

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

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MEMORANDUM

DATE August 31, 1982

TO: The File

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
Pages i and ii	Pages i and ii
Pages II-1 through II-28	Pages II-1 through II-28

The amendments approved at the August 12-13, 1982 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AHD:mg

Enclosures (sets)

CHAPTER II
ADMINISTRATION

Sec. 1. General Provisions.

1.1 Administration.

The "System Administration" is the administration of The University of Texas System.

1.2 The University of Texas System.

The University of Texas System (herein sometimes called the "System") is composed of the System Administration and those institutions assigned by the Constitution or by the Legislature to be governed by the Board of Regents of The University of Texas System.

1.3 Location.

The System Administration shall be based at Austin, to benefit from the proximity of state agencies and to take advantage of economies made possible by sharing use of personnel and facilities with The University of Texas at Austin. System Administration officers shall travel to the other component institutions as their administrative responsibilities require.

Sec. 2. Office of the Chancellor--Delegation of Authority/Line Responsibility.

2.1 Board's Exercise of Authority.

The Office of the Chancellor is the office through which the Board of Regents exercises its powers and authorities in the governance of The University of Texas System.

2.2 Composition.

The Office of the Chancellor consists of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs and such direct supporting staffs for these officers as may be required and provided for in the annual operating budget and amendments thereto. The Chancellor shall coordinate consultation among the principal officers of the Office of the Chancellor.

- 2.3 Chancellor/Chief Executive Officer.
The Chancellor is the chief executive officer of the System and directly reports to and is responsible to the Board. He has direct line responsibility for the governmental relations, investments and trusts, lands management, and audit functions of the System. He also provides day-to-day supervision for the holders of the following positions who directly report to the Office of the Chancellor: the Executive Director for Finance and Administration; the General Counsel; the Director of Development; and the Director of the Office of Facilities Planning and Construction.
- 2.4 Executive Vice Chancellor for Academic Affairs/Chief Operating Officer.
The Executive Vice Chancellor for Academic Affairs is the chief operating officer of the System for Academic Affairs and, in consultation with the Chancellor, directly reports to and is responsible to the Board for the conduct of the academic affairs of the System. The chief administrative officers of the general academic institutions in the System and the chief administrative officer of the U.T. Institute of Texan Cultures at San Antonio, acting in a line capacity for the operation of their institutions, report to and are responsible to the Executive Vice Chancellor for Academic Affairs.
- 2.5 Executive Vice Chancellor for Health Affairs/Chief Operating Officer.
The Executive Vice Chancellor for Health Affairs is the chief operating officer of the System for health-related education and health services in the System and, in consultation with the Chancellor, directly reports to and is responsible to the Board for the conduct of health-related education and the delivery of health services in the System. The chief administrative officer of each health-related institution in the System, acting in a line capacity for the operation of such officer's institution, reports to and is responsible to the Executive Vice Chancellor for Health Affairs.

Sec. 3. Administrative Officers of the System.

- 3.1 Executive Director for Finance and Administration.
The Executive Director for Finance and Administration is an administrative officer of the System. He reports to the Office of the Chancellor under the day-to-day

supervision of the Chancellor. He is responsible for the supervision of those areas of responsibility and those offices assigned to him in Section 7.1 of this Chapter. He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

3.2 General Counsel.

The General Counsel is an administrative officer of the System. He reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. He is responsible for the provision of legal services to the System as set out in Section 7.2 of this Chapter. He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

3.3 Executive Director for Governmental Relations.

The Executive Director for Governmental Relations is an administrative officer of the System. Working under established procedures that insure effective coordination with the Executive Vice Chancellors, he reports to the Chancellor. He is responsible for coordinating the effective representation of the System in the area of governmental affairs as set out in Section 8.1 of this Chapter. He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

3.4 Executive Director (Office of the Chancellor).

The Executive Director (Office of the Chancellor) is an administrative officer of the System. He is the chief staff assistant in the Office of the Chancellor and as assigned or requested assists the Chancellor and the Executive Vice Chancellors in the administration of the Office of the Chancellor. Specific duties of the holder of this position are set out in Section 7.3 of this Chapter.

3.5 Director of Development.

The Director of Development is an administrative officer of the System. He reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. He is responsible for coordinating development activities in the System and for coordinating the activities of the Office of Public Information as set out in Section 7.4 of this Chapter.

He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

Sec. 4. Appointment and Tenure of Officers.

4.1 Chief Executive and Chief Operating Officers.

The Chancellor, the Executive Vice Chancellor for Academic Affairs, and the Executive Vice Chancellor for Health Affairs, shall be elected by the affirmative vote of a majority of the Regents in office and shall hold office without fixed term, subject to the pleasure of the Board.

4.2 Administrative Officers of the System.

The administrative officers of the System shall be appointed by the Board after nomination by the Office of the Chancellor. Officers so appointed shall not have tenure by virtue of their respective offices. They shall hold office without fixed term, subject to the pleasure of the Office of the Chancellor. Their actions concerning such officers are in turn subject to review and approval by the Board.

4.3 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.

Sec. 5. General Purview and Duties of the Office of the Chancellor.

The Office of the Chancellor, by delegation from the Board, is authorized to exercise the powers and authorities of the Board in the governance of the System. The Office of the Chancellor will normally act through the chief administrative officer regarding the affairs of a component institution. The Office of the Chancellor, however, shall not be precluded from any direct participation and communication with institutional staff, faculty members, and groups. The major duties of the Office of the Chancellor include:

- 5.1 Advising and counseling with the Board with respect to the policies, purposes, and goals of the System; acting as executive agent of the Board in implementing its policies; representing the System in all other respects as deemed appropriate to carry out such

- policies, purposes and goals, and interpreting and articulating the system's academic, administrative and developmental policies, programs, needs and concerns to the general public and to other constituencies at the community, state, regional and national levels.
- 5.2 Directing the management and administration of System Administration and all component institutions of the System.
 - 5.3 Presenting to the appropriate standing committees of the Board and to the Board nominations for all officers of the System, and for all officers of component institutions as provided in these Rules and Regulations.
 - 5.4 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.
 - 5.5 Preparing and approving appropriate recommendations to the Board and its standing committees either in the name of "The Office of the Chancellor" or as "The Office of the Chancellor concurs" with the recommendation of the appropriate chief administrative officer of a component institution.
 - 5.6 Preparing and approving annual operating budgets for the System Administration and the component institutions of the System and submitting such recommendations to the Board.
 - 5.7 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.
 - 5.8 Developing and implementing programs for the most efficient management of personnel resources, and for long-range planning for academic programs, physical facilities and financial resources.

Sec. 6. Primary Duties of the Chief Executive and Chief Operating Officers in the Office of the Chancellor.

6.1 The Chancellor.--The Chancellor has direct line responsibility for governmental relations, lands management (including management of trust lands, endowment lands, and management of the Permanent University Fund Lands); investments and trusts (including investment and management of trusts, trust assets, and endowments) and management of the investments of the Permanent University Fund; and audit procedures and policies. Having established procedures that insure effective coordination among the Executive Vice Chancellors, the Executive Director for Governmental Relations, and himself, he is responsible for the articulation of The University of Texas System position on governmental policy issues that affect the System. He has as a prime responsibility the management of the lands, trusts, endowments, and other such funds of the System in such a manner as to maximize the monies available for the achievement of excellence in all activities of the System. The Chancellor shall prepare recommendations and supporting information on all such operations for consideration by the appropriate standing committees of the Board of Regents. He is also responsible for the day-to-day supervision of the Executive Director for Finance and Administration, the General Counsel, the Director of Development, and the Director of the Office of Facilities Planning and Construction.

6.2 The Executive Vice Chancellor for Academic Affairs.--The Executive Vice Chancellor for Academic Affairs shall have as a prime responsibility the maintenance of high academic quality in the general academic components of the System. Through the chief administrative officers of the component institutions, he or she shall have direct line responsibility for the budgets, academic planning and programs, facilities programs, facilities planning and construction, and personnel (both academic and nonacademic) of those components. In consultation with the Chancellor, the Executive Vice Chancellor for Academic 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.

- 6.3 The Executive Vice Chancellor for Health Affairs.--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 direct line 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. 7. Duties of Certain Administrative Officers of the System.

- 7.1 Executive Director for Finance and Administration. The Executive Director for Finance and Administration reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. His primary responsibilities include:
- 7.11 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
 - 7.12 Submitting recommendations to the Office of the Chancellor and to the appropriate Executive Vice Chancellor on business operations of the components of the System.
 - 7.13 Reviewing and making recommendations on uniform business systems and management.
 - 7.14 Submitting recommendations relating to programs for the most efficient management of personnel and resources.
 - 7.15 Submitting recommendations for program development for training of personnel in nonacademic areas.
 - 7.16 Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.
 - 7.17 Reviewing and making recommendations relating to police and security matters within the System.

- 7.18 Coordinating the business affairs of the System with other officers and members of the System Administration staff.
- 7.19 In consultation with the appropriate Executive Vice Chancellor, coordinating the activities of business administrative operations of the component institutions.
- 7.1(10) Managing the operations of the offices of Budget, Comptroller, System Personnel, Police, and Special Services.
- 7.1(11) Supervising and coordinating the acquisition of all real property at the component institutions.
- 7.1(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.
- 7.1(13) Directing the management of the System-wide insurance programs (except the System Plan for Professional Medical Malpractice Self-Insurance), including approval of all policies and coverages, such programs to include:
 - Fire and Extended Coverage;
 - Liability;
 - Health;
 - Life;
 - Accidental Death and Dismemberment;
 - Income Replacement; and
 - Retirement.
- 7.1(14) Performing such other duties as may be assigned by the Office of the Chancellor.

7.2 General Counsel.

The General Counsel reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. His primary responsibilities include:

- 7.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.22 Providing all legal services required by the System and its personnel to insure the proper protection and advancement of the System's interests.

- 7.23 Maintaining the supervision, and delivery of legal services at a high level of effectiveness.
- 7.24 Directing and managing all legal personnel and legal affairs of the System, its units and its component institutions.
- 7.25 Providing advice, counsel and legal interpretations to System officials and personnel concerning legal matters affecting System operations.
- 7.26 Directing the Office of General Counsel personnel with respect to work priorities and assignments, standards of performance, and career development, delegating to staff members responsibility for particular legal and administrative tasks; and coordinating and controlling budget and personnel levels.
- 7.27 Directing and managing (within applicable limits of authority) all litigation and administrative agency hearings; authorizing and approving the institution of legal proceedings; evaluating, directing and approving action and procedures relative to prosecution or defense of pending litigation and administrative proceedings; employing outside counsel; and authorizing and approving settlement or appeal of litigation.
- 7.28 Advising, counseling, and disseminating information to affected System units relative to the nature, evaluation, progress, and results of litigation, administrative proceedings, and other legal matters, and making recommendations to System officials and other personnel as to future operations and objectives.
- 7.29 Approving as to form all contracts and agreements and all amendments to the Regents' Rules and Regulations; and approving as to form all institutional Handbooks of Operating Procedures, whether finally approved or not, and all amendments to such Handbooks.
- 7.2(10) Drafting all legislation that has been approved by the Board or requested by any System officer for submission to the Board for approval and providing legal counsel on pending legislation.

- 7.2(11) Identifying and evaluating administrative and functional problems and directing or recommending, as appropriate, courses of action for solution.
- 7.2(12) Representing the System before legal, educational and governmental groups and associations.
- 7.2(13) Acting as administrator of the System Plan for Professional Medical Malpractice Self-Insurance and the System Patent and Trademark Offices.
- 7.2(14) Working in cooperation with the Attorney General of the State of Texas, State Agency legal counsel and outside counsel.
- 7.2(15) Assuming responsibility for any other legal, administrative or operational matters delegated by the Office of the Chancellor.

7.3 Duties of the Executive Director (Office of the Chancellor).

The Executive Director (Office of the Chancellor) is the chief staff assistant in the Office of the Chancellor and as assigned or requested assists the Chancellor and the Executive Vice Chancellors in administration of the Office of the Chancellor. The holder of this position serves simultaneously as Executive Assistant to the Chancellor. Specific duties include the following:

- 7.31 Facilitating routine communication and coordinating paper flow among the Chancellor and the Executive Vice Chancellors.
- 7.32 Providing day-to-day liaison for the Office of the Chancellor with the Office of the Board of Regents.
- 7.33 Coordinating the submission of agenda items from the Office of the Chancellor for consideration by the Board or by the Standing Committees of the Board.
- 7.34 Coordinating the internal administrative procedures of the Office of the Chancellor.
- 7.35 Providing staff support when requested by the Executive Vice Chancellors in their review of the management of component institutions.
- 7.36 Assisting the Chancellor as directed on specific projects in connection with the Chancellor's responsibilities.
- 7.37 Coordinating the preparation of the agenda for the meetings of the System Council at the

- direction of the Chancellor and the Executive Vice Chancellors.
- 7.38 Advising and consulting with the Chancellor, the Executive Vice Chancellors and Chief Administrative Officers or Chief Student Affairs Officers of U.T. component institutions on organization and management of student services and programs.
 - 7.39 Performing such other duties and responsibilities as may be directed by the Chancellor and the Executive Vice Chancellors.

7.4 Director of Development.

The Director of Development reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. His primary responsibilities include:

- 7.41 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 7.42 Acting under the authority delegated by the Office of the Chancellor for private fund development for the System.
- 7.43 Coordinating policies and activities involving internal foundations and University-related external foundations.
- 7.44 Coordinating and cooperating with the chief administrative officers of the component institutions in development programs.
- 7.45 Coordinating efforts of component institution officials to create a favorable climate for philanthropic support among various constituencies, including alumni, foundations, business and industry, associations, parents of students, friends and benefactors.
- 7.46 Advising component institution administrative officials, deans, and directors on projects involving private gift support, suggesting possible granting agencies or benefactors, and assisting when needed in the preparation of grant proposals and their presentation.
- 7.47 Administering procedures for the preparation of gift records, gift processing, gift acknowledgments, and gift docketts for the Board.
- 7.48 Coordinating the activities and functions of the Office of Public Information.

- 7.49 Performing such other duties and responsibilities as may be assigned by the Office of the Chancellor.

Sec. 8. Certain Offices Reporting Directly to the Chancellor.

8.1 Duties of the Executive Director for Governmental Relations.

Working under established procedures that insure effective coordination with the Executive Vice Chancellors, the Executive Director for Governmental Relations reports to the Chancellor. His primary responsibilities include:

- 8.11 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 8.12 Representing the System in its relations with federal, state, and local legislative bodies and agencies.
- 8.13 Making recommendations to the Office of the Chancellor in the area of public policy as it affects the relationship of the System with the federal, state, and local governments.
- 8.14 Informing appropriate administrative officers of current operations and long-range developments on the federal and state level, which may affect the System.
- 8.15 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.
- 8.16 Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.
- 8.17 Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

8.2 Lands Management.

- 8.21 The Chancellor provides direction and management for all transactions relative to Permanent University Fund Lands (hereinafter sometimes referred to as "University Lands"),

trust lands, and other noncampus real estate interests owned or controlled by the Board of Regents. In the exercise of those responsibilities, the Chancellor:

8.211 Works closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.

8.212 Works closely with the chief administrative officer of a component institution of the System and his 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.

8.213 Establishes procedures that insure effective coordination with the Executive Director for Investments and Trusts with regard to the management of trust lands other than University Lands.

8.214 Directs and manages the operation of the following budgeted activities which are part of the Office of Lands Management:

Board for Lease - University Lands;
University Lands - Geology and Survey;
Oil Field Supervision and Geophysical Exploration;
University Lands Accounting Office; and
University Lands - Surface Leasing.

8.22 Manager of University Lands - Oil, Gas and Mineral Interests.

Subject to delegation by the Chancellor, 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 Chancellor, the Manager's regular duties include:

8.221 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.

- 8.222 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him.
- 8.223 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 Chancellor and the Board for Lease of University Lands.
- 8.224 Reporting regularly to the Chancellor 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 recommendations with respect thereto.
- 8.225 Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 8.226 Coordinating with the Manager of University Lands - Surface Interests in the discharge of their respective duties and responsibilities.

8.23 Manager of University Lands - Surface Interests.

Subject to delegation by the Chancellor, the Manager of University Lands - Surface Interests is responsible for providing field supervision of System operations, activities, and transactions pertaining to surface interest, water rights and oil and gas field operations in or on University Lands. Within limits of authority set by the Chancellor, the Manager's regular duties include:

- 8.231 Making recommendations to the Board with respect to all transactions involving surface interest in University Lands, including research projects, right-of-way easements, agricultural, grazing and

- other surface use leases, and geophysical permits.
- 8.232 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him.
 - 8.233 Reviewing periodically the terms and conditions of forms and transactions involving surface interest in University Lands, and making recommendations with respect thereto to the Chancellor.
 - 8.234 Reporting regularly to the Chancellor all activities, developments and problems which could significantly affect System interests in University Lands, together with his recommendations with respect thereto.
 - 8.235 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.
 - 8.236 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.

8.3 Investments and Trusts.

Subject to delegation by the Chancellor, the Executive Director for Investments and Trusts implements, when they are approved by the Board, policies and actions with respect to:

- 8.31 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.
- 8.32 Issuing, managing and paying all bonds and other evidences of indebtedness issued by the Board for System and its component institutions.
- 8.33 Presenting to the Board through the Chancellor periodic reports of the status and prospect of funds for which he has responsibility and that

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

- 8.34 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.

8.4 Audit.

The Chancellor, as Chief Executive Officer of the System, is responsible for insuring the implementation of appropriate audit and postaudit procedures for the System and System Administration. Accordingly, with regard to his audit functions (see Section 10 of this Chapter), the Comptroller reports directly to the Chancellor.

Sec. 9. 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 Executive Director for Finance and Administration, the major duties of the Budget Director include:

- 9.1 Formulating procedures governing the preparation and review of all budgets and developing effective methods of presenting approved budgets to appropriate agencies.
- 9.2 Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
- 9.3 Preparing budget-writing instructions.
- 9.4 Conducting budget and other related research studies.
- 9.5 Planning systems and procedures for budgetary control and financial reporting.
- 9.6 Controlling and supervising distribution of all budgets and processing and approving (as delegated) interim budget changes.
- 9.7 Preparing periodic budgetary, financial, and special reports, as appropriate.

