asset Management Committee shall:
- 7.191 Consider and make recommendations to the Board on all matters relating to the investment and investment properties of the Permanent University Fund and all trusts and special funds.
  - 7.192 Recommend to the Board the acceptance of all gifts, grants, and bequests for endowment purposes.
  - 7.193 Consider and make recommendations on all matters relating to the acquisition, management, and sale of trust property and special funds, and the issuance of bonds.
  - 7.194 Recommend to the Board appointments and dismissals of members of the Investment Advisory Committee and of investment consultants and advisors.
  - 7.195 Periodically report to the Board on the investment operations of The University of Texas System.
  - 7.196 Counsel with the Chancellor and recommend Board action with respect to any recommendations related to the appointment, promotion, and dismissal of such System officers as are responsible for managing the investments of the System or any component thereof.

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THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7328 (512) 499-4402

MEMORANDUM

DATE May 6, 1991

TO: Those Who Receive R&R Amendments (List Attached)  
FROM: Arthur H. Dilly  
SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Page i	Page i
Page I-9	Page I-9
Pages II-3, II-3a, and II-3b	Pages II-3, II-3a, and II-3b
Pages III-1, III-9, III-23, III-31, III-33, and III-40	Pages III-1, III-9, III-9a, III-23, III-31, III-33, and III-40
Page VIII-4	Page VIII-4

The amendments approved at the April 11, 1991 meeting of the U. T. Board of Regents as well as editorial amendments have been incorporated on the revised pages.

AHD/lp

Enclosures

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November 9, 1990

Distribution List for Official Copies of  
Regents' Rules and Regulations

Board of Regents	9
Office of Board of Regents	3
Executive Associate for Economic Affairs	1
Legislative Budget Board	1
Governor's Budget and Planning Office	1
Publications Clearing House	1
State Auditor - U. T. Austin Representative	1
Legislative Reference Librarian	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Asset Management	
Executive and Research Assistant to the Chancellor	
Vice Chancellor for Business Affairs	
Vice Chancellor and General Counsel	
Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Vice Chancellor for Budgets & Human Resources, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.



November 9, 1990

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

Governor's Budget and Planning Office  
711 Sam Houston Building  
Austin, Texas 78711

Mr. James P. Oliver, Director  
Legislative Budget Board  
Second Floor, Capitol  
Austin, Texas 78711

State Auditor's Office  
The University of Texas at Austin  
Main Building 311  
Austin, Texas 78712

Mr. James R. Sanders  
Legislative Reference Librarian  
Second Floor, Capitol  
Austin, Texas 78711

Publications Clearing House  
Room 307, Texas State Library  
Austin, Texas 78711

~~Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752~~

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Vice Chancellor for Budgets  
and Human Resources  
The Texas A&M University System  
College Station, Texas 77843-1117

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RULES AND REGULATIONS

OF THE

BOARD OF REGENTS

OF

THE UNIVERSITY OF TEXAS SYSTEM

FOR THE GOVERNMENT OF

THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through April 11, 1991,  
and Editorial Amendments through April 1991  
have been issued with this cover sheet)

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- 7.154 Obtain, review, and report to the Board on all State Auditor's Reports and Management Letters and System and institutional internal audit reports.
  - 7.155 Approve the System-wide internal audit plan.
  - 7.156 Transmit to the Chancellor, subject to the prior approval of the Board, such instructions as it deems necessary for the implementation of appropriate internal auditing practices.
  - 7.157 Initiate System and institutional audits as deemed necessary to ensure management control within The University of Texas System. (In this regard, the System Director of Audits reports to the Chairman of the Personnel and Audit Committee.)
- 7.16 Duties of the Academic Affairs Committee.--  
The Academic Affairs Committee shall:
- 7.161 Consider and report to the Board on matters concerned with substantive aspects of policies and programs related to the academic philosophy and objectives of the general academic institutions; with University relations; and with general academic planning, instruction, and research.
  - 7.162 Recommend to the Board policies relating to soliciting and securing gifts and endowments for the University's general academic institutions and the acceptance, use, and allocation of such gifts and endowments including recommendations on initial appointments to professorships and chairs.

- 3.25 Periodically reviewing the organization of the System Administration and the component institutions of the System and reporting to the appropriate standing committees of the Board and to the Board recommendations for changes in organization, assignments and procedures.
- 3.26 Preparing and approving appropriate recommendations to the Board and its standing committees along with the recommendation of the appropriate Executive Vice Chancellor or chief administrative officer of a component institution.
- 3.27 Preparing and approving annual operating budgets for the System Administration and the component institutions of the System and submitting such recommendations to the Board.
- 3.28 Preparing and approving biennial legislative submissions to the Legislative Budget Board and to the Governor for the System Administration and the component institutions of the System for the consideration of the Board in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.

3.3 Audit.

The Chancellor, as chief executive officer of the System, is responsible for insuring the implementation of appropriate audit procedures for the System. Accordingly, the System Director of Audits prepares an executive summary of all internal audit activity by the System internal auditors and the institutional internal auditors for the Chancellor.

3.31 System Director of Audits.

The System Director of Audits is responsible for coordinating the effective auditing of the System as set out in Subdivision 3.312 of this Chapter. The System Director of Audits provides audit assistance to the Chancellor, the Executive Vice Chancellors and the Vice Chancellors in the exercise of their responsibilities.

- 3.311 Appointment and Tenure.  
The System Director of Audits shall be appointed by the Board after nomination by the Chancellor. The System Director of Audits shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the System Director of Audits are subject to review and approval by the Board.
- 3.312 Duties and Responsibilities.  
The primary responsibilities of the System Director of Audits include:
- 3.3121 Developing a System-wide internal audit plan based on a System-wide risk assessment and coordinating the implementation of this plan with the institutional internal auditors. This System-wide audit plan is submitted to the Personnel and Audit Committee for approval after the Chancellor's review and approval.
- 3.3122 Conducting audits of the System including the revenue produced from the Permanent University Fund lands.
- 3.3123 Formulating policies for the internal audit activity at each component institution.

3.32 The System internal auditors are the internal auditors for the System and augment the audit work of the institutional internal auditor and the State Auditors at the component institutions.

Sec. 4. Executive Vice Chancellor for Academic Affairs.

The Executive Vice Chancellor for Academic Affairs has line responsibility for the conduct of the academic affairs of the System. The chief administrative officers of the general academic institutions in the System report to and are responsible to the Executive Vice Chancellor for Academic Affairs. The Executive Vice Chancellor for Academic Affairs reports to

CHAPTER III

PERSONNEL

Sec. 1. Appointments.

- 1.1 The Board, upon the recommendation of the Chancellor, shall elect or appoint, as the case may be, all of the officers, faculty members, and other employees of the System and of the component institutions and agencies of the System, fixing, subject to state and federal laws, the duties, rights, and privileges of each employee or each class or group of employees; provided, however, that the Board may delegate to the Chancellor, and the Chancellor, through the appropriate Executive Vice Chancellor, may delegate to the chief administrative officers of the component institutions, authority to appoint employees in certain designated classes or categories.
- 1.2 All appointments shall be made on the basis of merit.
- 1.3 The chief administrative officers of the component institutions shall investigate thoroughly the character, integrity, scholastic attainment, and other qualifications of prospective members of their faculties and staffs before exercising any delegated authority for making appointments.
- 1.4 The chief administrative officers of the component institutions shall not nominate or appoint, nor will the Board approve the appointment of, any person whose qualifications and conduct are not exemplary.



Sec. 2. Classified Personnel Systems.

- 2.1 Subject to System-wide rules, each of the component institutions shall provide a classified personnel system covering all positions not entailing significant instructional responsibilities or responsibilities for administration of instructional or research activities. These systems shall be as nearly uniform as possible, and shall include a schedule of class titles, job specifications for each class, a schedule of pay ranges, and policies and rules relating to personnel administration.
- 2.2 All appointments of classified personnel shall be made within appropriate salary ranges and on salary steps as defined by the classified personnel program approved by the Board for the particular component institution.
- 2.3 The System-wide rules as to classified personnel are found in Part Two, Chapter V, Section 1.
- 2.4 Procedures for dismissal, demotion, or suspension without pay of classified personnel are provided for by the "Policies and Procedures for Discipline and Dismissal of Employees" adopted by the U. T. Board of Regents.
- 2.5 Grievances of classified employees will be considered pursuant to the "Grievance Policy and Procedures" adopted by the U. T. Board of Regents.

Sec. 3. Employment of Aliens on Sponsored Projects.

Where sponsored contracts and grants do not otherwise prohibit or limit the employment of noncitizens, a noncitizen may be employed upon certification by an appropriate administrative officer at the component institution that the officer has examined the applicant's visa and found it to be in order and has ascertained that the applicant has the approval of the United States Immigration authorities to accept such employment.

Sec. 4. Code of Ethics.--Each employee, under state law, shall be furnished a copy of the Code of Ethics (V.C.S. 6252-9b) and, in addition thereto, shall adhere to the following standards of conduct for employees of the System and its component institutions:

- 4.1 No employee shall accept any gift, favor, or service that might reasonably tend to influence the employee in the discharge of his or her official duties.
- 4.2 If an employee owns a controlling interest in a corporation, firm, partnership, or other business entity which is under the jurisdiction of any state regulatory agency, the employee shall file a sworn statement with the Secretary of State disclosing such interest.

Editorial Amendment  
Issued April 1991

- 6.(10) Each faculty member shall keep the chief administrative officer of the component institution or his or her delegate notified of his or her current mailing address. The written notice required by Section 6.23, 6.7, or 6.8 shall be sent by certified mail, return receipt requested, to the last address given by the faculty member.
- 6.(11) The chief administrative officer of a component institution has the responsibility for determining when it shall be necessary to reduce academic positions, the titles of which are given in Subsection 1.8 of this Chapter, or academic programs or both, subject to approval by the appropriate Executive Vice Chancellor and the Chancellor of The University of Texas System.
- 6.(12) When such reductions are necessary as a result of financial exigency, the procedure for the selection and notification of those academic positions that are to be terminated shall be governed by this Section, and neither the procedures specified in Subsection 6.3 of this Chapter nor the notice requirements of Subsections 6.23, 6.7, and 6.8 of this Chapter shall be applicable.
- 6.(12)1 Upon determining the existence of a financial exigency and the need to reduce academic positions or academic programs, or both, the chief administrative officer shall appoint a committee composed of faculty and administrative personnel to make recommendations to the chief administrative officer as to which academic positions and/or academic programs should be eliminated as a result of the financial exigency.

- 10.12 When a proposal has been approved or amended by the appropriate institutional officials, faculties, and the component chief administrative officer, it shall then go to the appropriate Executive Vice Chancellor and the Chancellor for recommendation to the Board if such action is required.
- 10.13 When a proposal has been approved or amended or rejected by the appropriate institutional officials, faculties, and the component chief administrative officer, any member or group of members of the staff may present an appeal in opposition to the action of the majority or in opposition to the recommendation of the institutional official or the component chief administrative officer, and this appeal, accompanied by reasons for and against the proposal, shall go through the prescribed administrative channels and shall be presented through the appropriate Executive Vice Chancellor to the Chancellor and thence to the Board for final action. The deans and other institutional officials, the component chief administrative officer, the appropriate Executive Vice Chancellor, the Chancellor and the Board may invite both sides for personal conferences and discussions.
- 10.14 An authorized routine for proposals, with the right of appeal, having been herein fixed, it follows that proposals shall always be made in accordance therewith.

10.2 Every voting member of any faculty has the right and the duty to propose changes and to participate in debate in faculty meetings.

Sec. 11. Communications with the Legislature and Other State Agencies or Officials.--The Board is the only proper channel through which recommendations concerning the administration of the System, as a whole or in any of its parts, should reach the Legislature or other state agencies or officials.

