October 15, 1982

MEMORANDUM

TO: Frank Cornwall
    Thomas M. Keel
    Joe E. Boyd, Jr.

FROM: James L. Crowson

RE: Regents' Rules and Regulations

Art Dilly's and my offices are doing some editorial work on the Regents' Rules and Regulations, Part Two. In the process of this work, Section 10.1 of Chapter VII of Part Two was called to my attention. As written, the Section basically is nonsensical (see attachment 1). I imagine some lines were left out during some previous rewrite. I have attempted a rewrite (see attachment 2). You need to tell me, if you will, whether my attempted rewrite has the effect intended by the old 10.1.

JLC/mc

xc: Art Dilly
8.6 Sales to U. T. Employees. --Sealed bid sales of surplus equipment or abandoned property may be made to employees of the System or of any of its component institutions only after authorization by the chief administrative officer and approval of the Chancellor. Such sales shall be reported in the institutional docket.

8.61 The authorization and reporting requirements in Section 8.6 are not required for public auction sales of surplus equipment or abandoned property to employees of the System.

Sec. 9. Transfer of Property. --Property may be transferred from one State agency to another when it becomes surplus. Such transfers from one component institution to another, or from a component institution to another State agency shall have the advance approval of the chief business officer concerned and shall be reported to the chief administrative officer. The chief business officer or his delegate shall advise departments and administrative offices as to the procedure to be followed in disposing of or acquiring property by this means.

Sec. 10. Disposition of Abandoned and Unclaimed Personal Property. --Abandoned and unclaimed personal property of every kind, except vehicles and drugs, which is not being held as evidence to be used in a pending criminal case which shall remain in the custody of any component institution property manager for a period of sixty (60) days will be disposed of in the following manner:

10.1 The designated Property Manager shall mail a notice to the last known address of the owner of such property with certificate of mailing, if the owner is known; if the owner is unknown, then the Property Manager shall cause to be published once in the student newspaper, and in a paper of general circulation in the county in which the institution is located, such notice shall contain the description of the property held, the name of the owner if known, the name and address of the officer holding the property within sixty (60) days from the date of publication, such property will be sold, and the date and place of such sale.

10.2 All personal property which remains unclaimed at the expiration of sixty (60) days from the date of publication of the notice required by letter with Certificate of Mailing, if the owner was known, shall be deemed to be abandoned and may be sold.

10.3 The designated Property Manager shall sell the property which has been abandoned to the highest bidder at public
10.1 The designated Property Manager shall mail a notice to the last known address of the owner of such property by certified mail, return receipt requested, if the owner is known. If the owner is unknown or, if known, does not respond to notices mailed to his last known address, then the Property Manager shall cause to be published once in the campus student newspaper (if any), and once in a paper of general circulation in the county in which the institution is located, a notice containing the description of the property held, the name of the owner, if known, and the name and address of the officer holding the property. The notice shall also state that after the expiration of sixty (60) days from the date of the last of such publications, such property will be sold, and, if scheduled, the date, time, and place of such sale.
September 7, 1982

Mr. Arthur H. Dilly
Executive Secretary
Board of Regents
The University of Texas System
Ashbel Smith Hall

Dear Art:

Is there some inconsistency in describing the various duties of the Executive Director for Finance and Administration in relation to the Business Management Council in the Regents' Rules as shown on page 141 of the August 1982 Board Minutes?

Sincerely yours,

Bryce Jordan
Executive Vice Chancellor for Academic Affairs

BJ:bb

9/10/82

Bryce: you are correct — Mr. Greene & I view the correction as editorial, and it will be revised as shown above.

Too long —

Thanks.

Art
institutions of the System, and the chief administrative officer of the U.T. Institute of Texan Cultures. The Chancellor, the Executive Director for Finance and Administration, the General Counsel, the Executive Director for Governmental Relations, the Executive Director (Office of 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.

15.3 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 Director of Finance and Administration, the General Counsel, the Executive Director for Governmental Relations, the Executive Director (Office of 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.

15.4 The Business Management Council.
The Business Management Council advises the Office of the Chancellor in the areas of budgeting, business management, data processing, physical plant operations, planning, construction, and accounting systems development. The Council is composed of the Executive Director for Finance and Administration 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 Director for Finance and Administration, the General Counsel, the Executive Director for Governmental Relations, the Executive Director (Office of the Chancellor), and the Director of Development, or their delegates, serve as ex officio members of this Council. The Executive Director for Finance and Administration shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council.

16.1 The Board selects the chief administrative officer of each component institution.
16.11 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, an Advisory Committee shall be established to recommend candidates to the Board. The Executive Vice Chancellor having line responsibility for the operation of the institution where the vacancy has occurred or