- 9.8 Serving as liaison with the staff of the Legislative Budget Board, the Governor's Budget Office, and the Coordinating Board, Texas College and University System.

Sec. 10. Comptroller.

- 10.1 Subject to delegation by the Executive Director for Finance and Administration (provided, however, that, in the audit functions, the Comptroller shall report directly to the Chancellor), the Comptroller formulates and recommends procedures to be followed in the business operations of the System for:
- 10.11 Accounting, auditing and reporting, and expenditure control.
 - 10.12 Receipt, disbursement, and custody of funds.
 - 10.13 Procurement and purchasing.
 - 10.14 Management of auxiliary service enterprises.
 - 10.15 Data processing systems - including prior approval of equipment acquisitions by purchase or lease.
 - 10.16 Accounting and business system development.
 - 10.17 Accounting records, forms, procedures, and financial reports, including format for such reports.
 - 10.18 Terms of depository agreements with banks.
 - 10.19 Lease contracts for building space.
 - 10.1(10) Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
 - 10.1(11) Conducting postaudits at each component institution.
 - 10.1(12) Supervising the auditing of oil and gas production.
- 10.2 The Comptroller is responsible as joint custodian with the Director of Accounting for bearer securities owned by System funds that are maintained in bank safe deposit boxes and are not in the custody of the State Treasurer.

Sec. 11. Director of Accounting.

- 11.1 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. Subject to delegation by the Executive Director for Finance and Administration, his duties include:

- 11.11 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.
- 11.12 For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the Comptroller, of bearer securities maintained in bank lock boxes.
- 11.13 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).

11.2 With respect to System Administration matters, the Director of Accounting reports to and is responsible to the Comptroller. With respect to other matters, he reports to the appropriate officers of The University of Texas at Austin.

Sec. 12. Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. His primary duties and responsibilities include:

- 12.1 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
- 12.2 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 \$100,000 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.

- 12.3 Serving as ex officio member of all faculty building committees at the component institutions.
- 12.4 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.
- 12.5 Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.
- 12.6 Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.
- 12.7 Developing standards for maintenance of all physical facilities at component institutions.
- 12.8 Directing the negotiation and approval of all utility contracts.

Sec. 13. System Personnel Director.

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

- 13.1 Acting as liaison between component institution personnel officers and the System offices regarding all personnel matters relating to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 13.2 Advising the System Officers and making recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 13.3 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.

- 13.4 Reviewing and recommending the Personnel Office budgets for each component institution.
- 13.5 Directing the administration of the System Personnel Office, including the Workmen's Compensation Insurance section.
- 13.6 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.
- 13.7 Establishing employee development and training programs for all component institutions, including particularly supervisory training programs.
- 13.8 Formulating policies and procedures concerning labor relations and employer-employee relationships.
- 13.9 Assisting and establishing personnel data systems and proper practices and procedures concerning the personnel records of all employees.
- 13.(10) Conducting System-wide wage and salary research studies and formulating data for proper implementation of personnel pay programs.
- 13.(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.
- 13.(12) Supervising and coordinating the affairs of the Office of Employee Relations.

Sec. 14. Director of Police.

Subject to delegation by the Executive Director for Finance and Administration, the Director of Police is responsible for:

- 14.1 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.

- 14.2 Approving the organizational structure for police departments at the component institutions of the System.
- 14.3 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.
- 14.4 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.
- 14.5 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.
- 14.6 Establishing a uniform reporting and record system for police departments at the component institutions of the System and approving any changes thereto.
- 14.7 Conducting periodic inspection of the police departments of the component institutions of the System and evaluating their performance as police agencies.
- 14.8 Formulating and establishing policies and procedures for police operations on a System-wide basis.
- 14.9 Establishing, maintaining, and supervising on a System-wide basis, a program for police personnel promotion.
- 14.(10) Reviewing and recommending the pay scale for police personnel throughout the System.
- 14.(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.
- 14.(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.

- 14.(13) Coordinating the use of police throughout the System in emergency situations.
- 14.(14) Submitting periodic reports to the Executive Director for Finance and Administration concerning the operations of the police departments of the System.

Sec. 15. Councils of the System.

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

15.2 The Council of Academic Institutions.

The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs, the chief administrative officers of the general academic 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.

Sec. 16. Chief Administrative Officers of Component Institutions.

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 is to occur shall be chairman of the Advisory

Committee. In addition to the chairman, committee membership is as follows:

The Chancellor

Three Chief Administrative Officers
(to be appointed by the Chairman of the Board from three of the component institutions)

Three Regents
(to be appointed by the Chairman of the Board)

Five Faculty members of the institution involved, at least three 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 science centers to be the Dean of Medicine of the health science center involved)

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)

President of the Ex-Students' Association of the campus involved or his designee (if institution does not have an active alumni organization, then a member of the development board or an interested layman to be appointed by the chief administrative officer of the institution involved.)

16.12 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 not having faculty and students, an Advisory Committee shall be appointed by the

Executive Vice Chancellor having line responsibility for the institution, subject to approval of the Chairman of the Board. The Executive Vice Chancellor having such line responsibility shall be Chairman of the Committee.

16.13 The Advisory Committee shall determine the availability of each candidate selected. To evaluate a candidate, the Advisory Committee shall set up criteria that relate to the needs of the individual component and shall seek advice on the ability of each candidate interviewed including advice from competent sources as to the candidate's administrative and business ability.

16.14 Finally, the Advisory Committee shall submit, through its Chairman, its recommendations with no preference indicated. Candidates submitted shall have received a majority vote of the Committee. 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.

16.2 Each chief administrative officer reports to and is responsible to the Executive Vice Chancellor having line responsibility for the institution, and serves without fixed term, subject to the pleasure of the appropriate Executive Vice Chancellor and approval by the Board.

16.3 Within the policies and regulations of the Board, and under the supervision and direction of the Executive Vice Chancellor having line responsibility for the institution, the chief administrative officer has general authority and responsibility for the *administration of that institution.*

16.31 Specifically, the chief administrative officer is expected, with the appropriate participation of the staff, to:

16.311 Develop and administer plans and policies for the program, organization, and operation of the institution.

- 16.312 Interpret the System policy to the staff, and interpret the institution's program and needs to the Office of the Chancellor and to the public.
- 16.313 Develop and administer policies relating to students, and where applicable, to the proper management of services to patients.
- 16.314 Recommend appropriate operating budgets and supervise expenditures under approved budgets.
- 16.315 Nominate all members of the faculty and staff, maintain efficient personnel programs, and recommend staff members for promotion, retention, or dismissal for cause.
- 16.316 Insure efficient management of business affairs and physical property; recommend additions and alterations to the physical plant.
- 16.317 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.
- 16.318 Appoint, or establish procedures for the appointment of, all faculty, staff, and student committees.
- 16.319 Cause to be prepared and submitted to the Office of the Chancellor the rules and regulations for the governance of the institution. When such rules and regulations have been finally approved by the Office of the Chancellor, they shall thereafter constitute the Handbook of Operating Procedures for that institution. Provided, however, that whether or not finally approved by the Office of 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 Office of 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.

16.31(10) Assume initiative in developing long-range plans for the program and physical facilities of the institution.

16.31(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. 17. Appointment of Other Administrative Officers.

17.1 The Board delegates to the Executive Vice Chancellor having line responsibility for the institution and that Executive Vice Chancellor, in turn, delegates 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.

17.2 The Board delegates to the Executive Vice Chancellor having line responsibility for the institution and that Executive Vice Chancellor, in turn, delegates 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.

17.3 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 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 his office and consequently shall not be bound by nominations to administrative positions in his institution by campus selection committees, and the Handbook of Operating Procedures of each component institution shall so state.

The University of Texas at Arlington
The University of Texas at Austin
The University of Texas at Dallas
The University of Texas at El Paso
The University of Texas at the Permian Basin
The University of Texas at San Antonio
The University of Texas at Tyler



The University of Texas Health Science Center at Dallas
The University of Texas Medical Branch at Galveston
The University of Texas Health Science Center at Houston
The University of Texas System Cancer Center
The University of Texas Health Science Center at San Antonio
The University of Texas Health Center at Tyler
The University of Texas Institute of Texan Cultures at San Antonio

BOARD OF REGENTS
of
THE UNIVERSITY OF TEXAS SYSTEM

201 West 7th Street Austin, Texas 78701

Arthur H. Dilly, Executive Secretary
Box V
Austin, Texas 78712
(512) 471-1265

July 23, 1982

MEMORANDUM

TO: Members of the Board of Regents

Chairman Powell
Vice-Chairman Fly
Vice-Chairman Rhodes
Regent Blumberg
Regent Briscoe

Regent Hay
Regent Milburn
Regent Newton
Regent Richards

FROM: Art Dilly *AD*

SUBJECT: Recommended Amendments to the Regents' Rules and Regulations, Part One, Chapter II (Administration) and Related Organizational/Functional Flow Chart

The enclosed amendments to Chapter II, Part One of the Regents' Rules and Regulations and the related chart have been reviewed and approved by the Executive Committee following consultation with the System Management Review Committee and the Office of the Chancellor.

Approval of these amendments will be considered in the Executive Session during the meeting in San Antonio on August 12-13, 1982, and these materials will be included in the Material Supporting the Agenda.

This advance copy is forwarded at the request of the Executive Committee so that you may have additional time for review.

AHD:mg

Enclosures

cc: Chancellor Walker
Executive Vice Chancellor Jordan
Executive Vice Chancellor Mullins

Mr. Lee Walton
Mr. C. W. "Tex" Cook
Mr. Kraft Eidman

CHAPTER II

ADMINISTRATION

Sec. 1. General Provisions.

1.1 Administration.

The "System Administration" is the administration
[~~refers to the centralized and consolidated functions~~
~~and operations~~] of The University of Texas System.

1.2 The University of Texas System.

The University of Texas System (herein sometimes called the "System") is composed of the System Administration and those institutions assigned by the Constitution or by the Legislature to be governed by the Board of Regents of The University of Texas System.

1.3 Location.

The System Administration shall be based at Austin, to benefit from the proximity of state agencies and to take advantage of economies made possible by sharing use of personnel and facilities with The University of Texas at Austin. System Administration officers shall travel to the other component institutions as their administrative responsibilities require.

"Sec. 2. Office of the Chancellor--Delegation of Authority/Line Responsibility.

2.1 Board's Exercise of Authority.

The Office of the Chancellor is the office through which the Board of Regents exercises its powers and

authorities in the governance of The University of Texas System.

2.2 Composition.

The Office of the Chancellor consists of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs and such direct supporting staffs for these officers as may be required and provided for in the annual operating budget and amendments thereto. The Chancellor [~~is the chief executive officer of the System and as such~~] shall coordinate consultation among the principal officers of the Office of the Chancellor.

2.3 Chancellor/Chief Executive Officer.

The Chancellor [~~also~~] is the chief executive [~~operating~~] officer of the System [~~Administration,~~] and directly reports to and is responsible to the Board. He has direct line responsibility for the governmental relations, investments and trusts, lands management, and audit functions of the System. He also provides day-to-day supervision for the holders of the following positions who directly report to the Office of the Chancellor: the Executive Director for Finance and Administration; the General Counsel; the Director of Development; and the Director of the Office of Facilities, Planning and Construction.

~~[The] following executive officers of the System Administration (as these officers are presently titled and their functions presently organized) directly report to and are responsible to the Chancellor: the Vice Chancellor for Business Affairs; the Vice Chancellor for Lands Management; and the Vice Chancellor and General Counsel. The following~~

principal administrative officers of the System Administration (as these officers are presently titled and their functions presently organized) directly report to and are responsible to the Chancellor; the Director for Development; the Assistant Chancellor for Federal and State Relations; the Assistant to the Chancellor; and the Executive Assistant to the Chancellor.]

2.4 Executive Vice Chancellor for Academic Affairs/Chief Operating Officer.

The Executive Vice Chancellor for Academic Affairs is the chief operating officer of the System for Academic Affairs and, in consultation with the Chancellor, directly reports to and is responsible to the Board for the conduct of the academic affairs of the System. The chief administrative officers of the general academic institutions in the System and the chief administrative officer of the U.T. Institute of Texan Cultures at San Antonio, acting in a line capacity for the operation of their institutions, report to and are responsible to the Executive Vice Chancellor for Academic Affairs.

2.5 Executive Vice Chancellor for Health Affairs/Chief Operating Officer.

The Executive Vice Chancellor for Health Affairs is the chief operating officer of the System for health-related education and health services in the System and, in consultation with the Chancellor, directly reports to and is responsible to the Board for the conduct of health-related education and the delivery of health services in the System. The chief administrative officer of each health-related institution in the System, acting in a line capacity

for the operation of such officer's institution, reports to and is responsible to the Executive Vice Chancellor for Health Affairs. [~~The Executive Assistant to the Executive Vice Chancellor for Health Affairs directly reports and is responsible to the Executive Vice Chancellor for Health Affairs.~~]

Sec. 3. Administrative Officers of the System.

3.1 Executive Director for Finance and Administration.

The Executive Director for Finance and Administration is an administrative officer of the System. He reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. He is responsible for the supervision of those areas of responsibility and those offices assigned to him in Section 7.1 of this Chapter. He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

3.2 General Counsel.

The General Counsel is an administrative officer of the System. He reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. He is responsible for the provision of legal services to the System as set out in Section 7.2 of this Chapter. He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

3.3 Executive Director for Governmental Relations.

The Executive Director for Governmental Relations is an administrative officer of the System. Working under established procedures that insure effective coordination with the Executive Vice Chancellors, he

reports to the Chancellor. He is responsible for coordinating the effective representation of the System in the area of governmental affairs as set out in Section 8.1 of this Chapter. He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

3.4 Executive Director (Office of the Chancellor).

The Executive Director (Office of the Chancellor) is an administrative officer of the System. He is the chief staff assistant in the Office of the Chancellor and as assigned or requested assists the Chancellor and the Executive Vice Chancellors in the administration of the Office of the Chancellor. Specific duties of the holder of this position are set out in Section 7.3 of this Chapter.

3.5 Director of Development.

The Director of Development is an administrative officer of the System. He reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. He is responsible for coordinating development activities in the System and for coordinating the activities of the Office of Public Information as set out in Section 7.4 of this Chapter. He provides staff assistance to the Chancellor and the Executive Vice Chancellors in the exercise of their responsibilities.

~~2.6-----During the period of the reorganization, the following officers shall continue to report and function as indicated:~~

~~2.61----The General Attorney and Associate General~~

Counsel is an administrative officer of the System Administration and directly reports to and is responsible to the Vice Chancellor and General Counsel.

2.62----The Budget Director, the Comptroller, the Director of Accounting, the Director of Facilities Planning and Construction, the Director of Police, the Director of Special Services, the Executive Director for Investments and Trusts, and the System Personnel Director are administrative officers of the System Administration, and each such officer directly reports to and is responsible to the Vice Chancellor for Business Affairs (except the Director of Accounting who reports as specified in Part One, Chapter II, Sec. 3.742 of these Rules and Regulations).

2.63----The Director of the Institute of Higher Education Management directly reports to and is responsible to the Executive Vice Chancellor for Academic Affairs.

2.64----The Manager of University Lands---Oil, Gas and Mineral Interests and the Manager of University Lands---Surface Interests are administrative officers of the System Administration and directly report to the Vice Chancellor for Lands Management.

Sec. 4[2.7] Appointment and Tenure of Officers.

4.1 Chief Executive and Chief Operating Officers.

[2.71] The Chancellor, the Executive Vice Chancellor for Academic Affairs, and the Executive Vice Chancellor for Health Affairs, shall be elected

by the affirmative vote of a majority of the Regents in office and shall hold office without fixed term, subject to the pleasure of the Board.

4.2 Administrative Officers of the System.

[2.72] ~~The [All-other-executive-and]~~ administrative officers of the System ~~[and-System Administration]~~ shall be appointed by the Board after nomination by the Office of the Chancellor ~~[or-the-appropriate-Executive-Vice Chancellor]~~. Officers so appointed shall not have tenure by virtue of their respective offices. They shall hold office without fixed term, subject to the pleasure of the Office of the Chancellor ~~[or-the-appropriate-Executive Vice-Chancellor]~~. Their actions concerning such officers are in turn subject to review and approval by the Board.

[2.8-----Staff-and-Line-Functions-of-Officers.

2.81-----Staff-Function.--Each officer of System Administration shall be responsible for planning and policy formulation in his particular field as delegated by the officer to whom he reports and shall serve as adviser in his area to the officer to whom he reports.---In addition, with the knowledge of the officer to whom he reports, he shall advise and consult with other members of System Administration and with the officials of the component institutions in his particular area of responsibility.

~~2.82~~ Duties of Officers of the System

~~Administration shall have such duties as shall be assigned to them by the officer to whom they report, and as the personal representatives of such officers, they may be assigned specific executive responsibilities for carrying out administrative policies.]~~

4.3 [2.9] Chancellor Emeritus.

The authority to bestow the title of Chancellor Emeritus shall rest with the Board, and an individual holding this title shall receive such salary and emoluments as are determined by the Board. This title shall be held at the pleasure of the Board. The Chancellor Emeritus shall have such duties and responsibilities as may be delegated or assigned to him by the Board and in these matters he shall report directly to the Board.

4.4 [2.10] President Emeritus.

The authority to bestow the title of President Emeritus shall rest with the Board. The title is honorary in recognition of outstanding service as President of a component institution and carries no salary or other perquisites directly related to the title and the title shall only be bestowed on an individual who is fully retired from the component institution. No person is authorized to use the title unless it has been bestowed by the Board.

~~[See 3. Authority, Duties and Responsibilities of Officers of System Administration.~~

~~3.1 Duties of Officers in the Office of the Chancellor.~~

Sec. 5 [3.11] General Purview and Duties of the Office of the Chancellor.

The Office of the Chancellor, by delegation from the Board, is authorized to exercise the powers and authorities of the Board in the governance of the System. The Office of the Chancellor will normally act through the chief administrative officer regarding the affairs of a component institution. The Office of the Chancellor, however, shall not be precluded from any direct participation and communication with institutional staff, faculty members, and groups. The major duties of the Office of the Chancellor include:

- 5.1 [3.111] Advising and counseling with the Board with respect to the policies, purposes, and goals of the System; acting as executive agent of the Board in implementing its policies; representing the System in all other respects as deemed appropriate to carry out such policies, purposes and goals, and interpreting and articulating the system's academic, administrative and developmental policies, programs, needs and concerns to the general public and to other constituencies at the community, state, regional and national levels.
- 5.2 [3.112] Directing the management and administration of System Administration and all component institutions of the System.
- 5.3 [3.113] Presenting to the appropriate standing committees of the Board and to the Board nominations for all officers of the System [~~Administration~~], and for all officers of component institutions as provided in these Rules and Regulations.
- 5.4 [3.114] 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.