- 13.6 No member of the faculty or staff shall accept employment or any position of responsibility if the discharge of such employment or responsibility will be antagonistic to the interests of the State of Texas or the System or any of its component institutions.
- 13.7 Every member of the faculty or staff who gives professional opinions must protect the System and its component institutions against the use of such opinions for advertising purposes. If the employee does work in a private capacity, the employee must make it clear to those who employ him or her that the work is unofficial and that the name of the System and its component institutions is not in any way to be connected with the employee's name, except when used to identify the employee as the author of work related to the employee's academic or research area and produced as books, pamphlets, articles in periodicals, and films, tapes or software.
- 13.8 No member of the faculty or staff shall accept pay from private persons or corporations for tests, assays, chemical analyses, bacteriological examinations, or other such work of a routine character, which involve the use of property owned by the System or its component institutions, unless advance permission has been obtained from the chief administrative officer and provision has been made for compensation to the System or its component institutions.
- 13.9 No member of the full-time staff of the System on a twelve-month or nine-month basis shall be employed in any outside work or activity or receive from an outside source a regular retainer fee or salary until a description of the nature and extent of the employment has been filed with and approved by appropriate administrative officials as set forth in the institutional Handbook of Operating Procedures of each component institution. For special provisions relating to other state or federal employment, see Subsections 13.(10), 13.(11), and 13.(12) of this Section.
- 13.(10) Subject to the other provisions of this Section, a member of the faculty or staff may hold other non-elective offices or positions of honor, trust, or profit with the State of Texas or the United States

Sec. 27. Power to Authorize Expenditures Out of System Funds.

27.1 No expenditure out of funds under control of the Board shall be made and no debt or obligation shall be incurred and no promise shall be made in the name of the System or any of its component institutions or of the Board by any member of the respective staffs of the System or any of its component institutions except:

27.11 In accordance with general or special budgetary apportionments authorized in advance by the Board and entered in its minutes; or

27.12 In accordance with authority specifically vested by the Board in a committee of the Board; or

27.13 In accordance with authority to act for the Board when it is not in session, specifically vested in some university officer by these Rules and Regulations or by special action of the Board.

27.2 It shall be the duty of the several institutional officers to see that all claims for payments of items not authorized as indicated above are refused and returned unpaid.

Sec. 28. Indebtedness to the System or the State.--Neither salary payments nor any other payments shall be made to an employee, his or her agent or assignee, who is indebted to the System, any of its component institutions, or to the state until such debt is paid.

Sec. 29. Power to Bind the System in Fixing its Policies.--No employee of the System or any of its component institutions, as an individual or as a member of any association or agency, has the power to in anywise bind the System or any of its component institutions unless such power has been officially conferred in advance by the Board. Any action which attempts to

	<u>Full Title</u>	<u>Short Title</u>
	4.39 The University of Texas at Arlington School of Urban and Public Affairs	U.T. Arlington School of Urban and Public Affairs
4.4	The University of Texas at Austin	U.T. Austin
	4.41 The University of Texas at Austin School of Architecture	
	4.42 The University of Texas at Austin College of Liberal Arts	
	4.43 The University of Texas at Austin College of Natural Sciences	
	4.44 The University of Texas at Austin College of Business Administration	
	4.45 The University of Texas at Austin College of Communication	
	4.46 The University of Texas at Austin College of Education	
	4.47 The University of Texas at Austin College of Engineering	
	4.48 The University of Texas at Austin College of Fine Arts	
	4.49 The University of Texas at Austin School of Law	
	4.4(10) The University of Texas at Austin Graduate School of Library and Information Science	
	4.4(11) The University of Texas at Austin School of Nursing	
	4.4(12) The University of Texas at Austin College of Pharmacy	
	4.4(13) The University of Texas at Austin Lyndon B. Johnson School of Public Affairs	
	4.4(14) The University of Texas at Austin School of Social Work	

REPORT AND RECOMMENDATIONS OF THE PERSONNEL AND AUDIT COMMITTEE (Pages 8 - 13).--In the absence of Committee Chairman Loeffler, Regent Cruikshank reported that the Personnel and Audit Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Personnel and Audit Committee and approved in open session and without objection by the U. T. Board of Regents:

Minutes  
4/11/91

1. U. T. Board of Regents: Authorization to Restructure U. T. System Audit Office and Approval of Amendments to the Regents' Rules and Regulations - (a) Part One, Chapter I, Section 7, Subdivision 7.15 (Duties of the Personnel and Audit Committee); (b) Part One, Chapter II, Section 3, Subsection 3.3 (Audit); and (c) Part Two, Chapter II, Section 3 (Auditing).--In order to comply with the Texas Internal Auditing Act (Article 6252-5d, Vernon's Texas Civil Statutes) and the interpretation of the State Auditor's Internal Audit Policy Statement published on September 24, 1990, the Board approved the restructuring of The University of Texas System Audit Office and amended the Regents' Rules and Regulations, Parts One and Two related thereto as follows:
  - a. Part One, Chapter I, Section 7, Subdivision 7.15 was amended to read as follows:
    - 7.15 Duties of the Personnel and Audit Committee.--The Personnel and Audit Committee shall:
      - 7.154 Obtain, review, and report to the Board on all State Auditor's Reports and Management Letters and System and institutional internal audit reports.
      - 7.155 Approve the System-wide internal audit plan.
      - 7.156 Transmit to the Chancellor, subject to the prior approval of the Board, such instructions as it deems necessary for the implementation of appropriate internal auditing practices.
      - 7.157 Initiate System and institutional audits as deemed necessary to ensure management control within The University of Texas System. (In this regard, the System Director of Audits reports to the Chairman of the Personnel and Audit Committee.)
  - b. Part One, Chapter II, Section 3, Subsection 3.3 was amended to read as follows:
    - 3.3 Audit.  
The Chancellor, as chief executive officer of the System, is responsible for insuring the implementation of appropriate audit procedures for the System. Accordingly, the System Director of Audits prepares an executive summary of all internal audit activity by the System internal auditors and the institutional internal auditors for the Chancellor.



- 3.31 System Director of Audits.  
The System Director of Audits is responsible for coordinating the effective auditing of the System as set out in Subdivision 3.312 of this Chapter. The System Director of Audits provides audit assistance to the Chancellor, the Executive Vice Chancellors and the Vice Chancellors in the exercise of their responsibilities.
- 3.311 Appointment and Tenure.  
The System Director of Audits shall be appointed by the Board after nomination by the Chancellor. The System Director of Audits shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the System Director of Audits are subject to review and approval by the Board.
- 3.312 Duties and Responsibilities.  
The primary responsibilities of the System Director of Audits include:
- 3.3121 Developing a System-wide internal audit plan based on a System-wide risk assessment and coordinating the implementation of this plan with the institutional internal auditors. This System-wide audit plan is submitted to the Personnel and Audit Committee for approval after the Chancellor's review and approval.
- 3.3122 Conducting audits of the System including the revenue produced from the Permanent University Fund lands.
- 3.3123 Formulating policies for the internal audit activity at each component institution.
- 3.32 The System internal auditors are the internal auditors for the System and augment the audit work of the institutional internal auditor and the State Auditors at the component institutions.

✓ c. Part Two, Chapter II, Section 3 was amended to read as follows:

Sec. 3. Auditing.

- 3.1 Internal auditors are responsible for reviewing, evaluating, and reporting on the institution's system of internal administrative and accounting controls and the efficiency and effectiveness of the operations when compared with established standards. The internal auditors are to have no authority or responsibility for the activities they audit. The objective of internal auditing is to assist the chief administrative officer in the effective discharge of his or her responsibilities by furnishing objective analyses, appraisals and recommendations concerning the activities reviewed. To accomplish these objectives, the internal auditor is authorized to have full, free and unrestricted access to all property, personnel and records. The examination of patient medical records must serve a genuine audit need; and individual patients should not be identified in any audit report. The Texas Internal Auditing Act, the Standards for the Professional Practice of Internal Auditing published by the Institute of Internal Auditors, Inc. and "College and University Business Administration" published by the National Association of College and University Business Officers shall serve as guidelines for internal audit activities.
- 3.2 Each institution is expected to maintain an internal audit staff unless otherwise exempt from this requirement by the Chancellor. The institutional internal auditor reports to the institutional chief administrative officer or the institutional audit committee. The institutional internal auditor submits an annual audit plan for approval by the chief administrative officer and forwards a copy to the appropriate Executive Vice Chancellor and the System Director of Audits.
- 3.3 The System Director of Audits shall seek input into the System-wide audit plan from the institutional internal auditors. The implementation of the System-wide internal audit plan will be coordinated with the institutional internal audit

plans to insure major risks are addressed yet duplication of effort is minimized.

- 3.4 The State Auditor's Office, as part of the legislative branch of state government, is the external independent auditor of The University of Texas System. The State Auditor's Office conducts financial and performance audits and makes recommendations for improving financial and management controls within The University of Texas System. The State Auditor's Office reviews The University of Texas System's internal control structure and operations to determine the scope of the examination and reliability of the entity's financial and nonfinancial data. The internal audit function is considered a part of the internal control structure of The University of Texas System.

- Minutes*  
*4/11/91*
2. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter III, Section 1, Subsection 1.4 (Appointments); Section 2 (Classified Personnel Systems); Section 6, Subsection 6.(11) (Tenure, Promotion, and Termination of Employment); Section 10, Subsection 10.3 (Communications, Appeals, and Hearings); and Section 13, Subsection 13.7 (Outside Employment). --Upon recommendation of the Personnel and Audit Committee, the Board amended the Regents' Rules and Regulations, Part One, Chapter III as set forth below:

- a. Subsection 1.4 of Section 1 was amended to read as follows:

Sec. 1. Appointments.

- 1.4 The chief administrative officers of the component institutions shall not nominate or appoint, nor will the Board approve the appointment of, any person whose qualifications and conduct are not exemplary.

- b. Section 2 was amended by moving the current text of Section 6, Subsection 6.(11) to Section 2, renumbering Subsection 6.(11) as Subsection 2.4 and revising same, and adding a new Subsection 2.5 to read as follows:

Sec. 2. Classified Personnel Systems.

- 2.4 Procedures for dismissal, demotion, or suspension without pay of classified personnel are provided for by the "Policies and Procedures for Discipline and Dismissal of Employees" adopted by the U. T. Board of Regents.

2.5 Grievances of classified employees will be considered pursuant to the "Grievance Policy and Procedures" adopted by the U. T. Board of Regents.

- g. ✓  
✓  
✓
- c. Section 6 was amended by renumbering the first paragraph of Subsection 6.(12) as Subsection 6.(11).
  - d. Subsection 10.3 of Section 10 was deleted.
  - e. Section 13, Subsection 13.7 was amended to read as follows:

Sec. 13. Outside Employment.

13.7 Every member of the faculty or staff who gives professional opinions must protect the System and its component institutions against the use of such opinions for advertising purposes. If the employee does work in a private capacity, the employee must make it clear to those who employ him or her that the work is unofficial and that the name of the System and its component institutions is not in any way to be connected with the employee's name, except when used to identify the employee as the author of work related to the employee's academic or research area and produced as books, pamphlets, articles in periodicals, and films, tapes or software.

- Minister  
4/11/91
3. U. T. Board of Regents - Regents' Rules and Regulations: Approval to Amend (a) Part One, Chapter III, Section 27, Subsection 27.3 (Power to Authorize Expenditures Out of System Funds); (b) Part Two, Chapter IV, Section 4 (Purchase of Supplies and Equipment) and Section 7 (Purchases by and from Employees); and (c) Part Two, Chapter VII, Section 8, Subsection 8.6 (Disposal of Property of the System).--Approval was given to amend the Regents' Rules and Regulations, Parts One and Two as set forth below:

- ✓  
✓
- a. Subsection 27.3 of Section 27, Chapter III, Part One was deleted.
  - b. Part Two, Chapter IV, Section 4 was amended to read as follows:

Sec. 4. Purchases of Supplies and Equipment.

4.1 The State Purchasing and General Services Act, Article 601b, Vernon's Texas Civil Statutes, shall govern the purchasing policies of the System.

- 4.2 The State Purchasing and General Services Act does not apply to purchases of supplies, materials, services, or equipment:
- (a) for resale;
  - (b) for Auxiliary Enterprises;
  - (c) for Organized Activities Relating to Instructional Departments; or
  - (d) from gifts or grants, including those in support of research.

✓ c. Part Two, Chapter IV, Section 7 was amended to read as follows:

Sec. 7. Purchases by or from Employees.--Purchases are not permitted from any officer or employee of the System unless the cost is less than that from any other known source and until approved by the component chief administrative officer and the appropriate Executive Vice Chancellor. Sealed bid purchases of equipment or property by employees may be made only after authorization by the chief administrative officer and the appropriate Executive Vice Chancellor. Details of such transactions shall be reported in the Dockets or Minutes of the Board. Approval and reporting are not required for purchases made at public auction.

↓ d. Part Two, Chapter VII, Section 8, Subsection 8.6 was amended to read as follows:

Sec. 8. Disposal of Property of the System.

8.6 Sales to employees are governed by the provisions of Part Two, Chapter IV, Section 7 of these Rules.

4. U. T. System: Recommendation to Amend the Policies and Procedures for Discipline and Dismissal of Employees (Deferred).--Regent Cruikshank reported that the item related to proposed amendments to the Policies and Procedures for Discipline and Dismissal of Employees for The University of Texas System was deferred for consideration at a future meeting.

REPORT AND RECOMMENDATIONS OF THE ACADEMIC AFFAIRS COMMITTEE (Pages 14 - 27).--Committee Chairman Barshop reported that the Academic Affairs Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Academic Affairs Committee and approved in open session and without objection by the U. T. Board of Regents:

*minutes  
4/11/91*

1. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter VIII, Section 4, Subsection 4.3, Subdivision 4.39 (Institutions and Entities Composing the System).--In order to reflect the administratively approved new name for the Institute of Urban Studies (the academic unit administering degrees in urban and public affairs) at The University of Texas at Arlington, the Board amended the Regents' Rules and Regulations, Part One, Chapter VIII, Section 4, Subsection 4.3, Subdivision 4.39 (Institutions and Entities Composing the System) as set forth below:

	<u>Full Title</u>	<u>Short Title</u>
4.3	The University of Texas at Arlington	U. T. Arlington
4.39	The University of Texas at Arlington School of Urban and Public Affairs	U. T. Arlington School of Urban and Public Affairs

The title of Institute of Urban Studies will be retained to refer to the special unit administered by the school for the purposes of carrying out research and public service activities as authorized by Section 75.01 et seq., Texas Education Code.

2. U. T. Arlington: Establishment of Differential Graduate Tuition Rates for the College of Business Administration, College of Engineering, School of Architecture, and School of Social Work Effective with the Fall Semester 1991 (Catalog Change).--Section 54.008 of the Texas Education Code provides that governing boards of institutions of higher education may set differential tuition rates for graduate programs in an institution provided that such rates are at least equal to the minimum rates established by statute and not more than double the statutory rate.

In accordance therewith, the Board, upon recommendation of the Academic Affairs Committee, approved the establishment of differential graduate tuition rates for the College of Business Administration, College of Engineering, School of Architecture, and School of Social Work at The University of Texas at Arlington and authorized increases in the per semester credit hour tuition charges from \$20 to \$40 for resident students and from \$128 to \$148 for nonresident students effective with the Fall Semester 1991.

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7328 (512) 199-4102

MEMORANDUM

DATE March 7, 1991

TO: Those Who Receive R&R Amendments (List Attached)  
FROM: Arthur H. Dilly  
SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Pages II-9 through II-22	Pages II-9 through II-22
Pages II-26 through II-28	Pages II-26 through II-28

The amendments approved at the February 14, 1991 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AHD/lp  
Enclosures

November 9, 1990

Distribution List for Official Copies of  
Regents' Rules and Regulations

Board of Regents	9
Office of Board of Regents	3
Executive Associate for Economic Affairs	1
Legislative Budget Board	1
Governor's Budget and Planning Office	1
Publications Clearing House	1
State Auditor - U. T. Austin Representative	1
Legislative Reference Librarian	1
System Administration	9
Chancellor	
Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Asset Management	
Executive and Research Assistant to the Chancellor	
Vice Chancellor for Business Affairs	
Vice Chancellor and General Counsel	
Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Vice Chancellor for Budgets & Human Resources, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	44

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.

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November 9, 1990

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

Governor's Budget and Planning Office  
711 Sam Houston Building  
Austin, Texas 78711

Mr. James P. Oliver, Director  
Legislative Budget Board  
Second Floor, Capitol  
Austin, Texas 78711

State Auditor's Office  
The University of Texas at Austin  
Main Building 311  
Austin, Texas 78712

Mr. James R. Sanders  
Legislative Reference Librarian  
Second Floor, Capitol  
Austin, Texas 78711

Publications Clearing House  
Room 307, Texas State Library  
Austin, Texas 78711

Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Vice Chancellor for Budgets  
and Human Resources  
The Texas A&M University System  
College Station, Texas 77843-1117

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RULES AND REGULATIONS  
OF THE  
BOARD OF REGENTS  
OF  
THE UNIVERSITY OF TEXAS SYSTEM  
FOR THE GOVERNMENT OF  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through February 14, 1991,  
have been issued with this cover sheet)

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- 7.23 Reviewing and making recommendations on uniform business systems and management.
- 7.24 Submitting recommendations relating to programs for the most efficient management of personnel and resources.
- 7.25 Submitting recommendations for program development for training of personnel in nonacademic areas.
- 7.26 Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.
- 7.27 Reviewing and making recommendations relating to police and security matters within the system.
- 7.28 Coordinating the business affairs of the System with other officers and members of the System Administration staff.
- 7.29 In consultation with the appropriate Executive Vice Chancellor, coordinating the activities of business administrative operations of the component institutions.
- 7.2(10) Managing the operations of the offices of Facilities Planning and Construction, Budget and Fiscal Policy, System Personnel, Police, West Texas Lands Management (Surface Interests and Oil, Gas and Mineral Interests), Management Information Systems and Special Services.
- 7.2(11) Supervising and coordinating the acquisition and/or disposition of all nonendowment and campus lands at the component institutions and the U. T. System.
- 7.2(12) Directing the management of the purchasing, accounting, equipment inventories, and vouchering operations for the offices of the System Administration and coordinating the building services for the System buildings.
- 7.2(13) Directing the management of the System-wide insurance programs (except the System Plan for Professional Medical Liability Self-Insurance), including approval of all policies and coverages, such programs to include:
  - Fire and Extended Coverage;
  - Liability;
  - Health;

Life;  
Accidental Death and Dis-  
memberment;  
Income Replacement; and  
Retirement.

7.2(14) Performing such other duties as may be assigned by the Chancellor.

7.3 Duties of Officers Reporting to the Vice Chancellor for Business Affairs.

7.31 Director of the Office of Budget and Fiscal Policy.

The primary responsibilities of the Office of Budget and Fiscal Policy are to plan and develop systems and procedures for uniform budget preparation, budget control and financial reporting and to formulate, recommend and implement procedures to be followed in the business operations of the System. Subject to delegation by the Vice Chancellor for Business Affairs, the major duties and responsibilities of the Director of the Office of Budget and Fiscal Policy include:

7.311 Budget Duties and Responsibilities.

- 7.3111 Formulating procedures governing the preparation and review of all budgets and developing effective methods of presenting approved budgets to appropriate agencies.
- 7.3112 Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
- 7.3113 Preparing budget-writing instructions.
- 7.3114 Conducting budget and other related research studies.
- 7.3115 Planning systems and procedures for budgetary control and financial reporting.

- 7.3116 Controlling and supervising distribution of all budgets and processing and approving (as delegated) interim budget changes.
  - 7.3117 Preparing periodic budgetary, financial, and special reports, as appropriate.
  - 7.3118 Serving as liaison with the staff of the Legislative Budget Board, the Governor's Budget and Planning Office, and the Texas Higher Education Coordinating Board.
- 7.312 Business Operations Duties and Responsibilities.
- 7.3121 Accounting, reporting, and expenditure control.
  - 7.3122 Data processing systems - including prior approval of equipment acquisitions by purchase or lease.
  - 7.3123 Accounting and business system development.
  - 7.3124 Accounting records, forms, procedures, and financial reports, including format for such reports.
  - 7.3125 Lease contracts for building space.
  - 7.3126 Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
  - 7.3127 University Lands Accounting Office.

7.3128 Investment Accounting Office.

7.32

Director of Accounting.

The Director of Accounting of The University of Texas at Austin serves also as director of accounting for System Administration and is the accounting officer for both The University of Texas at Austin and for System Administration. With respect to System Administration matters, the Director of Accounting reports to and is responsible to the Director of the Office of Budget and Fiscal Policy. With respect to other matters, the Director reports to the appropriate officers of The University of Texas at Austin. Subject to delegation by the Vice Chancellor for Business Affairs, the duties of the office include:

- 7.321 Having responsibility for custody, accounting and reporting of all funds handled by the Director of Accounting's Office for the component institutions outside of Austin, and for System Administration, the Permanent University Fund, the Available University Fund, and trust and special funds.
- 7.322 For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the Executive Vice Chancellor for Asset Management, of bearer securities maintained in bank lock boxes.
- 7.323 Maintaining a full and complete set of records that accurately reflect the balances and transactions of

all financial and property accounts of the System (as contracted with such accounts of the component institutions).

7.33 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction reports to the Vice Chancellor for Business Affairs. The primary duties and responsibilities of the office include:

- 7.331 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.332 Managing the administration and general supervision of any new building construction and initial equipping thereof or any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$300,000 or more; managing any preliminary planning, feasibility studies, or investigations which are estimated to ultimately develop into one of the above projects at any component institution of the System; advising and working with the consultants, architects and engineers employed by the Board subject to the terms and conditions of the contracts with those architects and engineers.
- 7.333 Serving as ex officio member of all faculty building committees at the component institutions.

- 7.334 Preparing and executing all documents relating to the acquisition and the use of funds received from the federal government and state agencies in connection with construction grant awards.
- 7.335 Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.
- 7.336 Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.
- 7.337 Developing standards for maintenance of all physical facilities at component institutions.
- 7.338 Directing the negotiation and approval of all utility contracts.
- 7.339 Coordinating compliance with federal and state accessibility standards applicable to new construction and major repair and rehabilitation of the System and the component institutions.

7.34

System Personnel Director.

The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Vice Chancellor for Business Affairs, the System Personnel Director is responsible for:

- 7.341 Acting as liaison between component institution personnel officers and the System officers regarding all personnel matters relating to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.



- 7.342 Advising the System officers and making recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 7.343 Reviewing and recommending all classified personnel pay plans for each component institution, including the establishment of proper classification and pay scales consistent with needs and System-wide policies and procedures.
- 7.344 Reviewing and recommending the Personnel Office budgets for each component institution.
- 7.345 Directing the administration of the System Personnel Office, including the Workers' Compensation Insurance section.
- 7.346 Reviewing and recommending to System officers any rules and regulations or changes thereto that, after proper consultation with officers of component institutions, are considered beneficial or necessary for the proper administration of the System-wide Personnel Program.
- 7.347 Establishing employee development and training programs for all component institutions, including particularly supervisory training programs.
- 7.348 Formulating policies and procedures concerning labor relations and employer-employee relationships.
- 7.349 Assisting and establishing personnel data systems and proper practices and procedures concerning the personnel records of all employees.