5.5 [~~3-115~~] Preparing and approving appropriate recommendations to the Board and its standing committees either in the name of "The Office of the Chancellor" or as "The Office of the Chancellor concurs" with the recommendation of the appropriate chief administrative officer of a component institution.

5.6 [~~3-116~~] Preparing and approving annual operating budgets for the System Administration and the component institutions of the System and submitting such recommendations to the Board.

5.7 [~~3-117~~] 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.

5.8 [~~3-118~~] Developing and implementing programs for the most efficient management of personnel resources, and for long-range planning for academic programs, physical facilities and financial resources.

Sec. 6 [~~3-12~~] Primary Duties of the Chief Executive and Chief Operating Officers in the Office of the Chancellor.

6.1 [~~3-121~~] The Chancellor.--The Chancellor has direct line responsibility for [~~the-centralized-and-consolidated functions-and-operations-of-The-University-of-Texas System-Administration,-including--the-University's external-relations-programs-(including-private-fund development,-state]~~ governmental relations, [press

~~relations, and federal relations~~; lands management ~~[and investments]~~ (including management of ~~[trusts]~~ trust lands, endowment lands, and ~~[trust assets]~~ management of the Permanent University Fund Lands); investments and trusts (including investment and management of trusts, trust assets, and endowments) and management of the investments of the Permanent University Fund); and ~~[finance and administration--(including facilities planning and construction, central budget control, activities of the System comptroller, audit procedures and policies ~~[, capital programs, personnel, institutional studies, and police operations]~~, and the ~~Office of General Counsel]~~. Having established procedures that insure effective coordination among the Executive Vice Chancellors, the Executive Director for Governmental Relations, and himself, he is responsible for the articulation of The University of Texas System position on governmental policy issues that affect the System. He has as a prime responsibility the management of the lands, trusts, endowments, and other such funds of the System in such a manner as to maximize the monies available for the achievement of excellence in all activities of the System. The Chancellor shall prepare recommendations and supporting information on all such operations for consideration by the appropriate standing committees of the Board of Regents. He is also responsible for the day-to-day supervision of the Executive Director for Finance and Administration, the General Counsel, and the Director of Development.~~

6.2 [3.122] The Executive Vice Chancellor for Academic Affairs.--The Executive Vice Chancellor for Academic Affairs shall have as a prime responsibility the maintenance of high academic quality in the general academic components of the System. Through the chief administrative officers of the component institutions, he or she shall have direct line responsibility for the

budgets, academic planning and programs, facilities programs, facilities planning and - construction, and personnel (both academic and non-academic) of those components. In consultation with the Chancellor, the Executive Vice Chancellor for Academic 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.

6.3[3-123] The Executive Vice Chancellor for Health Affairs.--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 direct line responsibility for the budgets, academic planning and programs, facilities planning and construction, and personnel (both academic and non-academic) 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. 7. Duties of Certain Administrative Officers of the System.

7.1 Executive Director for Finance and Administration.

The Executive Director for Finance and Administration reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. His primary responsibilities include:

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

~~[3.71-Vice-Chancellor-for-Business-Affairs,~~

~~Subject-to-delegation-by-the-Chancellor, the Vice-Chancellor-for-Business-Affairs-has-the general-assignment-of-effective-coordination-of the-business-activities-of-the-component institutions-in-the-System.--Specifically, his duties-include:]~~

7.12~~[3.711]~~ Submitting recommendations to the Office of the Chancellor and to the appropriate Executive Vice Chancellor on business operations of the components of the System.

7.13~~[3.712]~~ Reviewing and making recommendations on uniform business systems and management.

7.14~~[3.713]~~ Submitting recommendations relating to programs for the most efficient management of personnel and resources.

7.15~~[3.714]~~ Submitting recommendations for program development for training of personnel in nonacademic areas.

7.16~~[3.715]~~ Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.

7.17~~[3.716]~~ Reviewing and making recommendations relating to police and security matters within the System.

7.18~~[3.717]~~ Coordinating the business affairs of the System with other officers and members of the System Administration staff.

7.19~~[3.718]~~ In consultation with the appropriate Executive Vice Chancellor, coordinating ~~[Coordinating]~~ the activities of business administrative operations of the component institutions.

7.1(10)[3-719] Managing the operations of the offices of Budget, Comptroller, [Planning-and-Construction] System Personnel, Police, and Special Services.

7.1(11)[3-17(10)] Supervising and coordinating the acquisition of all real property at the component institutions.

7.1(12)[3-71(11)] Directing the management of the purchasing, accounting, equipment inventories, and vouchering operations for the offices of the System Administration [Chancellor] and coordinating the building services for the System buildings.

7.1(13)3.71(12) Directing the management of the System-wide insurance programs (except the System Plan for Professional Medical Malpractice Self-Insurance), including approval of all policies and coverages, such programs to include:

Fire and Extended Coverage;
Liability;
Health;
Life;
Accidental Death and
Dismemberment;
Income Replacement; and
Retirement.

7.1(14) Performing such other duties as may be assigned by the Office of the Chancellor.

[NOTE: BECAUSE OF THE REVISED ORGANIZATION OF THIS CHAPTER, THE TEXT OF SECTION 3.71 OF CHAPTER 2 OF THE REGENTS' RULES RELATING TO THE VICE CHANCELLOR FOR BUSINESS AFFAIRS (NOW EXECUTIVE DIRECTOR FOR FINANCE AND ADMINISTRATION) HAS BEEN "PULLED FORWARD" AND IS ABOVE AMENDED IN CONGRESSIONAL STYLE SO THAT THE CHANGES MADE ARE CLEAR IN THE CONTEXT OF THE REVISED ORGANIZATION OF THE CHAPTER.]

7.2 [3-91-Vice-Chancellor-and] General Counsel.

The General Counsel reports to the Office of the

Chancellor under the day-to-day supervision of the Chancellor. His primary responsibilities include:

- 7.21 The provision of staff assistance to the Chancellor and the Executive Vice Chancellors in the execution of their responsibilities.
~~[Subject to delegation by the Chancellor, the Vice Chancellor and General Counsel is responsible for (a)]~~
- 7.22 Providing ~~[providing]~~ all legal services required by the System and its personnel to insure the proper protection and advancement of the System's ~~[its]~~ interests.
- 7.23 Maintaining ~~[; and (b) maintaining]~~ the supervision, and delivery of legal services at a high level of effectiveness. ~~[The major duties of the Vice Chancellor and General Counsel include:]~~
- 7.24 ~~[3.911]~~ Directing and managing all legal personnel and legal affairs of the System, its units and its component institutions.
- 7.25 ~~[3.912]~~ Providing advice, counsel and legal interpretations to System officials and personnel concerning legal matters affecting System operations.
- 7.26 ~~[3.913]~~ Directing the Office of General Counsel personnel with respect to work priorities and assignments, standards of performance, and career development, delegating to staff members responsibility for particular legal and administrative tasks; and coordinating and controlling budget and personnel levels.
- 7.27 ~~[3.914]~~ Directing and managing (within applicable limits of authority) all litigation and administrative agency hearings; authorizing and

approving the institution of legal proceedings; evaluating, directing and approving action and procedures relative to prosecution or defense of pending litigation and administrative proceedings; employing outside counsel; and authorizing and approving settlement or appeal of litigation.

7.28 [~~3-915~~] Advising, counseling, and disseminating information to affected System units relative to the nature, evaluation, progress, and results of litigation, administrative proceedings, and other legal matters, and making recommendations to System officials and other personnel as to future operations and objectives.

7.29 [~~3-916~~] Approving as to form all contracts and agreements and all amendments to the Regents' Rules and Regulations; and approving as to form all institutional Handbooks of Operating Procedures, whether finally approved or not, and all amendments to such Handbooks.

7.2(10) [~~3-917~~] Drafting all legislation that has been approved by the Board or requested by any System officer for submission to the Board for approval and providing legal counsel on pending legislation.

7.2(11) [~~3-918~~] Identifying and evaluating administrative and functional problems and directing or recommending, as appropriate, course of action for solution.

7.2(12) [~~3-919~~] Representing the System before legal, educational and governmental groups and associations.

7.2(13) [~~3-91(10)~~] Acting as administrator of the System Plan for

Professional Medical Malpractice Self-Insurance
and the System Patent and Trademark Office
[~~Officer~~].

7.2(14) [~~3.91(11)~~] Working in cooperation with the Attorney
General of the State of Texas, State Agency
legal counsel and outside counsel.

7.2(15) [~~3.91(12)~~] Assuming responsibility for any other legal,
administrative or operational matters delegated
by the Office of the Chancellor.

[NOTE: BECAUSE OF THE REVISED ORGANIZATION OF THIS CHAPTER, THE TEXT OF
SECTION 3.91 OF CHAPTER II OF THE REGENTS' RULES RELATING TO THE VICE
CHANCELLOR AND GENERAL COUNSEL (NOW GENERAL COUNSEL) HAS BEEN "PULLED
FOWARD" AND IS ABOVE AMENDED IN CONGRESSIONAL STYLE SO THAT THE CHANGES
MADE ARE CLEAR IN THE CONTEXT OF THE REVISED ORGANIZATION OF THE CHAPTER.]

7.3 [3-2] Duties of the Executive Director (Office of the Chancellor)[for Administration].

The Executive Director (Office of the Chancellor) [~~for Administration~~] is the chief staff assistant in the Office of the Chancellor and as assigned or requested assists the Chancellor and the Executive Vice Chancellors in administration of the Office of the Chancellor. The holder of this position serves simultaneously as Executive Assistant to the Chancellor. Specific duties include the following:

- 7.31 [3-21] Facilitating routine communication and coordinating paper flow among [~~between~~] the Chancellor and the Executive Vice Chancellors.
- 7.32 [3-22] Providing day-to-day liaison for the Office of the Chancellor with the Office of the Board of Regents.
- 7.33 [3-23] Coordinating the submission of agenda items from the Office of the Chancellor for consideration by the Board or by the Standing Committees of the Board.

- 7.34 [3-24] Coordinating the internal administrative procedures of the Office of the Chancellor.
- 7.35 [3-25] Providing staff support when requested by the Executive Vice Chancellors in their review of the management of component institutions.
- 7.36 [3-26] Assisting the Chancellor as directed on specific projects in connection with the Chancellor's responsibilities [~~responsibility for supervising the various consolidated functions and operations that comprise The University of Texas System Administration~~].
- 7.37 [3-27] Coordinating the preparation of the agenda for the meetings of the System Council at the direction of the Chancellor and the Executive Vice Chancellors.
- 7.38 [3-28] Advising and consulting with the Chancellor, the Executive Vice Chancellors and Chief Administrative Officers or Chief Student Affairs Officers of U.T. component institutions on organization and management of student services and programs.
- 7.39 [3-29] Performing such other duties and responsibilities as may be directed by the Chancellor and the Executive Vice Chancellors.

7.4 [3.4] Director of Development.

The Director of Development reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. His primary responsibilities include:

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

[~~Subject to delegation by the Chancellor, the major duties of the Director for Development include:~~]

- 7.42 [3-41] Acting under the authority delegated by the

Office of the Chancellor for private fund development for the System.

7.43 [~~3.42~~] Coordinating policies and activities involving internal foundations and University-related external foundations.

7.44 [~~3.43~~] Coordinating and cooperating with the chief administrative officers of the component institutions in development programs.

7.45 [3.44] Coordinating efforts of component institution officials to create a favorable climate for philanthropic support among various constituencies, including alumni, foundations, business and industry, associations, parents of students, friends and benefactors.

7.46 [~~3.45~~] Advising component institution administrative officials, deans, and directors on projects involving private gift support, suggesting possible granting agencies or benefactors, and assisting when needed in the preparation of grant proposals and their presentation.

7.47 [~~3.46~~] Administering procedures for the preparation of gift records, gift processing, gift acknowledgments, and gift docketts for the Board.

7.48 [3.47] Coordinating [~~Supervising-and-coordinating~~] the activities and functions of the Office of Public Information.

7.49 Performing such other duties and responsibilities as may be assigned by the Office of the Chancellor.

[NOTE: BECAUSE OF THE REVISED ORGANIZATION OF THIS CHAPTER, THE TEXT OF SECTION 3.4 OF CHAPTER II OF THE REGENTS' RULES RELATING TO THE DIRECTOR OF DEVELOPMENT HAS BEEN "PULLED FORWARD" AND IS ABOVE AMENDED IN

CONGRESSIONAL STYLE SO THAT THE CHANGES MADE ARE CLEAR IN THE CONTEXT OF THE REVISED ORGANIZATION OF THE CHAPTER.]

~~3.3-----The-Assistant-to-the-Chancellor-and-the-Executive Assistant-to-the-Chancellor-are-the-Chancellor's principal-staff-members-in-the-Office-of-the Chancellor.~~

3.31--Assistant-to-the-Chancellor.

~~The-Assistant-to-the-Chancellor-is-an-administrative-officer of-the-System-Administration.--Subject-to-delegation-by-the Chancellor,-the-duties-of-the-position-include:~~

~~3.311--Providing-assistance-to-the-Office-of-the-Chancellor and-the-Executive-Director-for-Administration-in-the coordination-of-materials-submitted-to-the-Board-of Regents-and-its-standing-committees.~~

~~3.312--Coordinating,-at-the-direction-of-the-Chancellor,- correspondence-and-requests-from-the-component institutions.~~

~~3.313--Evaluating-and-coordinating-the-internal-administrative procedures-and-supporting-staff-of-the-Chancellor's Office.~~

~~3.314--Supervising-the-official-files-of-the-Office-of-the Chancellor-relating-to-official-documents-and correspondence.~~

~~3.315--Submitting-recommendations-for-training-programs-for support-staff-of-the-Office-of-the-Chancellor.~~

~~3.316--Performing-such-other-duties-and-responsibilities-as may-be-directed-by-the-Chancellor.~~

3.32--Executive-Assistant-to-the-Chancellor.

~~The-Executive-Assistant-to-the-Chancellor-is-an-administrative officer-of-the-System-Administration-and-is-the-principal assistant-to-the-Chancellor-in-the-administration-of-the~~

Chancellor's duties and responsibilities. The holder of this position serves simultaneously as Executive Director for Administration in the Office of the Chancellor.]

[NOTE: SECTION 3.4 (RELATING TO THE DIRECTOR OF DEVELOPMENT) WAS "MOVED FORWARD" AND AMENDED IN CONGRESSIONAL STYLE IN SECTION 7.5; THE TEXT OF SECTION 3.5 WAS "MOVED BACKWARD" AND AMENDED IN CONGRESSIONAL STYLE IN SECTION 8.1.]

[3.6-----Director of the Institute of Higher Education

Management.

Subject to delegation by the Executive Vice-Chancellor for Academic Affairs, the Director of the Institute of Higher Education Management is responsible for directing the programs and training activities of said Institute for the purpose of helping university administrators improve their effectiveness.

Specifically, his duties include:

3.61----Developing and implementing plans for periodic Institute short courses for those in higher education administrative positions.

3.62----Planning and implementing topical seminars on timely issues of importance in higher education.

3.63----Communicating with higher education leaders concerning their concepts of critical management problems in higher education and getting their assessment of how Institute programs may meet these needs.

3.64----Planning and implementing new Institute programs in a timely fashion such as internship for individuals selected for administrative positions in the higher education institutions in Texas.

3.65----Preparing requests for the Institute's budget

~~and-proposals-for-support-from-various-sources
of-potential-funding-for-its-programs.~~

[NOTE: SECTION 3.71 (RELATING TO THE VICE CHANCELLOR FOR BUSINESS AFFAIRS WAS "MOVED FORWARD" AND AMENDED IN CONGRESSIONAL STYLE IN SECTION 7.1.]

Sec. 8 Certain Offices Reporting Directly to the Chancellor.

8.1 Duties of the Executive Director for Governmental Relations.

Working under established procedures that insure effective coordination with the Executive Vice Chancellors, the Executive Director for Governmental Relations reports to the Chancellor. His primary responsibilities include:

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

~~[3.5.---Assistant-Chancellor-for-Federal-and-State-Relations.]~~

~~[The-Assistant-Chancellor-for-Federal-and-State Relations-is-responsible-to-the-Chancellor-for-the representation-of-the-System-in-the-area-of governmental-affairs.--Subject-to-delegation-by-the Chancellor,-the-major-duties-include:]~~

8.12 ~~[3.52]~~ Representing the System in its relations with federal, state, and local legislative bodies and agencies.

8.13 ~~[3.52]~~ Making recommendations to the Office of the Chancellor in the area of public policy as it affects the relationship of the System with the federal, state, and local governments.

8.14 ~~[3.53]~~ Informing appropriate administrative officers of current operations and long-range developments on the federal and state level, which may affect the System.

8.15 [~~3.54~~] 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.

8.16 [~~3.55~~] Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.

8.17 [~~3.56~~] Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

[NOTE: BECAUSE OF THE REVISED ORGANIZATION OF THIS CHAPTER, THE TEXT OF SECTION 3.5 OF CHAPTER II OF THE REGENTS' RULES RELATING TO THE ASSISTANT CHANCELLOR FOR FEDERAL AND STATE AFFAIRS (NOW EXECUTIVE DIRECTOR FOR GOVERNMENTAL RELATIONS) HAS BEEN MOVED BACK TO THIS LOCATION AND IS ABOVE AMENDED IN CONGRESSIONAL STYLE SO THAT THE CHANGES MADE ARE CLEAR IN THE CONTEXT OF THE REVISED ORGANIZATION OF THE CHAPTER.]

~~[3.10] -- Officers in the Office of Lands Management --]~~

8.2 [~~3.10~~] Vice-Chancellor for Lands Management.

8.21 The [~~Subject to delegation by the Chancellor, the Vice~~]

Chancellor [~~for Lands Management~~] provides direction and management for all transactions relative to Permanent University Fund Lands (hereinafter sometimes referred to as "University Lands"), trust lands, and other noncampus real estate interests owned or controlled by the Board of Regents. In the exercise of those responsibilities, the [~~Vice~~] Chancellor [~~for Lands Management~~]

8.211 [~~3.10~~] Works closely with the Board for Lease of University Lands in the discharge of its duties

and responsibilities.