- 7.34(10) Conducting System-wide wage and salary research studies and formulating data for proper implementation of personnel pay programs.
- 7.34(11) In consultation with the personnel offices of the component institutions, developing and maintaining a System-wide Personnel Pay Plan with uniform titles and account numbers.

7.35

Director of Police.

Subject to delegation by the Vice Chancellor for Business Affairs, the Director of Police is responsible for:

- 7.351 Approving qualifications for police personnel at the component institutions of the System and approving all applicants to a basic or in-service training school or academy.
- 7.352 Approving the organizational structure for police departments at the component institutions of the System.
- 7.353 Establishing and supervising all training programs for System police, including basic and in-service training, as well as on-the-job training at each component institution of the System.
- 7.354 Conducting the System training in accordance with the standards of the Texas Commission on Law Enforcement Officer Standards and Education, in order to maintain accreditation with this state agency.
- 7.355 Maintaining liaison with the Director of Training, Texas Department of Public Safety,

- and the Coordinator of Training, Federal Bureau of Investigation, and being aware of new training techniques, procedures, programs, and equipment.
- 7.356 Establishing a uniform reporting and record system for police departments at the component institutions of the System and approving any changes thereto.
- 7.357 Conducting periodic inspection of the police departments at the component institutions of the System and evaluating their performance as police agencies.
- 7.358 Formulating and establishing policies and procedures for police operations on a System-wide basis.
- 7.359 Establishing, maintaining, and supervising on a System-wide basis, a program for police personnel promotion.
- 7.35(10) Reviewing and recommending the pay scale for police personnel throughout the System.
- 7.35(11) Insuring all component institutions systematically survey security needs of existing buildings, grounds, and lighting and recommending appropriate measures to improve and enhance security and crime prevention programs for the protection of life and property.
- 7.35(12) Coordinating with the Office of Facilities Planning and Construction security needs for new construction including security lighting on the property of the component institutions of the System.

- 7.35(13) Coordinating the use of police throughout the System in emergency situations.
- 7.35(14) Submitting periodic reports to the Vice Chancellor for Business Affairs concerning the operations of the police departments of the System.

7.36

West Texas Lands Management.

The Vice Chancellor for Business Affairs provides direction and management for all transactions relative to Permanent University Fund Lands (hereinafter sometimes referred to as "University Lands"). In the exercise of those responsibilities, the Vice Chancellor for Business Affairs:

- 7.361 Works closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 7.362 Develops procedures to ensure the involvement of the Executive Vice Chancellor for Asset Management in the development of recommendations which impact upon the asset management aspects of the Permanent University Fund Lands.
- 7.363 Directs and manages the operation of the following budgeted activities which are part of the Office of West Texas Lands:
  - University Lands - Oil, Gas, and Mineral Interests;
  - University Lands - Surface Interests (Oil Field Supervision); and
  - University Lands - Surface Interests (Leasing and Agricultural Projects).
- 7.364 Manager of University Lands - Oil, Gas, and Mineral Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Oil, Gas, and Mineral Interests

is responsible for providing field supervision of System operations, activities and transactions involving oil, gas, and mineral development and production on the University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:

- 7.3641 Making recommendations to the Board for Lease of University Lands, and the Board of Regents, as appropriate, for periodic oil and gas lease sales of University Lands, and for unitization, pooling and other transactions involving oil and gas leasehold and royalty interests and other mineral interests in University Lands.
- 7.3642 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.
- 7.3643 Reviewing periodically the terms and conditions of forms and transactions involving oil and gas interests in University Lands, and making recommendations with respect thereto to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands.

- 7.3644 Reporting regularly to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.
- 7.3645 Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 7.3646 Coordinating with the Manager of University Lands - Surface Interests in the discharge of their respective duties and responsibilities.
- 7.365 Manager of University Lands - Surface Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Surface Interests is responsible for providing field supervision of System operations, activities, and transactions pertaining to surface interests, water rights and oil and gas field operations in or on University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:
- 7.3651 Making recommendations to the Board with respect to all transactions involving surface interests in

- University Lands,  
including research  
projects, right-of-way  
easements, agricul-  
tural, grazing and  
other surface use  
leases, and geophys-  
ical permits.
- 7.3652 Organizing, directing,  
guiding, setting  
objectives and stan-  
dards for, and assign-  
ing and evaluating the  
work of all personnel  
reporting to him or  
her.
- 7.3653 Reviewing periodically  
the terms and condi-  
tions of forms and  
transactions involving  
surface interests in  
University lands, and  
making recommendations  
with respect thereto  
to the Vice Chancellor  
for Business Affairs.
- 7.3654 Reporting regularly to  
the Vice Chancellor  
for Business Affairs  
all activities, devel-  
opments and problems  
which could signifi-  
cantly affect System  
interests and Univer-  
sity Lands, together  
with his or her recom-  
mendations with respect  
thereto.
- 7.3655 Working closely with  
federal and state  
agencies in connec-  
tion with research  
and development proj-  
ects and activities,

involving utilization and husbandry of University Lands, of mutual interest to the System and such agencies.

7.3656 Coordinating with the Manager of University Lands - Oil, Gas, and Mineral Interests in the discharge of their respective duties and responsibilities, and acts as oil and gas fields supervisor.

Sec. 8. Vice Chancellor and General Counsel.

The Vice Chancellor and General Counsel reports to the Chancellor. The Vice Chancellor and General Counsel is responsible for the provision of legal services to the Board of Regents of The University of Texas System as set out in Section 8.2 of this Chapter. The Vice Chancellor and General Counsel provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor and General Counsel has direct access to the Board of Regents of The University of Texas System and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

8.1 Appointment and Tenure.

The Vice Chancellor and General Counsel shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor and General Counsel shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor and General Counsel are subject to review and approval by the Board.

8.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor and General Counsel include:

8.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.



- 9.26 Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.
- 9.27 Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

Sec. 10. Other Code 1000 Staff and Officers of System Administration.

Staff and officers of System Administration designated as code 1000 shall be appointed by the Chancellor, the Executive Vice Chancellors, or Vice Chancellors to whom they will report. Persons so appointed shall not have tenure by virtue of their respective positions. They shall serve without fixed term, subject to the pleasure of the officer to whom they report. The actions of the appointing officer concerning such positions are in turn subject to review and approval by the Chancellor or the Board as required by the Regents' Rules and Regulations.

Sec. 11. Councils of the System.

11.1 The System Council.

The System Council is composed of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, the Executive Director for Public Affairs and Development, and the chief administrative officers of all the component institutions of The University of Texas System. The Chancellor shall serve as the Council's permanent chairman and shall conduct regular meetings to discuss those matters of general concern to the operation of The University of Texas System.

11.2 The Council of Academic Institutions.  
The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs and the chief administrative officers of the general academic institutions of the System. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Academic Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.

11.3 The Council of Health Institutions.  
The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs and the chief administrative officers of the component institutions of the System concerned directly with health affairs. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Health Affairs acts as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.

11.4 The Business Management Council.  
The Business Management Council advises the System Administration in the areas of component budgeting, business management, data processing, physical plant operations, planning, construction, and accounting systems development. The Council is composed of the Vice Chancellor for Business Affairs and the chief business officers of the component institutions. The Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the

Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development, or their delegates, serve as ex officio members of this Council. The Vice Chancellor for Business Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council.

Sec. 12. Chief Administrative Officers of Component Institutions.

12.1 The Board selects the chief administrative officer of each component institution.

12.11 When there is a vacancy or it is known that there is to be a vacancy in the office of a chief administrative officer of a component institution having faculty and students and the Board does not have candidate(s) from recent searches at other component institutions, from within the U. T. System, and/or of national prominence from outside the U. T. System to advance for consideration, an Advisory Committee shall be established to recommend candidates to the Board. The Executive Vice Chancellor having responsibility for the operation of the institution where the vacancy has occurred or is to occur shall be chairman of the Advisory Committee. In circumstances where this Executive Vice Chancellor may be a candidate for the office, the chairman of the Advisory Committee shall be the Chancellor or the Chancellor's designee. In addition to the chairman, committee membership is as follows:

The Chancellor;  
Two Chief Administrative  
Officers;  
(to be appointed by  
the Chairman of the  
Board from two of the  
component institu-  
tions)

Two Regents;  
(to be appointed by  
the Chairman of the  
Board)

December 4, 1990

Linda:

Run a word search on both Parts One and Two of the RRR re following titles and highlight each title on any page where referenced:

Comptroller  
Budget Director  
Director for Development  
Director of Public Information

Thanks.

mg mgf

cc: AHD

*Handwritten notes:*  
2/14/91  
MSA/Minutes

LP - I believe these amendments were incorporated in 2/14/91 MSA/Minutes. Check/verify.

*Handwritten signature:*  
mgf 2/25

Part	Component	Band	Wavelength	Absorbance
I	none	none	none	none
II	11, 13,	12, 13,	28, 29, 30,	none
III	none	none	none	none
IV	none	none	none	none
V	none	none	none	none
VI	none	none	none	none
VII	none	none	none	none
VIII	none	none	none	none
IX	none	none	none	none

- 7.23 Reviewing and making recommendations on uniform business systems and management.
- 7.24 Submitting recommendations relating to programs for the most efficient management of personnel and resources.
- 7.25 Submitting recommendations for program development for training of personnel in nonacademic areas.
- 7.26 Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.
- 7.27 Reviewing and making recommendations relating to police and security matters within the System.
- 7.28 Coordinating the business affairs of the System with other officers and members of the System Administration staff.
- 7.29 In consultation with the appropriate Executive Vice Chancellor, coordinating the activities of business administrative operations of the component institutions.
- 7.2(10) Managing the operations of the offices of Facilities Planning and Construction, ~~Budget, Comptroller,~~ System Personnel, Police, West Texas Lands, Management Information Systems and Special Services.
- 7.2(11) Supervising and coordinating the acquisition and/or disposition of all nonendowment and campus lands at the component institutions and the U. T. System.
- 7.2(12) Directing the management of the purchasing, accounting, equipment inventories, and vouchering operations for the offices of the System Administration and coordinating the building services for the System buildings.

*LP*  
*Check*  
*Believe this was*  
*amended in 7/14*  
*minutes*  
*note "2 d. 2(10)"*  
*and Fiscal Policy*

7.2(13) Directing the management of the System-wide insurance programs (except the System Plan for Professional Medical Liability Self-Insurance), including approval of all policies and coverages, such programs to include:

- Fire and Extended Coverage;
- Liability;
- Health;
- Life;
- Accidental Death and Dis-memberment;
- Income Replacement; and
- Retirement.

7.2(14) Performing such other duties as may be assigned by the Chancellor.

7.3 Duties of Officers Reporting to the Vice Chancellor for Business Affairs.

7.31 Budget Director.

The Budget Director's primary responsibilities are to plan and develop systems and procedures for uniform budget preparation, budget control and financial reporting. Subject to delegation by the Vice Chancellor for Business Affairs, the major duties of the Budget Director include:

- 7.311 Formulating procedures governing the preparation and review of all budgets and developing effective methods of presenting approved budgets to appropriate agencies.
- 7.312 Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
- 7.313 Preparing budget-writing instructions.
- 7.314 Conducting budget and other related research studies.
- 7.315 Planning systems and procedures for budgetary control and financial reporting.
- 7.316 Controlling and supervising distribution of all budgets and processing and approving (as delegated) interim budget changes.

*This changed in 2/14 MSD so it will be a substantive amendment.*

- 7.317 Preparing periodic budgetary, financial, and special reports, as appropriate.
- 7.318 Serving as liaison with the staff of the Legislative Budget Board, the Governor's Budget and Planning Office, and the Texas Higher Education Coordinating Board.

*This changed in 2/14 MSA*

- 7.32 Comptroller.  
Subject to delegation by the Vice Chancellor for Business Affairs, the Comptroller formulates and recommends procedures to be followed in the business operations of the System for:
  - 7.321 Accounting, reporting, and expenditure control.
  - 7.322 Procurement and purchasing.
  - 7.323 Management of auxiliary service enterprises.
  - 7.324 Data processing systems - including prior approval of equipment acquisitions by purchase or lease.
  - 7.325 Accounting and business system development.
  - 7.326 Accounting records, forms, procedures, and financial reports, including format for such reports.
  - 7.327 Lease contracts for building space.
  - 7.328 Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
  - 7.329 University Lands Accounting Office.

- 7.33 Director of Accounting.  
The Director of Accounting of The University of Texas at Austin serves also as director of accounting for System Administration and is the accounting officer for both The University of Texas at Austin and for System Administration.



- 9.26 Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.
- 9.27 Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

Sec. 10. Other Code 1000 Staff and Officers of System Administration.

Staff and officers of System Administration designated as code 1000 shall be appointed by the Chancellor, the Executive Vice Chancellors, or Vice Chancellors to whom they will report. Persons so appointed shall not have tenure by virtue of their respective positions. They shall serve without fixed term, subject to the pleasure of the officer to whom they report. The actions of the appointing officer concerning such positions are in turn subject to review and approval by the Chancellor or the Board as required by the Regents' Rules and Regulations.

Sec. 11. Councils of the System.

11.1 The System Council.

The System Council is composed of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive Assistant to the Chancellor, the Director of Development, and the chief administrative officers of all the component institutions of The University of Texas System. The Chancellor shall serve as the Council's permanent chairman and shall conduct regular meetings to discuss those matters of general concern to the operation of The University of Texas System.

*LP - this was amended @ 2/14 mtg so not editorial*

*amended via 2/14 agenda item*

*Executive Director for Public Affairs and Development*

*and Research*

11.2

The Council of Academic Institutions.

The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs and the chief administrative officers of the general academic institutions of the System. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive Assistant to the Chancellor, and the Director of Development, serve as ex officio members of this Council. The Executive Vice Chancellor for Academic Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.

11.3

The Council of Health Institutions.

The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs and the chief administrative officers of the component institutions of the System concerned directly with health affairs. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive Assistant to the Chancellor, and the Director of Development serve as ex officio members of this Council. The Executive Vice Chancellor for Health Affairs acts as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.

11.4

The Business Management Council.

The Business Management Council advises the System Administration in the areas of component budgeting, business management, data processing, physical plant operations, planning, construction, and accounting systems development. The Council is composed of the Vice Chancellor for Business Affairs and the chief business officers of the component institutions. The Chancellor, the Executive Vice Chancellor for Academic

*Amended via  
2/14 agenda  
item.*

*and Board*

*and Board*

*Amended  
2/14  
Agenda Item*

Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive Assistant to the Chancellor, and the Director of Development, or their delegates, serve as ex officio members of this Council. The Vice Chancellor for Business Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council.

Sec. 12. Chief Administrative Officers of Component Institutions.

12.1 The Board selects the chief administrative officer of each component institution.

12.11 When there is a vacancy or it is known that there is to be a vacancy in the office of a chief administrative officer of a component institution having faculty and students and the Board does not have candidate(s) from recent searches at other component institutions, from within the U. T. System, and/or of national prominence from outside the U. T. System to advance for consideration, an Advisory Committee shall be established to recommend candidates to the Board. The Executive Vice Chancellor having responsibility for the operation of the institution where the vacancy has occurred or is to occur shall be chairman of the Advisory Committee. In circumstances where this Executive Vice Chancellor may be a candidate for the office, the chairman of the Advisory Committee shall be the Chancellor or the Chancellor's designee. In addition to the chairman, committee membership is as follows:

The Chancellor;

Two Chief Administrative Officers;

(to be appointed by the Chairman of the Board from two of the component institutions)

Two Regents;

(to be appointed by the Chairman of the Board)

REPORT AND RECOMMENDATIONS OF THE PERSONNEL AND AUDIT COMMITTEE (Pages 13 - 19).--Regent Cruikshank reported that the Personnel and Audit Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the actions set forth in the Minute Orders which follow were recommended by the Personnel and Audit Committee and approved in open session and without objection by the U. T. Board of Regents:

2/14/91  
Minutes

1. U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter II, Section 7 (Vice Chancellor for Business Affairs) and Section 11 (Councils of the System) and Authorization for the Executive Secretary to the Board to Make Appropriate Editorial Changes Therein.--Upon recommendation of the Personnel and Audit Committee, the Board amended the Regents' Rules and Regulations, Part One, Chapter II, Section 7 (Vice Chancellor for Business Affairs) and Section 11 (Councils of the System) as follows:

- a. Section 7, Subsection 7.2, Subdivision 7.2(10) was amended to read as follows:

7.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor for Business Affairs include:

- 7.2(10) Managing the operations of the offices of Facilities Planning and Construction, Budget and Fiscal Policy, System Personnel, Police, West Texas Lands Management (Surface Interests and Oil, Gas and Mineral Interests), Management Information Systems and Special Services.

- b. Section 7, Subsection 7.3 was amended to read as follows:

7.3 Duties of Officers Reporting to the Vice Chancellor for Business Affairs.

- 7.31 Director of the Office of Budget and Fiscal Policy. The primary responsibilities of the Office of Budget and Fiscal Policy are to plan and develop systems and procedures for uniform budget preparation, budget control and financial reporting and to formulate, recommend and implement procedures to be followed in the business operations of the System. Subject to delegation by the Vice Chancellor for Business Affairs, the major duties and responsibilities of the Director of the Office of Budget and Fiscal Policy include:

7.311 Budget Duties and Responsibilities.

- 7.3111 Formulating procedures governing the preparation and review of all budgets and developing effective methods

- ✓
- 7.3112 of presenting approved budgets to appropriate agencies.
  - 7.3112 Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
  - 7.3113 Preparing budget-writing instructions.
  - 7.3114 Conducting budget and other related research studies.
  - 7.3115 Planning systems and procedures for budgetary control and financial reporting.
  - 7.3116 Controlling and supervising distribution of all budgets and processing and approving (as delegated) interim budget changes.
  - 7.3117 Preparing periodic budgetary, financial, and special reports, as appropriate.
  - 7.3118 Serving as liaison with the staff of the Legislative Budget Board, the Governor's Budget and Planning Office, and the Texas Higher Education Coordinating Board.
- 7.312 Business Operations Duties and Responsibilities.
- 7.3121 Accounting, reporting, and expenditure control.
  - 7.3122 Data processing systems - including prior approval of equipment acquisitions by purchase or lease.
  - 7.3123 Accounting and business system development.
  - 7.3124 Accounting records, forms, procedures, and financial reports, including format for such reports.
  - 7.3125 Lease contracts for building space.

- 7.3126 Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
- 7.3127 University Lands Accounting Office.
- 7.3128 Investment Accounting Office.

7.32

Director of Accounting.

The Director of Accounting of The University of Texas at Austin serves also as director of accounting for System Administration and is the accounting officer for both The University of Texas at Austin and for System Administration. With respect to System Administration matters, the Director of Accounting reports to and is responsible to the Director of the Office of Budget and Fiscal Policy. With respect to other matters, the Director reports to the appropriate officers of The University of Texas at Austin. Subject to delegation by the Vice Chancellor for Business Affairs, the duties of the office include:

- 7.321 Having responsibility for custody, accounting and reporting of all funds handled by the Director of Accounting's Office for the component institutions outside of Austin, and for System Administration, the Permanent University Fund, the Available University Fund, and trust and special funds.
- 7.322 For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the Executive Vice Chancellor for Asset Management, of bearer securities maintained in bank lock boxes.
- 7.323 Maintaining a full and complete set of records that accurately reflect the balances and transactions of all financial and property accounts of the System (as contracted with such accounts of the component institutions).

✓ c. Present Section 7, Subsection 7.3, Subdivision 7.34 was renumbered as Subdivision 7.33 and a new Sub-paragraph 7.339 was added to read as follows:

7.33 Director of Facilities Planning and Construction.

7.339 Coordinating compliance with federal and state accessibility standards applicable to new construction and major repair and rehabilitation of the System and the component institutions.

✓ d. Present Section 7, Subsection 7.3, Subdivision 7.35 was renumbered as Subdivision 7.34.

✓ e. Present Section 7, Subsection 7.3, Subdivision 7.36 was renumbered as Subdivision 7.35 and Subparagraphs 7.35(11) and 7.35(12) were amended to read as follows:

7.35 Director of Police.

7.35(11) Insuring all component institutions systematically survey security needs of existing buildings, grounds, and lighting and recommending appropriate measures to improve and enhance security and crime prevention programs for the protection of life and property.

7.35(12) Coordinating with the Office of Facilities Planning and Construction security needs for new construction including security lighting on the property of the component institutions of the System.

✓ f. Present Section 7, Subsection 7.3, Subdivision 7.37 was renumbered as Subdivision 7.36.

g. Section 11 was amended to read as set forth below:

Sec. 11. Councils of the System.

11.1 The System Council.

The System Council is composed of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, the Executive Director for Public Affairs and Development, and the chief administrative officers of all the component institutions of The University of Texas System. The Chancellor shall serve as the Council's permanent chairman and shall conduct regular meetings to discuss those matters of general concern to the operation of The University of Texas System.

- 11.2 The Council of Academic Institutions.  
The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs and the chief administrative officers of the general academic institutions of the System. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Academic Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.
- 11.3 The Council of Health Institutions.  
The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs and the chief administrative officers of the component institutions of the System concerned directly with health affairs. The Chancellor, the Executive Vice Chancellor for Asset Management, the Vice Chancellor for Business Affairs, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the Executive Director for Public Affairs and Development serve as ex officio members of this Council. The Executive Vice Chancellor for Health Affairs acts as the Council's permanent chairman and shall conduct regular meetings to review common problems of planning, development, and operation of the several institutions represented.
- 11.4 The Business Management Council.  
The Business Management Council advises the System Administration in the areas of component budgeting, business management, data processing, physical plant operations, planning, construction, and accounting systems development. The Council is composed of the Vice Chancellor for Business Affairs and the chief business officers of the component institutions. The Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Vice Chancellor for Asset Management, the Vice Chancellor and General Counsel, the Vice Chancellor for Governmental Relations, the Executive and Research Assistant to the Chancellor, and the



✓  
Executive Director for Public Affairs and Development, or their delegates, serve as ex officio members of this Council. The Vice Chancellor for Business Affairs shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council.

Further, approval was granted for the Executive Secretary to the Board of Regents, in consultation with the Office of General Counsel, to make such editorial changes in the remainder of the Regents' Rules and Regulations as are necessary to conform to the foregoing changes.

The amendments to Section 7 primarily codify the merger of the Budget Office and the Comptroller's Office into the Office of Budget and Fiscal Policy within the Office of Business Affairs. The changes to Section 11 acknowledge the creation of the position of Executive Director for Public Affairs and Development.

2. U. T. System: Amendments to Qualifications for Commissioned Law Enforcement Personnel.--In order to broaden the applicant pool for The University of Texas System Police Academy and permit component institutions to compete with local police departments in recruiting personnel, the Board amended the Resolution adopted in April 1988 for commissioned law enforcement personnel to read as set forth below:

QUALIFICATIONS FOR COMMISSIONED  
LAW ENFORCEMENT PERSONNEL

- I. The applicant must be a citizen of the United States and must meet the Minimum Standards for Appointment as required by the Rules and Regulations of the Texas Commission on Law Enforcement Officer Standards and Education.
- II. The applicant must have reached his or her 21st birthday but not his or her 45th birthday ON DATE OF COMMISSIONING.
- III. The applicant for admission to the U. T. System Police Academy must have a high school diploma or a GED, and must have a minimum of sixty (60) semester college hours. The applicant may fulfill this college requirement by substituting one (1) of the following:
  - Thirty (30) semester college hours and one (1) year of continuous employment as a police guard by a component institution within The University of Texas System;
  - Two (2) years of continuous employment as a police guard for a component institution within The University of Texas System;
  - Two (2) years of active military service and one (1) year of continuous employment as a police guard by a component institution within The University of Texas System.