8.212 [3-(10)12] Works closely with the chief administrative officer of a component institution of the System and his 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.

8.213 [3-(10)13] Establishes procedures that insure effective coordination [~~works-closely~~] with the Executive Director for Investments and Trusts with regard to the management of trust lands other than University Lands.

8.214 [3-(10)14] Directs and manages the operation of the following budgeted activities which are part of the Office of Lands Mangement:

Board for Lease - University
Lands;
University Lands - Geology and
Survey;
Oil Field Supervision and
Geophysical Exploration;
University Lands Accounting
Office; and
University Lands - Surface
Leasing.

8.22 [3-(10)2] Manager of University Lands - Oil, Gas and Mineral Interest.

Subject to delegation by the [~~Vice~~] Chancellor [~~for Lands-Management~~], 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-Lands-Management~~], the Manager's regular duties include:

8.221 [~~3-(10)21~~] 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.

8.222 [~~3-(10)22~~] Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him.

8.223 [~~3-(10)23~~] 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 Lands Management and the Board for Lease of University Lands.

8.224 [~~3-(10)24~~] Reporting regularly to the [Vice] Chancellor [~~for-Lands-Management~~] 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 recommendations with respect thereto.

8.225 [~~3-(10)25~~] Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.

8.226 [~~3-(10)26~~] Coordinating with the Manager of University Lands - Surface Interests in the discharge of their respective duties and responsibilities.

8.23 [~~3-(10)3~~] Manager of University Lands - Surface Interests.

Subject to delegation by the [Vice] Chancellor [~~for Lands-Management~~], the Manager of University Lands -

Surface Interests is responsible for providing field supervision of System operations, activities, and transactions pertaining to surface interest, water rights and oil and gas field operations in or on University Lands. Within limits of authority set by the [Vice] Chancellor [~~FOR-LANDS-MANAGEMENT~~], the Manager's regular duties include:

- 8.231 [~~3-(10)31~~] Making recommendations to the Board with respect to all transactions involving surface interest in University Lands, including research projects, right-of-way easements, agricultural, grazing and other surface use leases, and geophysical permits.
- 8.232 [~~3-(10)32~~] Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him.
- 8.233 [~~3-(10)33~~] Reviewing periodically the terms and conditions of forms and transactions involving surface interest in University Lands, and making recommendations with respect thereto to the [Vice] Chancellor [~~FOR-LANDS-MANAGEMENT~~].
- 8.234 [~~3-(10)34~~] Reporting regularly to the [Vice] Chancellor [~~FOR-LANDS-MANAGEMENT~~] all activities, developments and problems which could significantly affect System interests in University Lands, together with his recommendations with respect thereto.
- 8.235 [~~3-(10)35~~] 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.
- 8.236 [~~3-(10)36~~] 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.

[NOTE: BECAUSE OF THE REVISED ORGANIZATION OF THIS CHAPTER, THE TEXT OF SECTION 3.(10)1 OF CHAPTER II OF THE REGENTS' RULES RELATING TO THE VICE CHANCELLOR FOR LANDS MANAGEMENT (A DELETED POSITION) HAS BEEN "PULLED FORWARD" AND IS ABOVE AMENDED IN CONGRESSIONAL STYLE SO THAT THE CHANGES MADE ARE CLEAR IN THE CONTEXT OF THE REVISED ORGANIZATION OF THE CHAPTER.]

8.3 [~~3.76-Executive-Director-for~~] Investments and Trusts.

Subject to delegation by the [Vice] Chancellor [~~for Business-Affairs~~], the Executive Director for Investments and Trusts implements, when they are approved by the Board, policies and actions with respect to:

8.31 [~~3.761~~] 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.

8.32 [~~3.762~~] Issuing, managing and paying all bonds and other evidences of indebtedness issued by the Board for System and its component institutions.

8.33 [~~3.763~~] Presenting to the Board through the Chancellor periodic reports of the status and prospect of funds for which he has responsibility and that will be available for expenditure by the System and its component institutions.

8.34 [~~3.764~~] 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.

[NOTE: BECAUSE OF THE REVISED ORGANIZATION OF THIS CHAPTER, THE TEXT OF SECTION 3.76 OF CHAPTER II OF THE REGENTS' RULES RELATING TO THE EXECUTIVE DIRECTOR FOR INVESTMENTS AND TRUSTS HAS BEEN "PULLED FORWARD" AND IS ABOVE AMENDED IN CONGRESSIONAL STYLE SO THAT THE CHANGES MADE ARE CLEAR IN THE CONTEXT OF THE REVISED ORGANIZATION OF THE CHAPTER.]

8.4 Audit

The Chancellor, as Chief Executive Officer of the System, is responsible for insuring the implementation of appropriate audit and post-audit procedures for the System and System Administration. Accordingly, with regard to his audit functions (see Section 10 of this Chapter), the Comptroller reports directly to the Chancellor.

Sec. 9. [3.72] 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 Executive Director for Finance and Administration [~~Vice Chancellor for Business Affairs~~], the major duties of the Budget Director include:

- 9.1 [3.721] Formulating procedures governing the preparation and review of all budgets and developing effective methods of presenting approved budgets to appropriate agencies.
- 9.2 [3.722] Recommending procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
- 9.3 [3.723] Preparing budget-writing instructions.
- 9.4 [3.724] Conducting budget and other related research studies.
- 9.5 [3.725] Planning systems and procedures for budgetary control and financial reporting.
- 9.6 [3.726] Controlling and supervising distribution of all budgets and processing and approving (as delegated) interim budget changes.
- 9.7 [3.727] Preparing periodic budgetary, financial, and special reports, as appropriate.
- 9.8 [3.728] Serving as liaison with the staff of the Legislative Budget Board, the Governor's Budget Office, and the Coordinating Board, Texas College and University System.

Sec. 10. [3.73] Comptroller.

- 10.1 [3.731] Subject to delegation by the Executive Director for Finance and Administration (provided, however, that, in the audit functions, the Comptroller shall report directly to the Chancellor) [~~Vice Chancellor for Business Affairs~~], the Comptroller formulates and

recommends procedures to be followed in the business operations of the System for:

- 10.11 [~~3-731(1)~~] Accounting, auditing and reporting, and expenditure control.
- 10.12 [~~3-731(2)~~] Receipt, disbursement, and custody of funds.
- 10.13 [~~3-731(3)~~] Procurement and purchasing.
- 10.14 [~~3-731(4)~~] Management of auxiliary service enterprises.
- 10.15 [~~3-731(5)~~] Data processing systems - including prior approval of equipment acquisitions by purchase or lease.

10.16 [~~3-731(6)~~] Accounting and business system development.

10.17 [~~3-731(7)~~] Accounting records, forms, procedures, and financial reports, including format for such reports.

10.18 [~~3-731(8)~~] Terms of depository agreements with banks.

10.19 [~~3-731(9)~~] Lease contracts for building space.

10.1(10) [~~3-731(10)~~] Approval of the business aspects and overhead rates in research and other contracts with outside agencies.

10.1(11) [~~3-731(11)~~] Conducting postaudits at each component institution.

10.1(12) [~~3-731(12)~~] Supervising the auditing of oil and gas production.

10.2 [~~3-732~~] The Comptroller is responsible as joint custodian with the Director of Accounting for bearer securities owned by System funds that are maintained in bank safe deposit boxes and are not in the custody of the State Treasurer.

Sec. 11. [~~3-74~~] Director of Accounting.

11.1 [~~3-741~~] 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. Subject to delegation by the Executive Director for Finance and Administration [~~Vice Chancellor-for-Business-Affairs~~], his duties include:

- 11.11 [~~3-741(1)~~] 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.

11.12 [~~3.741(2)~~] For securities owned by System funds and not in custody of the State Treasurer, having custody of registered securities and joint custodian, with the Comptroller, of bearer securities maintained in bank lock boxes.

11.13 [~~3.741(3)~~] 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).

11.2 [~~3.742~~] With respect to System Administration matters, the Director of Accounting reports to and is responsible to the Comptroller. With respect to other matters, he reports to the appropriate officers of The University of Texas at Austin.

Sec. 12. [~~3.75~~] Director of Facilities Planning and Construction.

The Director of Facilities, Planning and Construction reports to the Office of the Chancellor under the day-to-day supervision of the Chancellor. His primary [~~Subject to the delegation by the Vice-Chancellor for Business Affairs~~] duties and responsibilities include:

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

12.2 [~~3.751~~] Managing the administration and general supervision of any new building construction and initial equipping thereof or [~~costing in excess of \$50,000.00; managing~~] any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$100,000

[~~\$80,000.00~~] 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.

12.3 [~~3.752~~] Serving as ex officio member of all faculty building committees at the component institutions.

12.4 [~~3.753~~] 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.

12.5 [~~3.754~~] Coordinating the preparation of and approving of all grant applications on approved construction projects filed with governmental agencies.

12.6 [~~3.755~~] Coordinating the development of and maintaining of master plans for all component institutions, including but not limited to land utilization, utility and landscape plans.

12.7 [~~3.756~~] Developing standards for maintenance of all physical facilities at component institutions.

12.8 [~~3.757~~] Directing the negotiation and approval of all utility contracts.

[NOTE: SECTION 3.76 (RELATING TO THE EXECUTIVE DIRECTOR FOR INVESTMENTS AND TRUSTS) WAS "MOVED FORWARD" AND AMENDED IN CONGRESSIONAL STYLE IN SECTION 10.2.]

Sec. 13. [~~3.77~~] System Personnel Director.

The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to the delegation by the Executive Director for Finance and Administration [~~Vice-Chancellor for~~

Business-Affairs], the System Personnel Director is responsible for:

- 13.1 [~~3-771~~] Acting as liaison between component institution personnel officers and the System offices regarding all personnel matters relating to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 13.2 [~~3-772~~] Advising the System Officers and making recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 13.3 [~~3-773~~] 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.
- 13.4 [~~3-774~~] Reviewing and recommending the Personnel Office budgets for each component institution.
- 13.5 [~~3-775~~] Directing the administration of the System Personnel Office, including the Workmen's Compensation Insurance section.
- 13.6 [~~3-776~~] 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.
- 13.7 [~~3-777~~] Establishing employee development and training programs for all component institutions, including particularly supervisory training programs.
- 13.8 [~~3-778~~] Formulating policies and procedures concerning labor relations and employer-employee relationships.
- 13.9 [~~3-779~~] Assisting and establishing personnel data systems and proper practices and procedures concerning the personnel records of all employees.

13.(10)~~[3-77(10)]~~ Conducting System-wide wage and salary research studies and formulating data for proper implementation of personnel pay programs.

13.(11)~~[3-77(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.

13.(12)~~[3-77(12)]~~ Supervising and coordinating the affairs of the Office of Employee Relations.

Sec. 14. ~~[3-78]~~ Director of Police.

Subject to delegation by the Executive Director for Finance and Administration ~~[Vice-Chancellor-for-Business-Affairs]~~, the Director of Police is responsible for:

14.1 ~~[3-781]~~ 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.

14.2 ~~[3-782]~~ Approving the organizational structure for police departments at the component institutions of the System.

14.3 ~~[3-782]~~ 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.

14.4 ~~[3-784]~~ 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.

14.5 ~~[3-785]~~ 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.

14.6 ~~[3-786]~~ Establishing a uniform reporting and record system for

police departments of the component institutions of the System and approving any changes thereto.

14.7 [~~3.787~~] Conducting periodic inspection of the police departments of the component institutions of the System and evaluating their performance as police agencies.

14.8 [~~3.788~~] Formulating and establishing policies and procedures for police operations on a System-wide basis.

14.9 [~~3.789~~] Establishing, maintaining, and supervising on a System-wide basis, a program for police personnel promotion.

14.(10) [~~3.78(10)~~] Reviewing and recommending the pay scale for police personnel throughout the System.

14.(11) [~~3.78(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.

14.(12) [~~3.78(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.

14.(12) [~~3.78(13)~~] Coordinating the use of police throughout the System in emergency situations.

14.(13) [~~3.78(14)~~] Submitting periodic reports to the Executive Director for Finance and Administration [~~Vice-Chancellor for Business-Affairs~~] concerning the operations of the police departments of the System.

[3.8-----Executive Assistant to the Executive Vice-Chancellor
for Health Affairs,

Subject to delegation by the Executive Vice-Chancellor for Health Affairs, the Executive Assistant to the Executive Vice-Chancellor for Health Affairs has the general assignment of assisting in the effective coordination of those component institutions concerned primarily with health sciences. His duties may include:

3.81----Submitting to the Executive Vice-Chancellor for Health Affairs recommendations on System programs on health science education, research, and public service, including general plans and operations for the health institutions.

3.82----Reviewing and making recommendations on proposals from the health institutions requiring action by the Executive Vice-Chancellor for Health Affairs.

3.83----Preparing and submitting to the Executive Vice-Chancellor for Health Affairs long-range and immediate plans for health science education, research and public service for the health institutions.

3.84----Recommending to the Executive Vice-Chancellor for Health Affairs the annual operating budget requests submitted by each health institution.

3.85----Recommending to the Executive Vice-Chancellor for Health Affairs legislative appropriation requests (and policies for the development of such requests) to be submitted by the System on behalf of the health institutions.

3.86----At the direction of the Executive Vice-Chancellor for Health Affairs, processing all matters for the System health institutions with

the Coordinating Board, and coordinating other health-education matters directed to the Coordinating Board.

3.87----At the direction of the Executive Vice Chancellor for Health Affairs, preparing the agenda for the meetings of the Council of Health Institutions.

3.88----At the direction of the Executive Vice Chancellor for Health Affairs, coordinating the development and implementation of interinstitutional programs to benefit the individual health institutions in the achievement of their missions.

3.89----At the request of the Executive Vice Chancellor for Health Affairs, interpreting the health institutions' policies and programs to health professional groups at the local, state and national levels, and coordinating efforts with such health professional groups and state and federal regulatory agencies to assist the health institutions in the achievement of their missions.

3.8(10)-At the request of the Executive Vice Chancellor for Health Affairs, providing direction for the efficient and effective operation of The University of Texas System Medical-Dental Application Center.

3.8(11)-At the request of the Executive Vice Chancellor for Health Affairs, directing the activities of the Institute for Health Policy and Planning and coordinating its activities with both state and federal governmental agencies and health professional groups.

3.8(12)-At the request of the Executive Vice Chancellor

for Health Affairs, coordinating with the Executive Vice-Chancellor for Academic Affairs in matters involving joint programs between System academic institutions and System health institutions.

3.9----Officers in the Office of General Counsel

[NOTE: SECTION 3.91 (RELATING TO THE VICE CHANCELLOR AND GENERAL COUNSEL) WAS "MOVED FORWARD" AND AMENDED IN CONGRESSIONAL STYLE IN SECTION 7.2]

3.92---General Attorney and Associate General Counsel

Subject to delegation by, and within limits of authority set by the Vice-Chancellor and General Counsel, the General Attorney and Associate General Counsel is responsible for the following duties:

3.921---Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating work of all personnel assigned by the Vice-Chancellor and General Counsel to him.

3.922---Identifying and evaluating administrative and functional problems and recommending to the Vice-Chancellor and General Counsel a course of action for their solution.

3.923---Reporting regularly to the Vice-Chancellor and General Counsel all legal and other activities and developments of significance to System interests, together with his recommendations.

3.924---Assisting the Vice-Chancellor and General Counsel and assuming responsibility as assigned or delegated by the Vice-Chancellor and General Counsel with regard to the

provision of legal counsel and advice to System officers, and their staffs, with respect to legal matters arising

from System operations;
litigation and litigation management
and administrative hearings and their
management;
preparation, analysis, and giving of
legal approval to agreements,
contracts and various legal documents
and instruments; amendments to
Regents' Rules and Regulation; and
approval as to form all institutional
Handbooks of Operating Procedures,
and all amendments thereto; and
review, analysis and provision of
legal counsel on pending and enacted
legislation and governmental
regulations; and drafting proposed
legislation and regulations.

3.925 -- Managing and supervising the activities of the
System Patent Office.

3.926 -- Managing and supervising the activities of the
Office of General Counsel with regard to the
System Plan for Professional Medical
Malpractice Self-Insurance.]

3.(10) -- Officers in the Office of Lands Management.

[NOTE: SECTION 3.(10)1 (RELATING TO THE VICE CHANCELLOR FOR LANDS
MANAGEMENT) WAS "MOVED FORWARD" AND AMENDED IN CONGRESSIONAL STYLE IN
SECTION 10.1.]

Sec. 15. [3.(11)] Councils of the System.

15.1 [3.(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 Director for Finance and Administration, the
General Counsel, the Executive Director for
Governmental Relations, The Executive Director (Office

of 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.

15.2 [3+(11)2] The Council of Academic Institutions.

The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs, the chief administrative officers of the general academic 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[s] as [an] 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 [3+(11)3] The Council of Health Institutions.