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS  
BOX N - AUSTIN, TEXAS 78713-7325 (512) 499-4402

MEMORANDUM

DATE October 31, 1990

TO: Those Who Receive R&R Amendments (list attached)  
FROM: Arthur H. Dilly  
SUBJECT: Regents' Rules and Regulations, Part One - Amendments

Please update your copy of the Regents' Rules and Regulations, Part One by destroying the pages listed in Column "A" and substituting in lieu thereof the pages listed in Column "B":

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Page i	Page i
Pages II-5 through II-22	Pages II-5 through II-22
Page III-3	Page III-3

The amendments approved at the October 12, 1990 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AHD/lp

Enclosures

RULES AND REGULATIONS  
OF THE  
BOARD OF REGENTS  
OF  
THE UNIVERSITY OF TEXAS SYSTEM  
FOR THE GOVERNMENT OF  
THE UNIVERSITY OF TEXAS SYSTEM

PART ONE

Part One was completely reissued as of June 1, 1988.  
(Substantive amendments through October 12, 1990,  
have been issued with this cover sheet)

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5.1 Appointment and Tenure.

The Executive Vice Chancellor for Health Affairs shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Executive Vice Chancellor for Health Affairs shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Executive Vice Chancellor for Health Affairs are subject to review and approval by the Board.

5.2 Duties and Responsibilities.

The Executive Vice Chancellor for Health Affairs shall have as a prime responsibility the maintenance of high academic quality in the health-related teaching institutions and high quality health services in the health-care delivery institutions of the System. Through the chief administrative officers of the component institutions, he or she shall have responsibility for the budgets, academic planning and programs, facilities planning and construction, and personnel (both academic and nonacademic) of those components. In consultation with the Chancellor, the Executive Vice Chancellor for Health Affairs shall prepare recommendations and supporting information on such matters for consideration by the appropriate standing committees of the Board and the Board of Regents.

Sec. 6. Executive Vice Chancellor for Asset Management.

The Executive Vice Chancellor for Asset Management has line responsibility for the conduct of all investments and for the management of the assets of the System. The Offices of Asset Management, Finance, Investments, Endowments and Trusts, and Endowment Real Estate report to and are responsible to the Executive Vice Chancellor for Asset Management. The Executive Vice Chancellor for Asset Management reports to and is responsible to the Chancellor. The Executive Vice Chancellor for Asset Management has direct access to the Board of Regents and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

6.1 Appointment and Tenure.

The Executive Vice Chancellor for Asset Management shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Executive Vice Chancellor for Asset Management shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Executive Vice Chancellor for Asset Management are subject to review and approval by the Board.

6.2 Duties and Responsibilities.

The Executive Vice Chancellor for Asset Management has responsibility for the management of trust and endowment lands and noncampus lands held in the name of the Board of Regents including the investment and management of trusts, trust assets, endowments and management of the investment of the Permanent University Fund. This office has as a prime responsibility the management of the trust and endowment lands, trusts, endowments, and other such funds of the System in such a manner as to maximize the monies available for excellence in all activities of the System. This office also has a prime responsibility for policies on receipt, disbursement, and custody of funds; for terms of depository agreements with banks; and for custody (with the Director of Accounting) for bearer securities owned by System funds that are maintained in bank safety deposit boxes and are not in custody with the State Treasurer. This office in conjunction with the Vice Chancellor and General Counsel prepares debt issues. The Executive Vice Chancellor for Asset Management will coordinate and cooperate with the Vice Chancellor for Business Affairs in bringing to the Board recommendations on those policy issues which impact upon the asset management aspects of the Permanent University Fund Lands. In consultation with the Chancellor, the Executive Vice Chancellor for Asset Management shall prepare recommendations and supporting information on his or her responsibilities for consideration by the appropriate standing committees of the Board and the Board of Regents.

6.3 Officers for Finance, Investments, and Endowments and Trusts.

The Executive Vice Chancellor for Asset Management and his or her delegates, Executive Director - Finance, Executive Director for Investments, and Executive Director of Endowment Management and Administration implement policies and actions approved by the Board with respect to:

- 6.31 Investing, managing, and administering of all endowment funds belonging to the System and its component institutions, including the Permanent University Fund and all trusts and special funds.
- 6.32 Issuing, managing, and paying all bonds and other evidences of indebtedness issued by the Board for System and its component institutions.
- 6.33 Presenting to the Board through the Chancellor periodic reports of the status and prospect of funds for which he or she has responsibility and that will be available for expenditure by the System and its component institutions.
- 6.34 Consulting with the Executive Associate for Economic Affairs with respect to the development of long-range plans for the development and management of the economic resources of the System and its component institutions.

6.4 Office of Endowment Real Estate.

Subject to delegation by the Executive Vice Chancellor for Asset Management, the Executive Director of Endowment Real Estate is responsible for the management of all real estate held in the name of the Board of Regents, except for Permanent University Fund Lands and campus real estate, with a view toward maximizing the income to be realized from the operation and/or sale of these properties. In fulfilling this responsibility, the Executive Director of Endowment Real Estate will:

- 6.41 Work closely with the appropriate Executive Vice Chancellor, the chief administrative officer of a component institution of the System and that officer's delegates with

- regard to the management of trust lands and other noncampus real estate interests held by the Board of Regents for and on behalf of a particular institution.
- 6.42 Establish procedures that insure effective coordination with the Executive Director for Endowment Management and Administration with regard to the management of trust lands other than University Lands.
- 6.43 Be responsible to the Vice Chancellor for Business Affairs for the acquisition or disposal of nonendowment and campus lands.

Sec. 7. Vice Chancellor for Business Affairs.

The Vice Chancellor for Business Affairs reports to the Chancellor and is responsible for the direction of those offices and supervision of those areas of responsibility set forth in Section 7.3 of this Chapter. The Vice Chancellor for Business Affairs provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor for Business Affairs has direct access to the Board of Regents of The University of Texas System and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

7.1 Appointment and Tenure.

The Vice Chancellor for Business Affairs shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Business Affairs shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Business Affairs are subject to review and approval by the Board.

7.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor for Business Affairs include:

- 7.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.22 Submitting recommendations to the Chancellor and to the appropriate Executive Vice Chancellor on business operations of the components of the System.



- 7.23 Reviewing and making recommendations on uniform business systems and management.
- 7.24 Submitting recommendations relating to programs for the most efficient management of personnel and resources.
- 7.25 Submitting recommendations for program development for training of personnel in nonacademic areas.
- 7.26 Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.
- 7.27 Reviewing and making recommendations relating to police and security matters within the System.
- 7.28 Coordinating the business affairs of the System with other officers and members of the System Administration staff.
- 7.29 In consultation with the appropriate Executive Vice Chancellor, coordinating the activities of business administrative operations of the component institutions.
- 7.2(10) Managing the operations of the offices of Facilities Planning and Construction, Budget, Comptroller, System Personnel, Police, West Texas Lands, Management Information Systems and Special Services.
- 7.2(11) Supervising and coordinating the acquisition and/or disposition of all nonendowment and campus lands at the component institutions and the U. T. System.
- 7.2(12) Directing the management of the purchasing, accounting, equipment inventories, and vouchering operations for the offices of the System Administration and coordinating the building services for the System buildings.

- 7.2(13) Directing the management of the System-wide insurance programs (except the System Plan for Professional Medical Liability Self-Insurance), including approval of all policies and coverages, such programs to include:  
Fire and Extended Coverage;  
Liability;  
Health;  
Life;  
Accidental Death and Dis-  
memberment;  
Income Replacement; and  
Retirement.
- 7.2(14) Performing such other duties as may be assigned by the Chancellor.

7.3 Duties of Officers Reporting to the Vice Chancellor for Business Affairs.

7.31 Budget Director.

The Budget Director's primary responsibilities are to plan and develop systems and procedures for uniform budget preparation, budget control and financial reporting. Subject to delegation by the Vice Chancellor for Business Affairs, the major duties of the Budget Director include:

- 7.311 Formulating procedures governing the preparation and review of all budgets and developing effective methods of presenting approved budgets to appropriate agencies.
- 7.312 Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
- 7.313 Preparing budget-writing instructions.
- 7.314 Conducting budget and other related research studies.
- 7.315 Planning systems and procedures for budgetary control and financial reporting.
- 7.316 Controlling and supervising distribution of all budgets and processing and approving (as delegated) interim budget changes.

- 7.317 Preparing periodic budgetary, financial, and special reports, as appropriate.
- 7.318 Serving as liaison with the staff of the Legislative Budget Board, the Governor's Budget and Planning Office, and the Texas Higher Education Coordinating Board.

7.32 Comptroller.

Subject to delegation by the Vice Chancellor for Business Affairs, the Comptroller formulates and recommends procedures to be followed in the business operations of the System for:

- 7.321 Accounting, reporting, and expenditure control.
- 7.322 Procurement and purchasing.
- 7.323 Management of auxiliary service enterprises.
- 7.324 Data processing systems - including prior approval of equipment acquisitions by purchase or lease.
- 7.325 Accounting and business system development.
- 7.326 Accounting records, forms, procedures, and financial reports, including format for such reports.
- 7.327 Lease contracts for building space.
- 7.328 Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
- 7.329 University Lands Accounting Office.

7.33 Director of Accounting.

The Director of Accounting of The University of Texas at Austin serves also as director of accounting for System Administration and is the accounting officer for both The University of Texas at Austin and for System Administration.

With respect to System Administration matters, the Director of Accounting reports to and is responsible to the Comptroller. With respect to other matters, the Director reports to the appropriate officers of The University of Texas at Austin. Subject to delegation by the Vice Chancellor for Business Affairs, the duties of the office include:

- 7.331 Having responsibility for custody, accounting and reporting of all funds handled by the Director of Accounting's Office for the component institutions outside of Austin, and for System Administration, the Permanent University Fund, the Available University Fund, and trust and special funds.
  - 7.332 For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the Executive Vice Chancellor for Asset Management, of bearer securities maintained in bank lock boxes.
  - 7.333 Maintaining a full and complete set of records that accurately reflect the balances and transactions of all financial and property accounts of the System (as contracted with such accounts of the component institutions).
- 7.34 Director of Facilities Planning and Construction.  
The Director of Facilities Planning and Construction reports to the Vice Chancellor for Business Affairs. The primary

duties and responsibilities of the office include:

- 7.341 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.342 Managing the administration and general supervision of any new building construction and initial equipping thereof or any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$300,000 or more; managing any preliminary planning, feasibility studies, or investigations which are estimated to ultimately develop into one of the above projects at any component institution of the System; advising and working with the consultants, architects and engineers employed by the Board subject to the terms and conditions of the contracts with those architects and engineers.
- 7.343 Serving as ex officio member of all faculty building committees at the component institutions.
- 7.344 Preparing and executing all documents relating to the acquisition and the use of funds received from the federal government and state agencies in connection with construction grant awards.
- 7.345 Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.

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- 7.346 Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.
- 7.347 Developing standards for maintenance of all physical facilities at component institutions.
- 7.348 Directing the negotiation and approval of all utility contracts.