The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs [~~the Executive Assistant to 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[s] as [an] 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. [~~The Executive Assistant to the Executive Vice Chancellor for Health Affairs shall be the permanent vice chairman.~~]

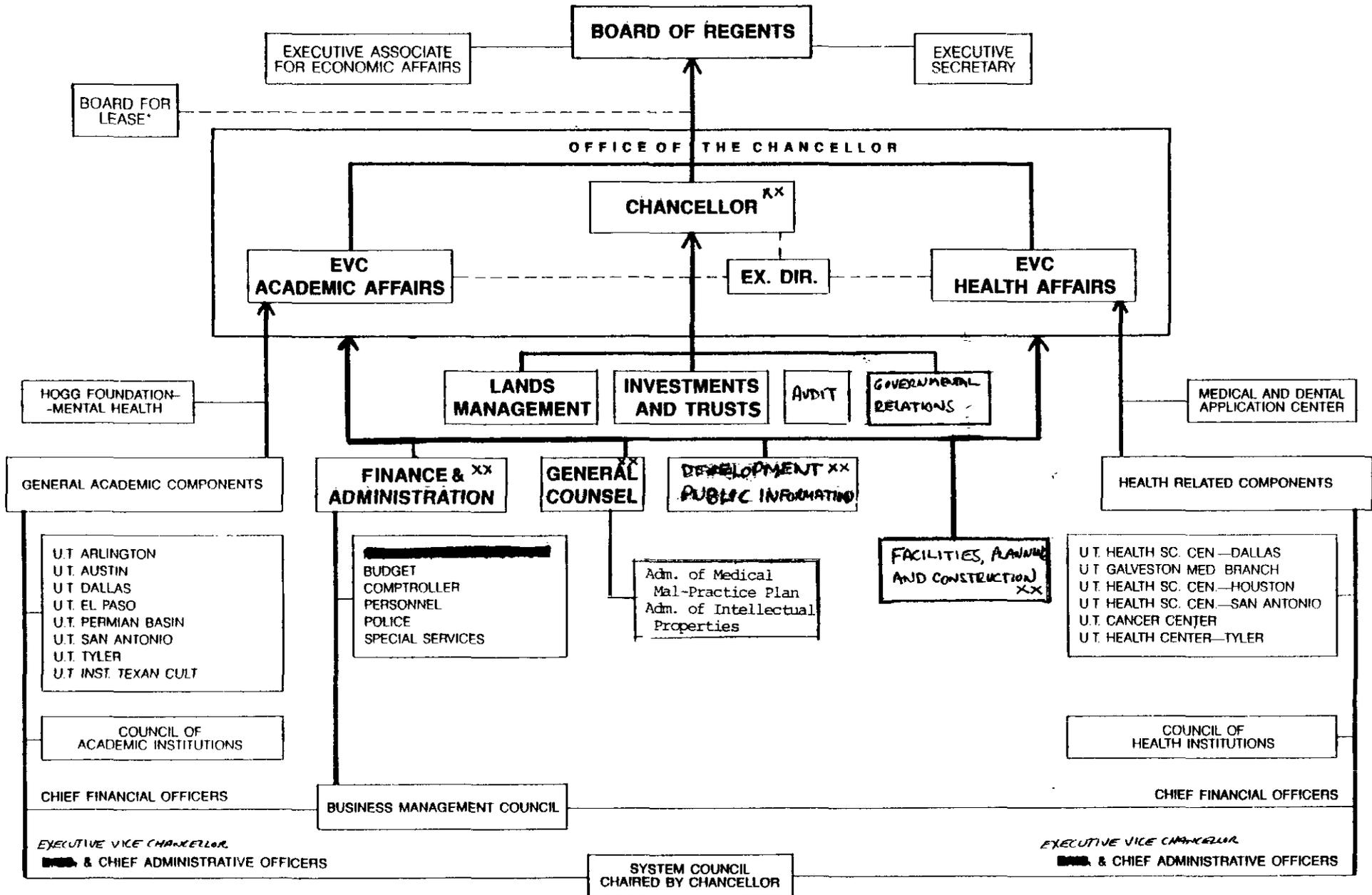
15.4 [3.(11)4] The Business Management Council.

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, and the Vice Chancellor for Business Affairs~~]. The Chancellor, the Executive Vice Chancellor for Academic Affairs, [~~and~~] the Executive Vice President 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 [~~Chancellor~~] shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council. [~~The Vice Chancellor for Business Affairs shall be the permanent vice chairman.~~]

[NOTE: PRESENT SECTIONS 4 (CHIEF ADMINISTRATIVE OFFICERS OF COMPONENT INSTITUTIONS) AND 5 (APPOINTMENT OF OTHER ADMINISTRATIVE OFFICERS) OF THE PRESENT TEXT OF CHAPTER II DO NOT REQUIRE EITHER SUBSTANTIVE OR EDITORIAL AMENDMENTS EXCEPT RENUMBERING AS SECTIONS 16 AND 17 RESPECTIVELY.]

THE UNIVERSITY OF TEXAS SYSTEM
 ORGANIZATIONAL / FUNCTIONAL FLOW CHART

AS APPROVED 7/12/82
 EXECUTIVE COMMITTEE



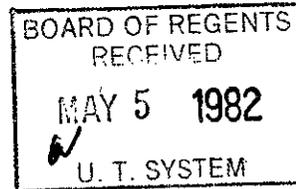
* Pursuant to Section 66.62, Texas Education Code, two members of The Board of Regents of The University of Texas System serve with the Commissioner of the General Land Office on the three-member Board for Lease of University Lands

XX THE CHANCELLOR HAS RESPONSIBILITY FOR THE DAY TO DAY SUPERVISION OF THESE FUNCTIONS AS PROVIDED IN THE REGENTS RULES AND REGULATIONS, PART ONE, CHAPTER II.



Office of General Counsel

THE UNIVERSITY OF TEXAS SYSTEM



Attached

May 4, 1982

*AD - I believe you
have my file on
this.*

MEMORANDUM

TO: Art Dilly
FROM: *J* James L. Crowson
RE: Suggested Editorial Amendment - Regents' Rules and Regulations

In response to your note of April 14, 1982, concerning an editorial amendment to Part One, Chapter VI, Section 6.4 (b)(2), I prefer the version Jim Duncan identifies as "Possible Edited Version (follows format of current (2))." I concur that this is an editorial amendment.

JLC/mc

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

BOX N - AUSTIN, TEXAS 78712 (512) 471-1265

MEMORANDUM

DATE

April 14, 1982

TO:

Mr. Jim Cowson

FROM:

Pat Lilly

SUBJECT:

Suggested Editorial Amendment - RR+R

As the final authority on this fascinating subject, may I have your recommendation with regard to Jim Duncan's suggestion.

Appreciate your help -

Pat Lilly

OFFICE OF THE BOARD OF REGENTS

MEMORANDUM

DATE April 14, 1982

to: Mr. Dilly

FROM: MG



SUBJECT:

Please note memorandum at side clip which I've been holding in B/R suspense for the next revision of the RRR. Jim Duncan provided me with the attached suggestions this a.m. Which version do you suggest I use for the RRR? Perhaps "Possible Edited Version" to keep it as close as to what we presently show?

For the April Board meeting, there were no amendments to Part One of the RRR -- only Part Two. Therefore, this amendment plus the changes in the listing of component institutions and entities will be editorial and I suppose our cover memo for Part One should so state that fact?



THE UNIVERSITY OF TEXAS SYSTEM

Office of the Chancellor

601 COLORADO STREET, AUSTIN, TEXAS 78701

4/13/62

Margaret,

Attached are my thoughts
re the R.R. change we
discussed last week.

Jim D.

REGENTS' RULES AND REGULATIONS

PART ONE, CHAPTER VI, SECTION 6.4 (b)(2)

Possible Substitute (follows format of (1), (3) & (4))

- (2) any administrative officer of the System, including the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, any assistant(s) to these administrative officers, any designated executive officers of the System Administration, and any designated principal administrative officers of the System Administration;

Possible Edited Version (follows format of current (2))

- (2) any administrative officer of the System, including the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Executive Director for Administration, the Assistant to the Chancellor, ~~the Executive Assistant to the Chancellor, the Assistant Chancellor for Federal and State Relations [Planning], the [Executive] Director for Development, [the Vice-Chancellor for Academic Affairs, the Vice-Chancellor for Administration,] the Vice-Chancellor for Business Affairs, the Executive [Special] Assistant to the Executive Vice Chancellor for Health Affairs, the Vice-Chancellor for Lands Management, the Vice-Chancellor and General Counsel, the Executive Director for Investments and Trusts, the Comptroller, the Director of Facilities Planning and Construction, the Budget Director, the General Attorney and Associate General Counsel, the Director of Police, the System Personnel Director, the Director for Special Services, and the Director of Accounting;~~

(OFFICE OF THE CHANCELLOR)

EXECUTIVE DIRECTOR FOR
GOVERNMENTAL AFFAIRS
RELATIONS

EX DIR FOR
FIN. AND
ADM.

OK do not delete

10/15/82

OFFICE OF THE BOARD OF REGENTS

MEMORANDUM

DATE January 15, 1982

TO: AD

FROM: mg *mg*

SUBJECT: Regents' Rules and Regulations

Dr. Duncan called re Part One, Chapter VI, of the Regents Rules and Regulations -- pages 15 and 16 (attached). With the new title changes we need to do an editorial change to the RRR the next time we have a few amendments to distribute.

I will hold in pending.

OIC
a

of the booth is wholly or partly for the distribution or dissemination of words or material that is obscene, vulgar, or libelous, or that advocates the deliberate violation of any federal, state, or local law. For the purpose of this provision, the word "booth" includes furniture, enclosure, and any other structure temporarily installed for distributing petitions, handbills, or literature, or for displaying signs, or for raising funds or soliciting tangible items.

6.2 The use of student center or student union facilities on the campus of each component institution shall be subject to reasonable and nondiscriminatory regulations as may be promulgated by that center's governing board and approved by the Dean of Students and the institutional head.

6.3 Extracurricular student, faculty or staff activities involving the use of System-owned buildings and grounds shall be conducted in accordance with local, state and national law and in accordance with the applicable System and institutional regulations. Such activities shall not disrupt or disturb the academic and institutional program and shall not result in damage to or defacement of property.

6.4 Identification Required.

- (a) Pursuant to the authority conferred upon the Board of the System by Chapter 80, Acts of the 60th Legislature, Regular Session, 1967 (Section 51.209, Texas Education Code), and in order to protect the safety and welfare of students and employees of the component institutions of the System, and to protect the property of the System, it is hereby declared that it shall be unlawful for any person on any property either owned or controlled by the System or any component institution to refuse to identify himself to an institutional representative in response to a request. For the purpose of this subsection, a person identifies himself by: (1) giving his name and complete address; and (2) by stating truthfully whether or not he is a student at the institution and whether or not he is an employee of the institution.
- (b) For the purpose of Subsection (a), an "institutional representative" is:
- (1) any member of the Board of the System or the Executive Secretary to the Board;
 - (2) any administrative officer of the System, including the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Assistant to the Chancellor, the Executive Assistant to the Chancellor, the Assistant Chancellor for Planning, the Executive Director for Development, the Vice Chancellor for Academic Affairs, the Vice Chancellor for Adminis-

tration, the Vice Chancellor for Business Affairs, the ~~Special~~^{Exec} Assistant to the Executive Vice Chancellor for Health Affairs, the Vice Chancellor for Lands Management, the Vice Chancellor and General Counsel, the Executive Director for Investments and Trusts, the Comptroller, the Director of Facilities Planning and Construction, the Budget Director, the General Attorney and Associate General Counsel, the Director of Police, the System Personnel Director, the Director for Special Services, and the Director of Accounting;

- (3) any administrative officer of the component institution, including the institutional head, any assistant to the institutional head, any vice president, any Dean of Students, and any associate or assistant dean of students; and
 - (4) any attorney, peace officer, or security officer of the System or the institution.
- (c) Any person who refuses to identify himself fully in accordance with Subsection (a) is guilty of a misdemeanor and upon conviction is punishable by a fine of not more than \$200.
- (d) Any student who refuses to identify himself fully in accordance with Subsection (a) is, in addition to the penalty prescribed in Subsection (c), subject to discipline, including expulsion, by the institution.
- 6.5 Use of Grounds and Physical Facilities by Outside Groups, the System as a Joint Sponsor. --Use of grounds and physical facilities of the System, especially auditoriums, gymnasiums, and large rooms, by outside individuals, groups or associations shall be subject to the following rules in which the "System" shall mean any component institution.
- 6.51 The System will not permit the unrestricted use by non-System groups of any of its facilities.
- 6.52 The System will not enter into joint sponsorship of any project or program that is to result in private gain for the cooperating individuals, group or associations.
- 6.53 The System, established as a public institution without regard to political affiliation or religious faith, cannot be a joint sponsor with any noncampus organization for political or sectarian gatherings. However, the appearance by or on behalf of a candidate for public office may be authorized under conditions prescribed by the Board in Section 7.2 of this Chapter.
- 6.54 Whenever non-System groups share in the use of System buildings, it must be upon the invitation of the System and under its joint sponsorship, and with the further understanding that all the conditions governing such sponsorship are to be set by the System.

RRR

4/5/82

MG

Harding says - Sh Levin says

OK to JTMBS - RRR Editorial Change -

CAL wants to talk to me about

UCC designation

add - Any word yet?
need to organize the RRR next week. / a

mg
4/14

(MG)

4/22 - See Page VIII-7
re UCC - only
one change

/ a

The University of Texas at Arlington
The University of Texas at Austin
The University of Texas at Dallas
The University of Texas at El Paso
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 Health Science Center at Dallas
The University of Texas Medical Branch at Galveston
The University of Texas Health Science Center at Houston
The University of Texas System Cancer Center
The University of Texas Health Science Center at San Antonio
The University of Texas Health Center at Tyler
The University of Texas Institute of Texan Cultures at San Antonio

THE UNIVERSITY OF TEXAS SYSTEM

601 COLORADO STREET AUSTIN, TEXAS 78701

April 2, 1982

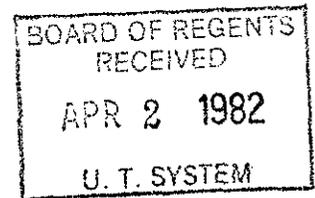
Executive Vice Chancellor for Academic Affairs
Telephone (512) 471-3029

MEMORANDUM

TO: Mr. Arthur H. Dilly

FROM: Patricia D. Witherspoon *PDW*

SUBJECT: Editorial Changes in the Regents' Rules and Regulations,
Part One, Chapter VIII, Section 4



As I have previously indicated to you by telephone, the proposed editorial changes in Section 4., Chapter VIII, Part One, of the Regents' Rules and Regulations have been reviewed by the presidents of the general academic institutions whose listings of entities are being editorially changed. None of the presidents have any problems with these changes.

As I have also indicated to you, both U.T. Arlington and U.T. Austin may come forward at some point in the future with suggested additional entities for listing in this section of the Regents' Rules.

Please let me know if you have questions.

PDW:tvvt

xc: Dr. Bryce Jordan

OFFICE OF THE BOARD OF REGENTS

MEMORANDUM

DATE March 29, 1982

TO: Mr. Dilly

FROM: MG *mg*

SUBJECT:

Dr. Witherspoon called this a. m. to let us know that she's working on the academic units with re to the editorial amendments to the RRR (file attached). Thus far no objections to the editorial changes but both U. T. Arlington and U. T. Austin have indicated some possible additions to their list of "entities." She will keep us advised.

attachment

OK

The University of Texas at Arlington
The University of Texas at Austin
The University of Texas at Dallas
The University of Texas at El Paso
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 Health Science Center at Dallas
The University of Texas Medical Branch at Galveston
The University of Texas Health Science Center at Houston
The University of Texas System Cancer Center
The University of Texas Health Science Center at San Antonio
The University of Texas Health Center at Tyler
The University of Texas Institute of Texan Cultures at San Antonio

THE UNIVERSITY OF TEXAS SYSTEM

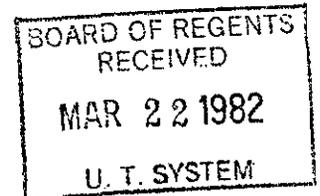
601 COLORADO STREET AUSTIN, TEXAS 78701

mgj to hold
a

March 19, 1982

Executive Vice Chancellor for Academic Affairs
Telephone (512) 471-3029

MEMORANDUM



TO: Dr. Peter T. Flawn
Dr. Wendell H. Nedderman
Mr. Jack R. Maguire
Dr. James W. Wagener

FROM: Bryce Jordan *Bryce Jordan*

SUBJECT: Editorial Changes to the Regents' Rules and Regulations,
Part One, Chapter VIII, Section 4

Attached is a series of editorial changes in the listing of entities under your University of Texas institution, as listed in the Regents' Rules and Regulations. Unless we hear from you by April 1, we will assume you have no problems with these changes, and the revisions will be distributed following the April meeting of the U.T. Board of Regents.

BJ:tvt
Attachment

xc: Chancellor E. D. Walker
Mr. Arthur H. Dilly 
Dr. James P. Duncan
Mr. James L. Crowson

Margaret

The University of Texas at Arlington
The University of Texas at Austin
The University of Texas at Dallas
The University of Texas at El Paso
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 Health Science Center at Dallas
The University of Texas Medical Branch at Galveston
The University of Texas Health Science Center at Houston
The University of Texas System Cancer Center
The University of Texas Health Science Center at San Antonio
The University of Texas Health Center at Tyler
The University of Texas Institute of Texan Cultures at San Antonio

BOARD OF REGENTS
of
THE UNIVERSITY OF TEXAS SYSTEM
201 W. 7th Street Austin, Texas 78701

Arthur H. Dilly, Executive Secretary
Box N
Austin, Texas 78712
(512) 471-1265

March 18, 1982

MEMORANDUM

To: Executive Vice Chancellor Jordan
Executive Vice Chancellor Mullins

From: Art Dilly *Art*

Subject: Editorial Changes to the Regents' Rules and Regulations
Part One, Chapter VIII, Section 4

I have discussed with Mr. Crowson the enclosed editorial changes to subject section "Institutions and Entities Composing the System," and he has agreed that (1) there is no legal reason they are not appropriate and (2) consistency would be served by making the changes.

May I request your consideration and that of the appropriate institutional head.

Charlie, I would appreciate especially your thoughts as to whether additional identification is needed at 4.(15)2 re The University of Texas Science Park.

I would hope to include agreed upon editorial changes with those revisions to be distributed following the April meeting of the Board of Regents.

Appreciate your help.

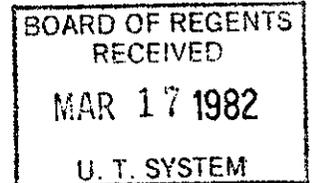
AHD:nsm
Xc: Chancellor Walker
Dr. Duncan



Office of General Counsel

THE UNIVERSITY OF TEXAS SYSTEM

March 15, 1982



MEMORANDUM

TO: Art Dilly
FROM: James L. Crowson
RE: RR&R "Housekeeping"

In response to your memo of March 6, 1982, I concur with all the changes you suggest. It also appears to me that, as you suggest, the changes are "editorial."

I offer two further comments. I am operating on memory, but I believe U.T. San Antonio recently received Regental approval to disband one of its colleges. I also note that the geographical location of the U.T. Science Park is not included in either the full or short title. Perhaps it should be.

JLC/mc

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

BOX N - AUSTIN, TEXAS 78712 (512) 471-1265

MEMORANDUM

DATE March 6, 1982

TO: Jim Gowson

FROM: Art Shilly

SUBJECT: RRR - "Housekeeping"

When next we "edit" the Regents' Rules and Regulations, as there any reason we should not make the "Full Title" and "Short Title" changes suggested on the attached. It seems to me at least consistency would be served.

Art

Amended 12/12/80

This referral policy shall not apply to patients with emergency conditions, or to employees or students of UT component institutions.

Sec. 4. Institutions and Entities Composing the System. --The System is composed of the component institutions and entities set forth below in paragraphs 4.1 et seq.; and such other component institutions and activities as may from time to time be assigned to the governance, control, jurisdiction, or management of the Board of the System. To insure uniformity and 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 and Environmental Design	
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 Graduate School of Social Work	
4.38	The University of Texas at Arlington Graduate School	
4.39	The University of Texas at Arlington Institute of Urban Studies	U. T. Institute of Urban Studies - Arlington

ARLINGTON ✓
U. T. Institute of Urban Studies - Arlington

Amended 12/12/80

- | | | |
|---------|--|--------------------------------|
| 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 | |
| 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. Marine Science Institute |
| 4.4(17) | The University of Texas at Austin McDonald Observatory at Mount Locke | U. T. McDonald Observatory |

Amended 12/12/80

- | | | |
|------|--|--------------------|
| 4.5 | The University of Texas at Dallas | U.T. Dallas |
| 4.51 | The University of Texas at Dallas School of Arts and Humanities | |
| 4.52 | The University of Texas at Dallas School of General Studies | |
| 4.53 | The University of Texas at Dallas School of Human Development | |
| 4.54 | The University of Texas at Dallas School of Management and Administration | |
| 4.55 | The University of Texas at Dallas School of Natural Sciences and Mathematics | |
| 4.56 | The University of Texas at Dallas School of Social Sciences | |
| 4.57 | The University of Texas at Dallas Callier Center for Communication Disorders | |
| 4.6 | The University of Texas at El Paso | U.T. El Paso |
| 4.61 | The University of Texas at El Paso College of Business Administration | |
| 4.62 | The University of Texas at El Paso College of Education | |
| 4.63 | The University of Texas at El Paso College of Engineering | |
| 4.64 | The University of Texas at El Paso College of Liberal Arts | |
| 4.65 | The University of Texas at El Paso College of Nursing | |
| 4.66 | The University of Texas at El Paso College of Science | |
| 4.67 | The University of Texas at El Paso Graduate School | |
| 4.7 | The University of Texas of the Permian Basin | U.T. Permian Basin |
| 4.71 | The University of Texas of the Permian Basin College of Arts and Education | |

Amended 12/12/80

- 4.72 The University of Texas of
the Permian Basin College
of Management
- 4.73 The University of Texas of
the Permian Basin College
of Science and Engineering
- 4.8 The University of Texas at San Antonio U.T. San Antonio
- 4.81 The University of Texas at
San Antonio College of
Business
- 4.82 The University of Texas at
San Antonio College of Fine *ARTS* ✓
and ~~Applied Arts~~ *HUMANITIES* ✓
- 4.83 The University of Texas at
San Antonio College of *SOCIAL* ✓
~~Humanities and Social~~ *BEHAVIORAL* ✓
Sciences
- ~~4.84 The University of Texas at
San Antonio College of
Multidisciplinary Studies~~
- 4.8⁴ The University of Texas at
San Antonio College of
Sciences and Mathematics
- 4.8⁵ The University of Texas at U.T. San Antonio -
San Antonio Lutcher Center Lutcher Center
- 4.9 The University of Texas at Tyler U.T. Tyler
- 4.91 The University of Texas at
Tyler School of Business
Administration
- 4.92 The University of Texas at
Tyler School of Education
and Psychology
- 4.93 The University of Texas at
Tyler School of Liberal Arts
- 4.94 The University of Texas at
Tyler School of Sciences
and Mathematics
- 4.(10) The University of Texas Institute of U.T. Institute of Texan
Texan Cultures at San Antonio Cultures - *SAN ANTONIO* ✓

Amended 12/12/80

- | | |
|--|--|
| 4. (11) The University of Texas Health Science Center at Dallas | U. T. Health Science Center - Dallas |
| 4. (11)1 The University of Texas Southwestern Medical School at Dallas | U. T. Southwestern Medical School - Dallas |
| 4. (11)2 The University of Texas Graduate School of Biomedical Sciences at Dallas | U. T. G.S.B.S. - Dallas |
| 4. (11)3 The University of Texas School of Allied Health Sciences at Dallas | U. T. Allied Health Sciences School - Dallas |
| 4. (12) The University of Texas Medical Branch at Galveston | U. T. <u>Galveston</u> Medical Branch - ✓ |
| 4. (12)1 The University of Texas Medical School at Galveston | U. T. <u>Galveston</u> Medical School - ✓ |
| 4. (12)2 The University of Texas Graduate School of Biomedical Sciences at Galveston | U. T. <u>Galveston</u> G.S.B.S. ✓ |
| 4. (12)3 The University of Texas School of Allied Health Sciences at Galveston | U. T. <u>Galveston</u> Allied Health Sciences School - ✓ |
| 4. (12)4 The University of Texas Marine Biomedical Institute at Galveston | U. T. Marine Biomedical Institute - GALVESTON ✓ |
| 4. (12)5 The University of Texas Institute for the Medical Humanities at Galveston | U. T. <u>Galveston</u> Medical Humanities Institute - ✓ |
| 4. (12)6 The University of Texas Hospitals at Galveston | U. T. <u>Galveston</u> Hospitals - ✓ |
| 4. (12)7 The University of Texas School of Nursing at Galveston | U. T. <u>Galveston</u> Nursing School - ✓ |
| 4. (13) The University of Texas Health Science Center at Houston | U. T. Health Science Center - Houston |
| 4. (13)1 The University of Texas Medical School at Houston | U. T. Medical School - Houston |
| 4. (13)2 The University of Texas Dental Branch at Houston | U. T. Dental Branch - Houston |
| 4. (13)3 The University of Texas Graduate School of Biomedical Sciences at Houston | U. T. G.S.B.S. - Houston |

Amended 12/12/80

- | | |
|---|---|
| 4. (13)4 The University of Texas
School of Allied Health
Sciences at Houston | U. T. Allied Health
Sciences School -
Houston |
| 4. (13)5 The University of Texas
School of Public Health
at Houston | U. T. Public Health
School - Houston |
| 4. (13)6 The University of Texas
Speech and Hearing
Institute at Houston | U. T. Speech and Hearing
Institute - Houston |
| 4. (13)7 The University of Texas
School of Nursing at
Houston | U. T. Nursing School -
Houston |
| 4. (14) The University of Texas Health
Science Center at San Antonio | U. T. Health Science
Center - San Antonio |
| 4. (14)1 The University of Texas
Medical School at
San Antonio | U. T. Medical School -
San Antonio |
| 4. (14)2 The University of Texas
Dental School at
San Antonio | U. T. Dental School -
San Antonio |
| 4. (14)3 The University of Texas
Graduate School of Bio-
medical Sciences at
San Antonio | U. T. G.S.B.S. -
San Antonio |
| 4. (14)4 The University of Texas
School of Allied Health
Sciences at San Antonio | U. T. Allied Health
Sciences School -
San Antonio |
| 4. (14)5 The University of Texas
School of Nursing at
San Antonio | U. T. Nursing School -
San Antonio |
| 4. (15) The University of Texas System
Cancer Center at Houston (No) | U. T. Cancer Center - (No) |
| 4. (15)1 The University of Texas
M. D. Anderson Hospital
and Tumor Institute at
Houston | U. T. M. D. Anderson
Hospital - Houston (YES) |
| 4. (15)2 The University of Texas
Science Park | U. T. Science Park |
| 4. (16) The University of Texas Health
Center at Tyler | U. T. Health Center -
Tyler |
| 4. (17) The University of Texas System
Bauer House | U. T. Bauer House |

OFFICE OF THE BOARD OF REGENTS

MEMORANDUM

DATE January 6, 1982

TO: The File

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 i and ii	Pages i and ii
Pages I-8, I-9, I-10, I-11, I-12 and I-13	Pages I-8, I-9, I-10, I-11, I-12 and I-13
Pages II-1, II-2, II-3, II-6, II-7, II-8, II-9, II-10, II-11, II-17, II-23 and II-24	Pages II-1, II-2, II-3, II-6, II-7, II-8, II-9, II-10, II-11, II-17, II-23 and II-24
Pages III-22 and III-23	Pages III-22 and III-23
Pages VI-12 and VI-12a	Pages VI-12 and VI-12a

The amendments approved at the December 10-11, 1981 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AHD:mg

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

As Revised and Amended by the Board of Regents, February 9, 1979
(with Amendments to December 11, 1981)

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- within The University of Texas System. (In this regard, the Chairman of the Finance and Audit Committee shall have direct access to the person who occupies the position of chief auditor of the System.)
- 7.15(13) Consider and make recommendations to the Buildings and Grounds Committee concerning the availability of funds for, and application of funds to, capital improvement requests.
- 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 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 Audit Committee matters which commit the general academic institutions to operating expenditures in future years.
- 7.165 Consider and recommend to the Finance and Audit Committee the annual operating budgets of the general academic institutions, including rates of compensation.
- 7.166 Consider and recommend to the Finance and Audit Committee biennial submissions of appropriation requests to the Legislative Budget Board and to the governor as prepared by the Office of the Chancellor in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.167 Counsel with the Office of 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 Office of 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 Office of 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 Buildings and Grounds 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, instruction, and research.
 - 7.172 Recommend to the Finance and Audit Committee on matters which commit the health-related institutions to operating expenditures in future years.
 - 7.173 Consider and recommend to the Finance and Audit Committee the annual operating budgets of the health-related institutions, including rates of compensation.
 - 7.174 Consider and recommend to the Finance and Audit Committee biennial submissions of appropriation requests to the Legislative Budget Board and to the governor as prepared by the Office of the Chancellor in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
 - 7.175 Counsel with the Office of 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 Office of the Chancellor and recommend to the Board the 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 institutions and the acceptance, use, and allocation of such gifts and endowments including recommendations on 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 Office of 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.
- 7.17(13) Consider and make recommendations to the Buildings and Grounds Committee concerning capital improvement requests as related to the approved missions of the health-related institutions.
- 7.18 Duties of the Buildings and Grounds Committee. -- The Buildings and Grounds 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 and the Finance and Audit 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 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.
 - 7.192 Consider and make recommendations on all matters relating to management of the lands constituting the permanent endowment of the University.
 - 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 Office of the Chancellor and recommend Board action with respect to any recommendations by the Chancellor related to the appointment, promotion, and dismissal of such System officers as are responsible for managing the lands and 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 the Commissioner of the General Land Office on the Board for Lease of University Lands, an agency of the State of Texas. Neither of such appointees shall be employed either directly or indirectly by any oil or gas company nor shall be an officer or attorney for any oil or gas company. With the knowledge and direction of the Chancellor, the Board for Lease shall receive the assistance and cooperation of the Vice Chancellor for Lands Management and his staff.

- 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 Executive Session of the Board.
- 8.23 Special Items:
- (a) Office of the Chancellor
 - (b) Chief administrative officers of the component institutions
 - (c) Members of the Board
- 8.24 Consideration of approval of items contained in reports of standing committees.
- (a) Executive Committee
 - (b) Finance and Audit Committee
 - (c) Academic Affairs Committee
 - (d) Health Affairs Committee
 - (e) Buildings and Grounds Committee
 - (f) Land and Investment Committee
- 8.25 Consideration of items referred directly to the Board.
- 8.26 Reports of special committees.
- 8.3 Open and Closed Meetings. --Meetings of the Board shall be open to the press and the public, unless otherwise determined by the Board, in accordance with law.
- 8.4 Matters to be Referred to Committees. --The Chairman of the Board in consultation with the Executive Secretary to the Board and appropriate committee chairmen shall make appropriate referrals to standing committees. On all matters for the consideration of the Board originating in the Office of the Chancellor, the Office of the Chancellor shall include a recommendation as to the standing committee to which the matter should be referred. Insofar as it is practicable, all subjects and matters requiring Board action shall be referred to the appropriate standing committee for consideration and recommendation before action is taken thereon by the Board.

8.5 Communications by and to the Board.

8.51 Members of the Board of Regents are to be permitted access to such personnel and information as in their individual judgements will enable them to fulfill their duties and responsibilities as Regents of The University of Texas System. It is the responsibility of each Regent to be knowledgeable in some detail regarding the operations, management, finances, and effectiveness of the academic, research, and public service programs of The University of Texas System, and members of the Board have the right and authority to inform themselves as to their duties, responsibilities and obligations in such a manner as they may deem proper. The regular channel of communication from members of the Board to the faculty, staff and administration is through the Office of the Chancellor and the chief administrative officer of the institution involved, and a copy of any communication sent by a Regent directly to any member of the faculty, staff or administration should be furnished to the Office of the Chancellor and the chief administrative officer of the institution involved; however, individual Board members are not precluded when they deem it necessary and proper from direct participation and communication with the chief administrative officers, representatives, and personnel of The University of Texas System Administration and its component institutions, faculty members and other groups. All staff and faculty proposals that are to be acted upon by the Regents shall be presented to the Office of the Chancellor in sufficient time to permit that office to consider such proposals, make recommendations thereon, and transmit them to the Executive Secretary to the Board no later than seventeen days prior to the next meeting of the Board, in order that the calendar, agenda, and supporting material may be prepared in time to mail to the members of the Board so they will receive it at least five days prior to the meeting. Except where emergency proposals are involved, all such proposals not submitted to the Executive Secretary within the time prescribed shall not be considered by the Board but shall automatically be deferred until the next meeting of the Board.

8.52 Except upon invitation of the Board, the Chairman of the Board or the Office of the Chancellor, no person shall appear before the Board or any committee thereof unless he shall file with the Executive Secretary to the Board a written request for such appearance at least ten days before the date of such appearance and unless the Chairman of the Board, or a majority of the whole Board, shall approve the request; provided, however, that the chief administrative officer, or his delegate, and/or the president of the students' association, or his delegate, of any component institution, without prior notice or

CHAPTER II

ADMINISTRATION

Sec. 1. General Provisions.

- 1.1 The "System Administration" refers to the centralized and consolidated functions and operations of The University of Texas System.
- 1.2 The University of Texas System.
The University of Texas System (herein sometimes called the "System") is composed of the System Administration and those institutions assigned by the Constitution or by the Legislature to be governed by the Board of Regents of The University of Texas System.
- 1.3 Location.
The System Administration shall be based at Austin, to benefit from the proximity of state agencies and to take advantage of economies made possible by sharing use of personnel and facilities with The University of Texas at Austin. System Administration officers shall travel to the other component institutions as their administrative responsibilities require.

Sec. 2. Office of the Chancellor.

- 2.1 The Office of the Chancellor is the office through which the Board of Regents exercises its powers and authorities in the governance of The University of Texas System.
- 2.2 The Office of the Chancellor consists of the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs and such direct supporting staffs for these officers as may be required and provided for in the annual operating budget and amendments thereto. The Chancellor is the chief executive officer of the System and as such shall coordinate consultation among the principal officers of the Office of the Chancellor.
- 2.3 The Chancellor also is the chief operating officer of the System Administration, and directly reports to and is responsible to the Board. The following executive officers of the System Administration (as these officers are presently titled and their functions presently organized) directly report to and are responsible to the

Chancellor: the Vice Chancellor for Business Affairs; the Vice Chancellor for Lands Management; and the Vice Chancellor and General Counsel. The following principal administrative officers of the System Administration (as these officers are presently titled and their functions presently organized) directly report to and are responsible to the Chancellor: the Director for Development; the Assistant Chancellor for Federal and State Relations; the Assistant to the Chancellor; and the Executive Assistant to the Chancellor.

- 2.4 The Executive Vice Chancellor for Academic Affairs is the chief operating officer of the System for Academic Affairs and, in consultation with the Chancellor, directly reports to and is responsible to the Board for the conduct of the academic affairs of the System. The chief administrative officers of the general academic institutions in the System and the chief administrative officer of the U. T. Institute of Texan Cultures at San Antonio, acting in a line capacity for the operation of their institutions, report to and are responsible to the Executive Vice Chancellor for Academic Affairs.
- 2.5 The Executive Vice Chancellor for Health Affairs is the chief operating officer of the System for health-related education and health services in the System and, in consultation with the Chancellor, directly reports to and is responsible to the Board for the conduct of health-related education and the delivery of health services in the System. The chief administrative officer of each health-related institution in the System, acting in a line capacity for the operation of such officer's institution, reports to and is responsible to the Executive Vice Chancellor for Health Affairs. The Executive Assistant to the Executive Vice Chancellor for Health Affairs directly reports and is responsible to the Executive Vice Chancellor for Health Affairs.
- 2.6 During the period of reorganization, the following officers shall continue to report and function as indicated:
 - 2.61 The General Attorney and Associate General Counsel is an administrative officer of the System Administration and directly reports to and is responsible to the Vice Chancellor and General Counsel.
 - 2.62 The Budget Director, the Comptroller, the Director of Accounting, the Director of Facilities Planning and Construction, the Director of Police, the Director of Special Services, the Executive Director for Investments and Trusts, and the System Personnel Director are administrative officers of the

System Administration; and each such officer directly reports to and is responsible to the Vice Chancellor for Business Affairs (except the Director of Accounting who reports as specified in Part One, Chapter II, Sec. 3.742 of these Rules and Regulations.)

2.63 The Director of the Institute of Higher Education Management directly reports to and is responsible to the Executive Vice Chancellor for Academic Affairs.

2.64 The Manager of University Lands - Oil, Gas and Mineral Interests and the Manager of University Lands - Surface Interests are administrative officers of the System Administration and directly report to the Vice Chancellor for Lands Management.

2.7 Appointment and Tenure of Officers.

2.71 The Chancellor, the Executive Vice Chancellor for Academic Affairs, and the Executive Vice Chancellor for Health Affairs, shall be elected by the affirmative vote of a majority of the Regents in office and shall hold office without fixed term, subject to the pleasure of the Board.

2.72 All other executive and administrative officers of the System and System Administration shall be appointed by the Board after nomination by the Chancellor or the appropriate Executive Vice Chancellor. Officers so appointed shall not have tenure by virtue of their respective offices. They shall hold office without fixed term, subject to the pleasure of the Chancellor or the appropriate Executive Vice Chancellor. Their actions concerning such officers are in turn subject to review and approval by the Board.