7.35 System Personnel Director.

The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Vice Chancellor for Business Affairs, the System Personnel Director is responsible for:

- 7.351 Acting as liaison between component institution personnel officers and the System officers regarding all personnel matters relating to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 7.352 Advising the System officers and making recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 7.353 Reviewing and recommending all classified personnel pay plans for each component institution, including the establishment of proper

- classification and pay scales consistent with needs and System-wide policies and procedures.
- 7.354 Reviewing and recommending the Personnel Office budgets for each component institution.
- 7.355 Directing the administration of the System Personnel Office, including the Workers' Compensation Insurance section.
- 7.356 Reviewing and recommending to System officers any rules and regulations or changes thereto that, after proper consultation with officers of component institutions, are considered beneficial or necessary for the proper administration of the System-wide Personnel Program.
- 7.357 Establishing employee development and training programs for all component institutions, including particularly supervisory training programs.
- 7.358 Formulating policies and procedures concerning labor relations and employer-employee relationships.
- 7.359 Assisting and establishing personnel data systems and proper practices and procedures concerning the personnel records of all employees.
- 7.35(10) Conducting System-wide wage and salary research studies and formulating data for proper implementation of personnel pay programs.

7.35(11) In consultation with the personnel offices of the component institutions, developing and maintaining a System-wide Personnel Pay Plan with uniform titles and account numbers.

7.36 Director of Police.

Subject to delegation by the Vice Chancellor for Business Affairs, the Director of Police is responsible for:

7.361 Approving qualifications for police personnel at the component institutions of the System and approving all applicants to a basic or in-service training school or academy.

7.362 Approving the organizational structure for police departments at the component institutions of the System.

7.363 Establishing and supervising all training programs for System police, including basic and in-service training, as well as on-the-job training at each component institution of the System.

7.364 Conducting the System training in accordance with the standards of the Texas Commission on Law Enforcement Officer Standards and Education, in order to maintain accreditation with this state agency.

7.365 Maintaining liaison with the Director of Training, Texas Department of Public Safety,



- and the Coordinator of Training, Federal Bureau of Investigation, and being aware of new training techniques, procedures, programs, and equipment.
- 7.366 Establishing a uniform reporting and record system for police departments at the component institutions of the System and approving any changes thereto.
- 7.367 Conducting periodic inspection of the police departments at the component institutions of the System and evaluating their performance as police agencies.
- 7.368 Formulating and establishing policies and procedures for police operations on a System-wide basis.
- 7.369 Establishing, maintaining, and supervising on a System-wide basis, a program for police personnel promotion.
- 7.36(10) Reviewing and recommending the pay scale for police personnel throughout the System.
- 7.36(11) Surveying all component institutions of the System for security needs of existing buildings, grounds, and lighting, in order to make the appropriate recommendations to insure the prevention of criminal activities and the protection of life and property.
- 7.36(12) Consulting with the Office of Facilities Planning and Construction on security needs for new construction including security lighting on the property of the component institutions of the System.

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- 7.36(13) Coordinating the use of police throughout the System in emergency situations.
- 7.36(14) Submitting periodic reports to the Vice Chancellor for Business Affairs concerning the operations of the police departments of the System.

7.37 West Texas Lands Management.

The Vice Chancellor for Business Affairs provides direction and management for all transactions relative to Permanent University Fund Lands (hereinafter sometimes referred to as "University Lands"). In the exercise of those responsibilities, the Vice Chancellor for Business Affairs:

- 7.371 Works closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 7.372 Develops procedures to ensure the involvement of the Executive Vice Chancellor for Asset Management in the development of recommendations which impact upon the asset management aspects of the Permanent University Fund Lands.
- 7.373 Directs and manages the operation of the following budgeted activities which are part of the Office of West Texas Lands:
  - University Lands - Oil, Gas, and Mineral Interests;
  - University Lands - Surface Interests (Oil Field Supervision); and
  - University Lands - Surface Interests (Leasing and Agricultural Projects).
- 7.374 Manager of University Lands - Oil, Gas, and Mineral Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Oil, Gas, and Mineral Interests

is responsible for providing field supervision of System operations, activities and transactions involving oil, gas, and mineral development and production on the University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:

- 7.3741 Making recommendations to the Board for Lease of University Lands, and the Board of Regents, as appropriate, for periodic oil and gas lease sales of University Lands, and for unitization, pooling and other transactions involving oil and gas leasehold and royalty interests and other mineral interests in University Lands.
- 7.3742 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.
- 7.3743 Reviewing periodically the terms and conditions of forms and transactions involving oil and gas interests in University Lands, and making recommendations with respect thereto to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands.

- 7.3744 Reporting regularly to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.
- 7.3745 Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 7.3746 Coordinating with the Manager of University Lands - Surface Interests in the discharge of their respective duties and responsibilities.
- 7.375 Manager of University Lands - Surface Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Surface Interests is responsible for providing field supervision of System operations, activities, and transactions pertaining to surface interests, water rights and oil and gas field operations in or on University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:
  - 7.3751 Making recommendations to the Board with respect to all transactions involving surface interests in

- University Lands, including research projects, right-of-way easements, agricultural, grazing and other surface use leases, and geophysical permits.
- 7.3752 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.
- 7.3753 Reviewing periodically the terms and conditions of forms and transactions involving surface interests in University lands, and making recommendations with respect thereto to the Vice Chancellor for Business Affairs.
- 7.3754 Reporting regularly to the Vice Chancellor for Business Affairs all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.
- 7.3755 Working closely with federal and state agencies in connection with research and development projects and activities,

involving utilization and husbandry of University Lands, of mutual interest to the System and such agencies.

7.3756 Coordinating with the Manager of University Lands - Oil, Gas, and Mineral Interests in the discharge of their respective duties and responsibilities, and acts as oil and gas fields supervisor.

Sec. 8. Vice Chancellor and General Counsel.

The Vice Chancellor and General Counsel reports to the Chancellor. The Vice Chancellor and General Counsel is responsible for the provision of legal services to the Board of Regents of The University of Texas System as set out in Section 8.2 of this Chapter. The Vice Chancellor and General Counsel provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor and General Counsel has direct access to the Board of Regents of The University of Texas System and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

8.1 Appointment and Tenure.

The Vice Chancellor and General Counsel shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor and General Counsel shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor and General Counsel are subject to review and approval by the Board.

8.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor and General Counsel include:

8.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.

- 1.83 The following academic titles may also be used within University of Texas System component institutions. Tenure cannot be awarded to a person appointed to these ranks and, with the exception of the rank of Instructor, academic service within these ranks cannot be counted toward the satisfaction of any required probationary period. Appointments to these titles shall be for a period of time not to exceed one academic year except in the case of Lecturer or Senior Lecturer when, in individual cases, appointment may be for periods of time not to exceed three academic years. With the exception of the title of Instructor, such appointments shall terminate at the expiration of the stated period of appointment without the notification of nonrenewal required by Subsection 6.7 of this Chapter. If a component institution determines that it is to the benefit of the institution, it may offer reappointments to these titles.
- (a) Instructor. This title denotes a probationary appointment as a member of an institutional faculty. During the period of probationary appointment to this rank the scholarly competence, teaching performance, and professional promise of the candidate will be evaluated.
  - (b) Lecturer. This title may be used for individuals who will serve as teachers and whose experience and qualifications are comparable to those of faculty members in untenured, tenure-track positions.
  - (c) Senior Lecturer. This title may be used for special teachers who will augment and complement regular teaching faculty and whose experience and qualifications are comparable to those of faculty members in tenure positions.

August 1, 1990

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Executive Vice Chancellor for Academic Affairs	
Executive Vice Chancellor for Health Affairs	
Executive Vice Chancellor for Asset Management	
Executive and Research Assistant to the Chancellor	
Vice Chancellor for Business Affairs	
Vice Chancellor and General Counsel	
Vice Chancellor for Governmental Relations	
Director for Development	
Chief Administrative Officers of Component Institutions	16
Vice Chancellor for Budgets & Human Resources, Texas A&M University System (Lancaster)	<u>1</u>
TOTAL	45

NOTE: See July 6, 1988 letter (copy attached) from Coordinating Board which requests that only those amendments related to 1) academic workload and 2) faculty development leaves be sent to that office.

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August 1, 1990

Addresses of State Officials Who Receive Copies  
of the Regents' Rules and Regulations

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711 Sam Houston Building  
Austin, Texas 78711

Mr. James P. Oliver, Director  
Legislative Budget Board  
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Austin, Texas 78711

Mr. Lawrence Alwin  
State Auditor  
406 John H. Reagan Building  
Austin, Texas 78711

State Auditor's Office  
The University of Texas at Austin  
Main Building 311  
Austin, Texas 78712

Mr. James R. Sanders  
Legislative Reference Librarian  
Second Floor, Capitol  
Austin, Texas 78711

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Room 307, Texas State Library  
Austin, Texas 78711

~~Dr. Kenneth H. Ashworth  
Commissioner, Texas Higher  
Education Coordinating Board  
7745 Chevy Chase Drive, Building 5  
Austin, Texas 78752~~

(NOTE: Send only when there are  
amendments related to 1) academic  
workload or 2) faculty development  
leaves.)

\*\*\*\*\*

Mr. W. C. Lancaster  
Vice Chancellor for Budgets  
and Human Resources  
The Texas A&M University System  
College Station, Texas 77843-1117

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REPORT AND RECOMMENDATIONS OF THE PERSONNEL AND AUDIT COMMITTEE (Pages 105 - 112).--Committee Chairman Roden reported that the Personnel and Audit Committee had met in open session to consider those matters on its agenda and to formulate recommendations for the U. T. Board of Regents. Unless otherwise indicated, the action set forth in the Minute Order which follows was recommended by the Personnel and Audit Committee and approved in open session and without objection by the U. T. Board of Regents:

U. T. Board of Regents - Regents' Rules and Regulations, Part One: Amendments to Chapter II, Sections 6 and 7 Regarding the Delegation of Authority for the University Lands Accounting Office and the Management of the Permanent University Fund Lands.--Pursuant to action by the U. T. Board of Regents in August 1990, the Board, upon recommendation of the Personnel and Audit Committee, amended the Regents' Rules and Regulations, Part One, Chapter II, Sections 6 and 7 as set out below. These changes involve primarily the shift of reporting responsibility for the University Lands Accounting Office and the management of the Permanent University Fund Lands to the Vice Chancellor for Business Affairs.

Sec. 6. Executive Vice Chancellor for Asset Management.

The Executive Vice Chancellor for Asset Management has line responsibility for the conduct of all investments and for the management of the assets of the System. The Offices of Asset Management, Finance, Investments, Endowments and Trusts, and Endowment Real Estate report to and are responsible to the Executive Vice Chancellor for Asset Management. The Executive Vice Chancellor for Asset Management reports to and is responsible to the Chancellor. The Executive Vice Chancellor for Asset Management has direct access to the Board of Regents and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

6.1 Appointment and Tenure.

The Executive Vice Chancellor for Asset Management shall be elected by an affirmative vote of a majority of the Regents in office upon nomination by the Chancellor. The Executive Vice Chancellor for Asset Management shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions concerning the Executive Vice Chancellor for Asset Management are subject to review and approval by the Board.

6.2 Duties and Responsibilities.

The Executive Vice Chancellor for Asset Management has responsibility for the management of trust and endowment lands and noncampus lands held in the name of the Board of Regents including the investment and management of trusts, trust assets, endowments and management

of the investment of the Permanent University Fund. This office has as a prime responsibility the management of the trust and endowment lands, trusts, endowments, and other such funds of the System in such a manner as to maximize the monies available for excellence in all activities of the System. This office also has a prime responsibility for policies on receipt, disbursement, and custody of funds; for terms of depository agreements with banks; and for custody (with the Director of Accounting) for bearer securities owned by System funds that are maintained in bank safety deposit boxes and are not in custody with the State Treasurer. This office in conjunction with the Vice Chancellor and General Counsel prepares debt issues. The Executive Vice Chancellor for Asset Management will coordinate and cooperate with the Vice Chancellor for Business Affairs in bringing to the Board recommendations on those policy issues which impact upon the asset management aspects of the Permanent University Fund Lands. In consultation with the Chancellor, the Executive Vice Chancellor for Asset Management shall prepare recommendations and supporting information on his or her responsibilities for consideration by the appropriate standing committees of the Board and the Board of Regents.