2.8 Staff and Line Functions of Officers.

2.81 Staff Function. Each officer of System Administration shall be responsible for planning and policy formulation in his particular field as delegated by the officer to whom he reports and shall serve as adviser in his area to the officer to whom he reports. In addition, with the knowledge of the officer to whom he reports, he shall advise and consult with other members of System Administration and with the officials of the component institutions in his particular area of responsibility.

2.82 Duties. Officers of the System Administration shall have such duties as shall be assigned to them by the officer to whom they report, and as the personal representatives of such officers, they may be assigned specific executive responsibilities for carrying out administrative policies.

policies, capital programs, personnel, institutional studies, and police operations); and the Office of General Counsel. The Chancellor shall prepare recommendations and supporting information on all such operations for consideration by the appropriate standing committees of the Board and the Board of Regents.

3.122 The Executive Vice Chancellor for Academic Affairs. --

The Executive Vice Chancellor for Academic Affairs shall have as a prime responsibility the maintenance of high academic quality in the general academic components of the System. Through the chief administrative officers of the component institutions, he or she shall have direct line responsibility for the budgets, academic planning and programs, facilities planning and construction, and personnel (both academic and non-academic) of those components. In consultation with the Chancellor, the Executive Vice Chancellor for Academic 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.

3.123 The Executive Vice Chancellor for Health Affairs. --

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 direct line responsibility for the budgets, academic planning and programs, facilities planning and construction, and personnel (both academic and non-academic) 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.

3.2 Executive Director for Administration.

The Executive Director for Administration is the chief staff assistant in the Office of the Chancellor and as assigned or requested assists the Chancellor and the Executive Vice Chancellors in administration of the Office of the Chancellor. The holder of this position

serves simultaneously as Executive Assistant to the Chancellor. Specific duties include the following:

- 3.21 Facilitating routine communication and coordinating paper flow between the Chancellor and the Executive Vice Chancellors.
 - 3.22 Providing day-to-day liaison for the Office of the Chancellor with the Office of the Board of Regents.
 - 3.23 Coordinating the submission of agenda items from the Office of the Chancellor for consideration by the Board or by the Standing Committees of the Board.
 - 3.24 Coordinating the internal administrative procedures of the Office of the Chancellor.
 - 3.25 Providing staff support when requested by the Executive Vice Chancellors in their review of the management of component institutions.
 - 3.26 Assisting the Chancellor as directed on specific projects in connection with the Chancellor's responsibility for supervising the various consolidated functions and operations that comprise The University of Texas System Administration.
 - 3.27 Coordinating the preparation of the agenda for the meetings of the System Council at the direction of the Chancellor and the Executive Vice Chancellors.
 - 3.28 Advising and consulting with the Chancellor, the Executive Vice Chancellors and Chief Administrative Officers or Chief Student Affairs Officers of U. T. component institutions on organization and management of student services and programs.
 - 3.29 Performing such other duties and responsibilities as may be directed by the Chancellor and the Executive Vice Chancellors.
- 3.3 The Assistant to the Chancellor and the Executive Assistant to the Chancellor are the Chancellor's principal staff members in the Office of the Chancellor.
- 3.31 Assistant to the Chancellor.
The Assistant to the Chancellor is an administrative officer of the System Administration. Subject to delegation by the Chancellor, the duties of the position include:
- 3.311 Providing assistance to the Office of the Chancellor and the Executive Director for Administration in the coordination of materials submitted to the Board of Regents and its standing committees.
 - 3.312 Coordinating, at the direction of the Chancellor, correspondence and requests from the component institutions.
 - 3.313 Evaluating and coordinating the internal administrative procedures and supporting staff of the Chancellor's Office.

- 3.314 Supervising the official files of the Office of the Chancellor relating to official documents and correspondence.
- 3.315 Submitting recommendations for training programs for support staff of the Office of the Chancellor.
- 3.316 Performing such other duties and responsibilities as may be directed by the Chancellor.
- 3.32 Executive Assistant to the Chancellor.

The Executive Assistant to the Chancellor is an administrative officer of the System Administration and is the principal assistant to the Chancellor in the administration of the Chancellor's duties and responsibilities. The holder of this position serves simultaneously as Executive Director for Administration in the Office of the Chancellor.

3.4 Director for Development.

Subject to delegation by the Chancellor, the major duties of the Director for Development include:

- 3.41 Acting under the authority delegated by the Chancellor for private fund development for the System.
- 3.42 Coordinating policies and activities involving internal foundations and University-related external foundations.
- 3.43 Coordinating and cooperating with the chief administrative officers of the component institutions in development programs.
- 3.44 Coordinating efforts of component institution officials to create a favorable climate for philanthropic support among various constituencies, including alumni, foundations, business and industry, associations, parents of students, friends and benefactors.
- 3.45 Advising component institution administrative officials, deans, and directors on projects involving private gift support, suggesting possible granting agencies or benefactors, and assisting when needed in the preparation of grant proposals and their presentation.
- 3.46 Administering procedures for the preparation of gift records, gift processing, gift acknowledgments, and gift docket for the Board.
- 3.47 Supervising and coordinating the activities and functions of the Office of Public Information.

3.5 Assistant Chancellor for Federal and State Relations.

The Assistant Chancellor for Federal and State Relations is responsible to the Chancellor for the representation of the System in the area of governmental affairs. Subject to delegation by the Chancellor, the major duties include:

- 3.51 Representing the System in its relations with federal, state, and local legislative bodies and agencies.
- 3.52 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.
- 3.53 Informing appropriate administrative officers of current operations and long-range developments on the federal and state level, which may affect the System.
- 3.54 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.
- 3.55 Defining the job responsibilities, the assignment of duties, and supervising staff members employed in or assigned to work in the governmental affairs area.
- 3.56 Performing such other duties and responsibilities for the efficient operation of the System as shall be assigned by the Chancellor.

3.6 Director of the Institute of Higher Education Management.

Subject to delegation by the Executive Vice Chancellor for Academic Affairs, the Director of the Institute of Higher Education Management is responsible for directing the programs and training activities of said Institute for the purpose of helping university administrators improve their effectiveness. Specifically, his duties include:

- 3.61 Developing and implementing plans for periodic Institute short courses for those in higher education administrative positions.
- 3.62 Planning and implementing topical seminars on timely issues of importance in higher education.
- 3.63 Communicating with higher education leaders concerning their concepts of critical management problems in higher education and getting their assessment of how Institute programs may meet these needs.

- 3.64 Planning and implementing new Institute programs in a timely fashion such as internship for individuals selected for administrative positions in the higher education institutions in Texas.
- 3.65 Preparing requests for the Institute's budget and proposals for support from various sources of potential funding for its programs.

(Continued Page II-11)

3.7 Officers in the Office of Vice Chancellor for Business Affairs.

3.71 Vice Chancellor for Business Affairs.

Subject to delegation by the Chancellor, the Vice Chancellor for Business Affairs has the general assignment of effective coordination of the business activities of the component institutions in the System. Specifically, his duties include:

- 3.711 Submitting recommendations to the Chancellor on business operations of the components of the System.
- 3.712 Reviewing and making recommendations on uniform business systems and management.
- 3.713 Submitting recommendations relating to programs for the most efficient management of personnel and resources.
- 3.714 Submitting recommendations for program development for training of personnel in nonacademic areas.
- 3.715 Reviewing and making recommendations on programs of long-range planning for physical facilities and financial resources.
- 3.716 Reviewing and making recommendations relating to police and security matters within the System.
- 3.717 Coordinating the business affairs of the System with other officers and members of the System Administration staff.
- 3.718 Coordinating the activities of business administrative operations of the component institutions.
- 3.719 Managing the operations of the offices of Facilities Planning and Construction, System Personnel and Special Services.
- 3.71(10) Supervising and coordinating the acquisition of all real property at the component institutions.
- 3.71(11) Directing the management of the purchasing, accounting, equipment inventories, and vouchering operations for the offices of the Chancellor and coordinating the building services for the System buildings.

Enforcement Officer Standards and Education, in order to maintain accreditation with this state agency.

- 3.785 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.
- 3.786 Establishing a uniform reporting and record system for police departments at the component institutions of the System and approving any changes thereto.
- 3.787 Conducting periodic inspection of the police departments of the component institutions of the System and evaluating their performance as police agencies.
- 3.788 Formulating and establishing policies and procedures for police operations on a System-wide basis.
- 3.789 Establishing, maintaining, and supervising on a System-wide basis, a program for police personnel promotion.
- 3.78(10) Reviewing and recommending the pay scale for police personnel throughout the System.
- 3.78(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.
- 3.78(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.
- 3.78(13) Coordinating the use of police throughout the System in emergency situations.
- 3.78(14) Submitting periodic reports to the Vice Chancellor for Business Affairs concerning the operations of the police departments of the System.

3.8 Executive Assistant to the Executive Vice Chancellor for Health Affairs.

Subject to delegation by the Executive Vice Chancellor for Health Affairs, the Executive Assistant to the Executive Vice Chancellor for Health Affairs has the general assignment of assisting in the effective coordination of those component institutions concerned primarily with health sciences. His duties may include:

- 3.81 Submitting to the Executive Vice Chancellor for Health Affairs recommendations on System programs on health science

Lands Management, the Manager's regular duties include:

- 3.(10)31 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.
- 3.(10)32 Organizing, directing, guiding, setting objectives and standards for, and assigning and evaluating the work of all personnel reporting to him.
- 3.(10)33 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 Lands Management.
- 3.(10)34 Reporting regularly to the Vice Chancellor for Lands Management all activities, developments and problems which could significantly affect System interests in University Lands, together with his recommendations with respect thereto.
- 3.(10)35 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.
- 3.(10)36 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.

3. (11) Councils of the System.

3.(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, 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.

3.(11)2 The Council of Academic Institutions.

The Council of Academic Institutions is composed of the Executive Vice Chancellor for Academic Affairs, the chief administrative officers of the general academic institutions of the System, and the chief administrative officer of the

U. T. Institute of Texan Cultures. The Chancellor serves as an ex officio member 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.

3.(11)³ The Council of Health Institutions.

The Council of Health Institutions is composed of the Executive Vice Chancellor for Health Affairs, the Executive Assistant to 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 serves as an ex officio member 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. The Executive Assistant to the Executive Vice Chancellor for Health Affairs shall be the permanent vice-chairman.

3.(11)⁴ The Business Management Council.

The Business Management Council advises 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 chief business officers of the component institutions, the Chancellor, and the Vice Chancellor for Business Affairs. The Executive Vice Chancellor for Academic Affairs and the Executive Vice Chancellor for Health Affairs, or their delegates, serve as ex officio members of this Council. The Chancellor shall serve as the Council's permanent chairman and shall conduct regular meetings of the Council. The Vice Chancellor for Business Affairs shall be the permanent vice-chairman.

Sec. 4. Chief Administrative Officers of Component Institutions.

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

4.11 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 is to occur shall be chairman of the Advisory

Sec. 14. Holidays.

- 14.1 All faculty, classified and other nonteaching personnel are entitled to such holidays as are provided by the Legislature in the then current appropriation bill and as are approved annually by the Office of the Chancellor and the Board, or alternate holidays approved in the official calendars of the various institutions by the Office of the Chancellor and the Board. (See the Classified Personnel rules in the institutional Handbook of Operating Procedures.)

Sec. 15. Vacation.

- 15.1 Vacations for faculty on twelve-month appointments, classified personnel and nonteaching personnel shall be as provided by state law and approved by the Board. Vacations for hourly and part-time employees shall be on a percentage basis for the time appointed. (See the Classified Personnel rules in the institutional Handbook of Operating Procedures.)
- 15.2 An employee who resigns, is dismissed, or separates from University employment shall be entitled to be paid in "lump sum" for all vacation leave entitlement duly accrued at the date of termination provided the employee has had continuous employment with the State for six months. The payment shall be calculated at the rate of compensation being paid the employee at the time of termination.
- 15.3 In the case of death of an employee who has accumulated vacation leave, his estate will be paid for all accumulated vacation leave. The payment shall be calculated at a rate of compensation being paid the employee at the time of his death.

Sec. 16. Leaves of Absence without Pay.

- 16.1 With the interest of the institution being given first consideration and for good cause, leaves of absence without pay may be granted for a period within the term of appointment of a member of any faculty or staff.
- 16.2 The maximum unit period for which a leave of absence will be granted is the end of the fiscal or academic year in which the leave begins. In normal times, leaves for one year will be granted liberally, provided the department so recommends and can supply satisfactory replacements.

- 16.3 Except in unusual circumstances, such as military service, reasons of health, continued graduate study, and public service or other activity which reflects credit on the institution and enhances an individual's subsequent contributions to the institution, a second consecutive year of leave of absence will not be granted.
- 16.4 Except in very unusual circumstances a third consecutive leave of absence for one year will not be granted.
- 16.5 After a return to active duty of one year or more, the leave-of-absence privilege will again be available.
- 16.6 The granting of a leave of absence does not affect in any way the tenure position of the grantee.
- 16.7 For leave of absence to participate in a political campaign see Part One, Chapter III, Sec. 7.4.

Sec. 17. Faculty Development Leaves. -- Faculty development leaves for faculty members may be granted as set out in House Bill 669, 60th Legislature, Regular Session, 1967. This bill provides that after two consecutive academic years at the same institution faculty members as defined in this Act may be considered for a faculty development leave for one academic year at one-half his regular salary or for one-half academic year at his full regular salary. Such leaves shall be granted pursuant to procedures outlined in the Act and to the limitations therein.

Sec. 18. Division of Salaries for Staff Engaged in Teaching and Nonteaching Activities. -- Each component institution shall develop policies covering budgetary division of salaries for individuals whose employment is divided between teaching and nonteaching assignments subject to current statutory requirements or limitations. These policies shall be set forth in the institutional supplements.

Sec. 19. Sick Leave.

- 19.1 Sick leave for all employees, including faculty, nonteaching personnel, and classified personnel, shall be as provided by state law.
- 19.2 In cases where illness incapacitates a member of an institutional or professional staff, arrangements for carrying on his usual duties must be made through appropriate administrative channels with the chief administrative officer of the institution.

request for any gift or contribution; and the request that a vote be cast for or against a candidate, issue, or proposition appearing on the ballot at any election held pursuant to state or federal law.

6.12

No solicitation shall be conducted in any building, structure, or facility of any component institution of the System, provided, however, that the following activities shall be deemed not to be solicitations prohibited by this subsection if they are conducted in a manner that will not disturb or interfere with the academic or institutional programs being carried on in a building, structure or facility, or do not interfere with entry to or exit from a building, structure or facility:

(1) The sale or offer for sale of any newspaper, magazine, or other publications by means of a vending machine in an area designated in advance by the institutional head or his delegate for the conduct of such activity.

(2) The sale or offer for sale of any food or drink item by means of a vending machine operated by the institution or its subcontractor in an area designated in advance by the institutional head or his delegate for the conduct of such activity.

(3) The sale or offer for sale of any publication of the institution or of any book or other printed material to be used in the regular academic work of the institution.

(4) The operation by the institution or its subcontractor (through appropriate written agreements approved as to content by the President of the institution and the Chancellor, as to form by the Office of General Counsel, and by the Board of Regents through the Docket of the Office of the Chancellor) of any bookstore, specialty store, laundry, cafeteria, state or federal credit union (the membership in which must be limited primarily to students, faculty, and staff of the institution but which may include: students, faculty, and staff of other area institutions of higher education; students, faculty, and staff of other component institutions of the U. T. System; staff members of U. T. System Administration; and staff members of organizations closely related to the

institution's educational mission such as ex-student organizations and cooperative bookstores), unmanned teller machines (any agreement for the placement of which must include a provision expressly prohibiting advertising the location of the unmanned teller machine to the general public), or other service facility maintained for the convenience of the students, staff and/or faculty.

(5) The sale or offer for sale by the institution or its subcontractor of food and drink items and programs at athletic contests or at any other program or event sponsored or authorized by the institution.

(6) The collection of tuition and fees in connection with enrollment of a student in any course or degree program.

(7) The collection of membership fees or dues by registered student, faculty, or staff organizations at meetings of such organizations scheduled in accordance with the facilities use regulations of any component institution.

(8) The collection of admission fees for the exhibition of movies or other programs that are sponsored by the component institution, a recognized faculty group, or a registered student organization, and are scheduled in accordance with the facilities use regulations of the component institution.

(Continued Page VI-13)

OFFICE OF THE BOARD OF REGENTS

MEMORANDUM

DATE November 13, 1981

TO: Chairman James L. Powell

FROM: Arthur H. Dilly *AH*

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
Page i	Page i
Pages I-1 through I-11	Pages I-1 through I-16
Page II-3	Page II-3
Pages III-1, III-3, III-5, III-16, III-17, III-18, III-19, III-22, III-24, III-27 and III-28	Pages III-1, III-3, III-5, III-16, III-17, III-18, III-19, III-22, III-24, III-27 and III-28
Page IV-2	Page IV-2
Pages V-1 and V-2	Pages V-1 and V-2
Pages VI-1, VI-5, VI-6, VI-9, VI-10, VI-11, VI-15, VI-16, VI-19, VI-20 and VI-21	Pages VI-1, VI-5, VI-6, VI-9, VI-10, VI-11, VI-15, VI-16, VI-19, VI-20 and VI-21
Pages VII-1, VII-2, VII-3, VII-4, VII-5, VII-7 and VII-9	Pages VII-1, VII-2, VII-3, VII-4, VII-5, VII-7 and VII-9
Page VIII-1	Page VIII-1
Pages IX-1 and IX-2	Pages IX-1 and IX-2

The amendments approved at the October 8-9, 1981 meeting of the U. T. Board of Regents have been incorporated on the revised pages. Also included in this distribution are revised pages containing editorial changes as authorized by the U. T. Board of Regents at their meetings on August 13-14 and October 8-9, 1981.