- 6.3 Officers for Finance, Investments, and Endowments and Trusts.  
The Executive Vice Chancellor for Asset Management and his or her delegates, Executive Director - Finance, Executive Director for Investments, and Executive Director of Endowment Management and Administration implement policies and actions approved by the Board with respect to:
- 6.31 Investing, managing, and administering of all endowment funds belonging to the System and its component institutions, including the Permanent University Fund and all trusts and special funds.
  - 6.32 Issuing, managing, and paying all bonds and other evidences of indebtedness issued by the Board for System and its component institutions.
  - 6.33 Presenting to the Board through the Chancellor periodic reports of the status and prospect of funds for which he or she has responsibility and that will be available for expenditure by the System and its component institutions.
  - 6.34 Consulting with the Executive Associate for Economic Affairs with respect to the development of long-range plans for the

development and management of the economic resources of the System and its component institutions.

- 6.4 Office of Endowment Real Estate.  
Subject to delegation by the Executive Vice Chancellor for Asset Management, the Executive Director of Endowment Real Estate is responsible for the management of all real estate held in the name of the Board of Regents, except for Permanent University Fund Lands and campus real estate, with a view toward maximizing the income to be realized from the operation and/or sale of these properties. In fulfilling this responsibility, the Executive Director of Endowment Real Estate will:
- 6.41 Work closely with the appropriate Executive Vice Chancellor, the chief administrative officer of a component institution of the System and that officer's delegates with regard to the management of trust lands and other noncampus real estate interests held by the Board of Regents for and on behalf of a particular institution.
  - 6.42 Establish procedures that insure effective coordination with the Executive Director for Endowment Management and Administration with regard to the management of trust lands other than University Lands.
  - 6.43 Be responsible to the Vice Chancellor for Business Affairs for the acquisition or disposal of nonendowment and campus lands.

Sec. 7. Vice Chancellor for Business Affairs.

The Vice Chancellor for Business Affairs reports to the Chancellor and is responsible for the direction of those offices and supervision of those areas of responsibility set forth in Section 7.3 of this Chapter. The Vice Chancellor for Business Affairs provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities. The Vice Chancellor for Business Affairs has direct access to the Board of Regents of The University of Texas System and is expected to work directly with the appropriate committees of the Board in discharging the duties of the office.

- 7.1 Appointment and Tenure.  
The Vice Chancellor for Business Affairs shall be appointed by the Board after nomination by the Chancellor. The Vice Chancellor for Business Affairs shall hold office without fixed term, subject to the pleasure of the Chancellor. The Chancellor's actions regarding the Vice Chancellor for Business Affairs are subject to review and approval by the Board.

7.2 Duties and Responsibilities.

The primary responsibilities of the Vice Chancellor for Business Affairs include:

- 7.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.22 Submitting recommendations to the Chancellor and to the appropriate Executive Vice Chancellor on business operations of the components of the System.
- 7.23 Reviewing and making recommendations on uniform business systems and management.
- 7.24 Submitting recommendations relating to programs for the most efficient management of personnel and resources.
- 7.25 Submitting recommendations for program development for training of personnel in nonacademic areas.
- 7.26 Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.
- 7.27 Reviewing and making recommendations relating to police and security matters within the System.
- 7.28 Coordinating the business affairs of the System with other officers and members of the System Administration staff.
- 7.29 In consultation with the appropriate Executive Vice Chancellor, coordinating the activities of business administrative operations of the component institutions.
- 7.2(10) Managing the operations of the offices of Facilities Planning and Construction, Budget, Comptroller, System Personnel, Police, West Texas Lands, Management Information Systems and Special Services.
- 7.2(11) Supervising and coordinating the acquisition and/or disposition of all nonendowment and campus lands at the component institutions and the U. T. System.
- 7.2(12) Directing the management of the purchasing, accounting, equipment inventories, and voucher-ing operations for the offices of the System Administration and coordinating the building services for the System buildings.

- 7.2(13) Directing the management of the System-wide insurance programs (except the System Plan for Professional Medical Liability Self-Insurance), including approval of all policies and coverages, such programs to include:
  - Fire and Extended Coverage; Liability;
  - Health;
  - Life;
  - Accidental Death and Dis-memberment;
  - Income Replacement; and Retirement.
- 7.2(14) Performing such other duties as may be assigned by the Chancellor.

7.3 Duties of Officers Reporting to the Vice Chancellor for Business Affairs.

7.32 Comptroller.  
 Subject to delegation by the Vice Chancellor for Business Affairs, the Comptroller formulates and recommends procedures to be followed in the business operations of the System for:

7.329 University Lands  
 Accounting Office.

7.37 West Texas Lands Management.  
 The Vice Chancellor for Business Affairs provides direction and management for all transactions relative to Permanent University Fund Lands (hereinafter sometimes referred to as "University Lands"). In the exercise of those responsibilities, the Vice Chancellor for Business Affairs:

- 7.371 Works closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 7.372 Develops procedures to ensure the involvement of the Executive Vice Chancellor for Asset Management in the development of recommendations which impact upon the asset management aspects of the Permanent University Fund Lands.

- 7.373 Directs and manages the operation of the following budgeted activities which are part of the Office of West Texas Lands: University Lands - Oil, Gas, and Mineral Interests; University Lands - Surface Interests (Oil Field Supervision); and University Lands - Surface Interests (Leasing and Agricultural Projects).
- 7.374 Manager of University Lands - Oil, Gas, and Mineral Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Oil, Gas, and Mineral Interests is responsible for providing field supervision of System operations, activities and transactions involving oil, gas, and mineral development and production on the University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:
- 7.3741 Making recommendations to the Board for Lease of University Lands, and the Board of Regents, as appropriate, for periodic oil and gas lease sales of University Lands, and for unitization, pooling and other transactions involving oil and gas leasehold and royalty interests and other mineral interests in University Lands.
- 7.3742 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.
- 7.3743 Reviewing periodically the terms and conditions of forms and transactions involving oil and gas interests in University Lands, and making recommendations with respect thereto to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands.

- 7.3744 Reporting regularly to the Vice Chancellor for Business Affairs and the Board for Lease of University Lands all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.
- 7.3745 Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 7.3746 Coordinating with the Manager of University Lands - Surface Interests in the discharge of their respective duties and responsibilities.
- 7.375 Manager of University Lands - Surface Interests. Subject to delegation by the Vice Chancellor for Business Affairs, the Manager of University Lands - Surface Interests is responsible for providing field supervision of System operations, activities, and transactions pertaining to surface interests, water rights and oil and gas field operations in or on University Lands. Within limits of authority set by the Vice Chancellor for Business Affairs, the Manager's regular duties include:
  - 7.3751 Making recommendations to the Board with respect to all transactions involving surface interests in University Lands, including research projects, right-of-way easements, agricultural, grazing and other surface use leases, and geophysical permits.
  - 7.3752 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him or her.



- 7.3753     Reviewing periodically the terms and conditions of forms and transactions involving surface interests in University lands, and making recommendations with respect thereto to the Vice Chancellor for Business Affairs.
- 7.3754     Reporting regularly to the Vice Chancellor for Business Affairs all activities, developments and problems which could significantly affect System interests and University Lands, together with his or her recommendations with respect thereto.
- 7.3755     Working closely with federal and state agencies in connection with research and development projects and activities, involving utilization and husbandry of University Lands, of mutual interest to the System and such agencies.
- 7.3756     Coordinating with the Manager of University Lands - Oil, Gas, and Mineral Interests in the discharge of their respective duties and responsibilities, and acts as oil and gas fields supervisor.

REPORT AND RECOMMENDATIONS OF THE ACADEMIC AFFAIRS COMMITTEE-  
(Pages 113 - 121).--Committee Chairman Barshop reported that  
the Academic Affairs Committee had met in open session to  
consider those matters on its agenda and to formulate recom-  
mendations for the U. T. Board of Regents. Unless otherwise  
indicated, the actions set forth in the Minute Orders which  
follow were recommended by the Academic Affairs Committee  
and approved in open session and without objection by the  
~~U. T.~~ Board of Regents:

1. U. T. Board of Regents - Regents' Rules and Regulations,  
Part One: Amendments to Chapter III, Section 1, Subsec-  
tion 1.8, Subdivision 1.83 (Academic Titles).--In order  
to allow certain individuals of component institutions  
of The University of Texas System to be appointed as  
Lecturer or Senior Lecturer for a renewable term of up  
to three years, the Board, upon recommendation of the  
Academic Affairs and Health Affairs Committees, amended  
the Regents' Rules and Regulations, Part One, Chap-  
ter III, Section 1, Subsection 1.8, Subdivision 1.83  
(Academic Titles) to read as set forth below:

#### 1.8 Academic Titles

1.83 The following academic titles may also be used within University of Texas System component institutions. Tenure cannot be awarded to a person appointed to these ranks and, with the exception of the rank of Instructor, academic service within these ranks cannot be counted toward the satisfaction of any required probationary period. Appointments to these titles shall be for a period of time not to exceed one academic year except in the case of Lecturer or Senior Lecturer when, in individual cases, appointment may be for periods of time not to exceed three academic years. With the exception of the title of Instructor, such appointments shall terminate at the expiration of the stated period of appointment without the notification of nonrenewal required by Subsection 6.7 of this Chapter. If a component institution determines that it is to the benefit of the institution, it may offer reappointments to these titles.

- (a) Instructor. This title denotes a probationary appointment as a member of an institutional faculty. During the period of probationary appointment to this rank the scholarly competence, teaching performance, and professional promise of the candidate will be evaluated.

- (b) Lecturer. This title may be used for individuals who will serve as teachers and whose experience and qualifications are comparable to those of faculty members in untenured, tenure-track positions.
- (c) Senior Lecturer. This title may be used for special teachers who will augment and complement regular teaching faculty and whose experience and qualifications are comparable to those of faculty members in tenure positions.

2. U. T. Arlington: Initial Appointments to Endowed Academic Positions in the College of Engineering - Dr. John J. Mills to the Automation and Robotics Research Institute Chair Effective August 13, 1990, and Dr. Frank L. Lewis to the Moncrief - O'Donnell Chair for the Automation and Robotics Research Institute (ARRI) Effective September 1, 1990. --The Board approved the following initial appointments to endowed academic positions in the College of Engineering at The University of Texas at Arlington effective as indicated:

- a. Dr. John J. Mills, Professor of Mechanical Engineering and Director of the Automation and Robotics Research Institute, to the Automation and Robotics Research Institute Chair effective August 13, 1990
- b. Dr. Frank L. Lewis, Professor of Electrical Engineering, to the Moncrief - O'Donnell Chair for the Automation and Robotics Research Institute (ARRI) effective September 1, 1990.

3. U. T. Arlington - College of Business Administration Advisory Council: Approval of Nominee Thereof. --A nominee for membership on The University of Texas at Arlington College of Business Administration Advisory Council was approved for a three-year term to expire in 1993.

The name of the nominee will be reported for the record after he has been contacted and acceptance has been received.

4. U. T. Austin: Appointment of Dr. Karl Hess as Initial Holder of the George T. and Gladys H. Abell Endowed Chair of Engineering in the College of Engineering for the Period October 15-28, 1990. --Approval was given to appoint Dr. Karl Hess, Professor of Electrical and Computer Engineering and Associate Director of the Beckman Institute, University of Illinois at Urbana-Champaign, as initial holder of the George T. and Gladys H. Abell Endowed Chair of Engineering in the College of Engineering at The University of Texas at Austin for the period October 15-28, 1990.