AHD:mg

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

As Revised and Amended by the Board of Regents, February 9, 1979
(with Amendments to October 9, 1981)

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CHAPTER I

BOARD OF REGENTS

- Sec. 1. Authority. The Legislature, which is given the duty and authority to provide for the maintenance, support, and direction of The University of Texas by Article VII, Section 10, of the Texas Constitution, has delegated the power and authority to administer The University of Texas System to the Board of Regents in broad terms. (See Sections 65.11 et. seq. Texas Education Code.) Texas cases construing these statutes have held that the Board of Regents has wide discretion in exercising its power and authority and that the rules adopted by the Board of Regents have the same force as statutes. Foley v. Benedict, 122 Tex. 193, 55 S.W. 2d 805 (1932); Rainey v. Malone, 141 S.W. 2d 713 (Tex. Civ. App., 1940, no writ history); Morris v. Nowotny, 323 S.W. 2d 301 (Tex. Civ. App., 1959, writ refused, n.r.e.; cer. den., 361 U.S. 889, 80 S.Ct. 164, 4 L.Ed. 2d 124). The System's lands and buildings are state property subject to the control of the Board of Regents as the state's agent. Splawn v. Woodard, 287 S.W. 677 (Tex. Civ. App., 1926, no writ history); Walsh v. University of Texas, 169 S.W. 2d 993 (Tex. Civ. App., 1942, writ refused).
- Sec. 2. Composition. --The Board of Regents (hereinafter sometimes referred to as "Board") is composed of nine members appointed by the Governor, with the advice and consent of the Senate, for staggered terms of six years each, the terms of three members expiring on January 10th of odd-numbered years.
- Sec. 3. Chairman of the Board.
- 3.1 Election of Chairman. --The Chairman of the Board shall be elected by the Board from its number, shall serve at the pleasure of the Board, and shall report and be responsible to the Board. In case of the death, resignation, disability, removal, or disqualification of the Chairman, the Board shall elect a successor Chairman as soon as practicable. In no event shall a Board member serve as Chairman for more than 24 consecutive months without submitting his or her resignation as Chairman, but such member shall be eligible for re-election as Chairman.
- 3.2 Duties of the Chairman. --The duties and responsibilities of the Chairman shall include the following:
- 3.21 The Chairman shall preside over the meetings of the Board.
- 3.22 The Chairman shall be authorized to call special meetings of the Board, as herein provided.

- 3.23 Except for the Executive Committee, which shall be composed of the Chairman and the two Vice-Chairmen, the Chairman shall appoint the standing and special committees of the Board.
- 3.24 The Chairman shall be an ex officio member of all committees of the Board.
- 3.25 The Chairman shall sign, with the Executive Secretary attesting, any bonds, contracts or other documents or instruments which the Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board to some other officer, official or agent of the System.

Sec. 4. Vice-Chairmen of the Board. -- Two Vice-Chairmen of the Board shall be elected by the Board from its number when the Chairman is elected and shall serve at the pleasure of the Board. At the election, the Board shall designate which Vice-Chairman shall assume the duties of Chairman in case of the absence, death, resignation, disability, removal, or disqualification of the Chairman. In case of the absence, death, resignation, disability, removal, or disqualification of the Chairman, the designated Vice-Chairman shall perform the duties of the Chairman until the Chairman shall resume his or her office or a successor Chairman shall have been elected as herein provided. In case of the absence, death, resignation, disability, removal, or disqualification of both the Chairman and the designated Vice-Chairman, the other Vice-Chairman shall perform the duties of Chairman until the Chairman or designated Vice-Chairman shall resume his or her office or a successor Chairman shall have been elected as herein provided. Upon the death, resignation, disability, or removal of a Vice-Chairman, the Board shall elect a successor Vice-Chairman as soon as practicable.

Sec. 5. Officers in the Office of the Board of Regents.

5.1 Executive Secretary to the Board. -- The Executive Secretary to the Board is the principal officer to the Board in the administration of the responsibilities of the Office of the Board of Regents and the principal staff officer to each member of the Board of Regents in the discharge of his or her responsibilities. In addition to the specific duties and responsibilities set forth in Section 5.3 of this Chapter the Executive Secretary to the Board shall advise and counsel with the Board regarding the design and implementation of policies and procedures by which the Board of Regents may more effectively fulfill its responsibilities regarding the governance and management of The University of Texas System.

- 5.2 Appointment.--At the meeting at which the Chairman and Vice-Chairman of the Board are elected, the Board shall elect an Executive Secretary who is not a member of the Board and who shall receive such compensation and have such staff as may be fixed by the Board. The Executive Secretary shall report and be responsible to the Board. The Executive Secretary shall serve subject to the pleasure of the Board and may be removed by the Board at any time. Upon the death, resignation, disability, removal, or disqualification of the Executive Secretary, the Board shall elect a successor Executive Secretary as soon as practicable.
- 5.3 Duties and Functions.--The duties and functions of the Executive Secretary shall include the following:
- 5.31 The Executive Secretary shall supervise the Office of the Board of Regents.
- 5.32 Meetings.--The Executive Secretary shall make preparations, including regental travel arrangements, for all meetings of the Board and its committees.
- 5.33 The Agenda.--Under the direction of the Chairman of the Board or the Chairman of a standing committee, the Executive Secretary shall prepare and distribute the Agenda and necessary supporting documentation for all meetings of the Board and its committees.
- 5.34 Open Meetings Act.--Under the direction of the Chairman of the Board or the Chairman of a standing committee, the Executive Secretary shall post notices of all meetings, and the subject matter thereof, as may be required under law.
- 5.35 Minutes.--The Executive Secretary shall record, prepare, and index the official Minutes of the Board and its committees and shall distribute copies thereof, including the annual budgets, to members of the Board and to other persons on the approved list. The official copy of the Minutes of the Board and its committees shall be kept in the Office of the Board of Regents, and certified excerpts from these Minutes shall be prepared by the Executive Secretary.
- 5.36 Documents.--The Executive Secretary shall keep on file in the Office of the Board of Regents all official documents, correspondence, and proceedings of the Board and its committees.
- 5.37 Seal.--The custody of the official seal of the System shall be with the Executive Secretary. The Executive Secretary shall affix such official seal to, and attest, all documents executed in the name of the Board and requiring attestation.

- 5.38 Rules and Regulations.--The Executive Secretary shall be charged with the responsibility of keeping current the Official Copies of the Regents' Rules and Regulations, and furnishing to members of the Board and the administrative officers on the approved list any changes or additions as soon as possible after the meeting at which they are finally adopted.
- 5.39 Reports.--As directed by the Board, the Executive Secretary shall:
- 5.391 define and establish routine reporting mechanisms, including;
 - 5.3911 determining the Board's information requirements;
 - 5.3912 structuring reporting procedures; and
 - 5.3913 gathering and summarizing reports and data for presentation to the Board on a routine basis; and
 - 5.392 prepare special reports, including;
 - 5.3921 requesting and gathering data from System Administration and component institutions;
 - 5.3922 conducting necessary analyses of data; and
 - 5.3923 summarizing facts and presenting reports for the Board's consideration.
- 5.3(10) Other Duties.--In addition, the Executive Secretary shall perform such functions and have such other duties and responsibilities as may be assigned to the Executive Secretary to the Board or as are usual and customary to the position of Executive Secretary and which assist the members of the Board in the discharge of their official duties.

5.4 Assistant Secretary to the Board.

- 5.41 The Assistant Secretary to the Board shall be appointed by the Executive Secretary to the Board with the concurrence of the Board of Regents and shall have such duties and responsibilities as shall be delegated by the Executive Secretary to the Board.
- 5.42 Upon the temporary absence of the Executive Secretary to the Board or upon the death, resignation, disability, or removal of the Executive Secretary to the Board, the Assistant Secretary to the Board will fulfill the duties of the Executive Secretary until such time as the Board shall elect a successor.

Sec. 6. Meetings of the Board and Standing Committees of the Board.

- 6.1 Regular Meetings of the Board. --Regular meetings of the Board shall be held at such times and places as the Board shall designate. Unless otherwise determined in advance by the Board, all regular meetings shall be held in Austin.
- 6.2 Special Meetings of the Board. --Special meetings of the Board shall be held upon the call of the Chairman, or upon the written request of three members of the Board. The Chairman shall cause written notification of the time, place, and purposes of any special meeting to be mailed to each member of the Board by the Executive Secretary at least three days before the time of the meeting.
- 6.3 Regular Meetings of Standing Committees. --Regular meetings of standing committees of the Board shall be held at such times and places as each standing committee shall designate. The Chairman of each standing committee shall coordinate the times and places of regular meetings through the Office of the Board of Regents in order to avoid conflicts due to overlap in membership. Unless otherwise determined in advance by the standing committee, all regular meetings shall be held in Austin.
- 6.4 Special Meetings of Standing Committees. --Special meetings of standing committees shall be held upon the call of the Chairman of the Committee, upon the call of the Chairman of the Board, or upon the written request of two members of the committee. The Chairman of the standing committee shall cause written notification of the time, place, and purposes of any special meeting to be mailed to each member of the Board by the Executive Secretary at least three days before the time of the meeting.
- 6.5 Official Business. --No business other than that placed on the Agenda and noticed as required by law shall be officially transacted at a meeting of the Board or its committees.

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) Finance and Audit Committee; (c) Academic Affairs Committee; (d) Health Affairs

Committee; (e) Buildings and Grounds Committee; (f) Land and Investment 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 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.
- 7.15 Duties of the Finance and Audit Committee. --The Finance and Audit Committee shall:
- 7.151 Consider and make recommendations to the Board on all matters relating to the business and administrative management of The University of Texas System Administration and each component institution of the System.

- 7.152 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.
- 7.153 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 Office of the Chancellor in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.154 Propose to the Board all appropriations of funds and all modifications of or additions to such appropriations.
- 7.155 Following consultation with the Academic Affairs Committee and the Health Affairs Committee, recommend to the Board matters which commit the University System or any component thereof to operating expenditures in future fiscal years.
- 7.156 Counsel with the Office of 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.
- 7.157 Recommend to the Board all administrative funds and compensation for the Office of the Chancellor and System Administration and the rates of professional compensation.
- 7.158 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.
- 7.159 Obtain, review, and report to the Board on all State, System Administration, and institutional audit reports.
- 7.15(10) Exercise supervision over post-auditing activities related to the conduct and administration of the System and component institutions.
- 7.15(11) Transmit to the Chancellor, subject to the prior approval of the Board, such instructions as it deems necessary for the enforcement of sound accounting and auditing practices.
- 7.15(12) Initiate System Administration and institutional audits as deemed necessary to ensure management control

- within The University of Texas System. (In this regard, the Chairman of the Finance and Audit Committee shall have direct access to the person who occupies the position of chief auditor of the System.)
- 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 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 Audit Committee matters which commit the general academic institutions to operating expenditures in future years.
- 7.165 Consider and recommend to the Finance and Audit Committee the annual operating budgets of the general academic institutions, including rates of compensation.
- 7.166 Consider and recommend to the Finance and Audit Committee biennial submissions of appropriation requests to the Legislative Budget Board and to the governor as prepared by the Office of the Chancellor in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
- 7.167 Counsel with the Office of 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 Office of 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 Office of 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.
- 7.17 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, instruction, and research.
 - 7.172 Recommend to the Finance and Audit Committee on matters which commit the health-related institutions to operating expenditures in future years.
 - 7.173 Consider and recommend to the Finance and Audit Committee the annual operating budgets of the health-related institutions, including rates of compensation.
 - 7.174 Consider and recommend to the Finance and Audit Committee biennial submissions of appropriation requests to the Legislative Budget Board and to the governor as prepared by the Office of the Chancellor in accordance with Section 6 of Chapter II of Part Two of these Rules and Regulations.
 - 7.175 Counsel with the Office of 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 Office of the Chancellor and recommend to the Board the 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 institutions and the acceptance, use, and allocation of such gifts and endowments including recommendations on 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 Office of 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.
- 7.18 Duties of the Buildings and Grounds Committee. -- The Buildings and Grounds 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 concurrence of the Finance and Audit 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 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.
 - 7.192 Consider and make recommendations on all matters relating to management of the lands constituting the permanent endowment of the University.
 - 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 Office of the Chancellor and recommend Board action with respect to any recommendations by the Chancellor related to the appointment, promotion, and dismissal of such System officers as are responsible for managing the lands and 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 the Commissioner of the General Land Office on the Board for Lease of University Lands, an agency of the State of Texas. Neither of such appointees shall be employed either directly or indirectly by any oil or gas company nor shall be an officer or attorney for any oil or gas company. With the knowledge and direction of the Chancellor, the Board for Lease shall receive the assistance and cooperation of the Vice Chancellor for Lands Management and his staff.
- 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 Executive Session of the Board.
- 8.23 Special Items:
- (a) Office of the Chancellor
 - (b) Chief administrative officers of the component institutions
 - (c) Members of the Board
- 8.24 Consideration of approval of items contained in reports of standing committees.
- (a) Executive Committee
 - (b) Finance and Audit Committee
 - (c) Academic Affairs Committee
 - (d) Health Affairs Committee
 - (e) Buildings and Grounds Committee
 - (f) Land and Investment Committee
- 8.25 Consideration of items referred directly to the Board.
- 8.26 Reports of special committees.
- 8.3 Open and Closed Meetings. --Meetings of the Board shall be open to the press and the public, unless otherwise determined by the Board, in accordance with law.
- 8.4 Matters to be Referred to Committees. --The Chairman of the Board in consultation with the Executive Secretary to the Board and appropriate committee chairmen shall make appropriate referrals to standing committees. On all matters for the consideration of the Board originating in the Office of the Chancellor, the Office of the Chancellor shall include a recommendation as to the standing committee to which the matter should be referred. Insofar as it is practicable, all subjects and matters requiring Board action shall be referred to the appropriate standing committee for consideration and recommendation before action is taken thereon by the Board.
- 8.5 Communications by and to the Board.
- 8.51 Members of the Board of Regents are to be permitted access to such personnel and information as in their individual judgements will enable them to fulfill their duties and responsibilities as Regents of The University of Texas System. It is

the responsibility of each Regent to be knowledgeable in some detail regarding the operations, management, finances, and effectiveness of the academic, research, and public service programs of The University of Texas System, and members of the Board have the right and authority to inform themselves as to their duties, responsibilities and obligations in such a manner as they may deem proper. The regular channel of communication from members of the Board to the faculty, staff and administration is through the Office of the Chancellor and the chief administrative officer of the institution involved, and a copy of any communication sent by a Regent directly to any member of the faculty, staff or administration should be furnished to the Office of the Chancellor and the chief administrative officer of the institution involved; however, individual Board members are not precluded when they deem it necessary and proper from direct participation and communication with the chief administrative officers, representatives, and personnel of The University of Texas System Administration and its component institutions, faculty members and other groups. All staff and faculty proposals that are to be acted upon by the Regents shall be presented to the Office of the Chancellor in sufficient time to permit that office to consider such proposals, make recommendations thereon, and transmit them to the Executive Secretary to the Board no later than seventeen days prior to the next meeting of the Board, in order that the calendar, agenda, and supporting material may be prepared in time to mail to the members of the Board so they will receive it at least five days prior to the meeting. Except where emergency proposals are involved, all such proposals not submitted to the Executive Secretary within the time prescribed shall not be considered by the Board but shall automatically be deferred until the next meeting of the Board.

- 8.52 Except upon invitation of the Board, the Chairman of the Board or the Office of the Chancellor, no person shall appear before the Board or any committee thereof unless he shall file with the Executive Secretary to the Board a written request for such appearance at least ten days before the date of such appearance and unless the Chairman of the Board, or a majority of the whole Board, shall approve the request; provided, however, that the chief administrative officer, or his delegate, and/or the president of the students' association, or his delegate, of any component institution, without prior notice or

request but subject to such time limitation as may be prescribed by the Chairman or a majority of the Board (or by the chairman or a majority of the committee), may appear before the Board or any committee thereof whenever the matter under consideration by the Board or committee directly affects the component institution represented by such chief administrative officer and/or student president. Whenever time and other circumstances permit, the president of the students' association, or his delegate, of such component institution, shall consult with the chief administrative officer, or his delegate, of such institution regarding said "matter under consideration" prior to the meeting of the Board or committee. Insofar as possible, any person who appears before the Board pursuant to the ten-day notice provision or without notice pursuant to the provisions of this paragraph shall provide a written statement of the substance of such person's presentation to the Board, and, insofar as possible, such written statement shall be delivered to the Executive Secretary to the Board in sufficient time for copies to be distributed to the Regents prior to the meeting.

- 8.53 All official material to be distributed to the Regents shall be transmitted through the Office of the Board. Copies of all official communications from administrative officers to the Regents shall be sent to the Executive Secretary. Communications from the Office of the Chancellor shall be exempt from this requirement but in such cases information copies shall be furnished to the Executive Secretary.
- 8.54 A docket, to be entitled "Docket No. _____ of the Office of the Chancellor," composed of routine matters arising from System Administration and the component institutions, which are required to be reported to and/or approved by the Board in accordance with established policies of the Board, shall be prepared as directed and approved by the Office of the Chancellor. All docket items from the component institutions must be received in the Office of the Chancellor not less than twenty-one days prior to the next regular scheduled meeting for inclusion on the docket for that meeting. The Docket of the Office of the Chancellor shall be distributed by the Executive Secretary to all members of the Board ten days before the Board convenes, together with a ballot to be returned seven days thereafter. The ballot will read: "Approved, except as to the following items:" with space provided for listing the excepted items. All items not excepted by any Regent will be approved by the Board at its next meeting, without detailed consideration. Any excepted item listed by any Regent will

be deferred and will be processed through the appropriate standing committee for consideration at the first regular meeting of the Board following action of the item by the appropriate standing committee.

- 8.55 Except for communications from the Office of the Chancellor and the Executive Secretary to the Board, all communications to the Board from members of the faculty and staff should be in writing. The regular channel of communication from the faculty, staff, and administration to the Board is through the chief administrative officer of the institution involved and the Office of the Chancellor. A copy of any communication sent directly to a Board member should be furnished to the Office of the Chancellor and to the chief administrative officer of the institution involved. A description of all matters to be considered by the Board or a standing committee of the Board at any meeting shall be mailed or delivered to each member of the Board or to each member of the appropriate standing committee of the Board and to the Office of the Chancellor at least five days in advance of the meeting at which they are to be considered, and insofar as possible, such material shall be mailed or delivered to each member of the Board or to each member of the appropriate standing committee of the Board and the Office of the Chancellor at least ten days in advance of the meeting. Each such matter shall be accompanied by a summary of the facts pertaining thereto, the need for action thereon, and the recommendations of the Office of the Chancellor. Where contractual awards are involved, the summary shall show the method of competition, if any, the names and offers of all interested parties, and generally sufficient information to show the reasons for and fairness of each transaction. The recommendations of the Office of the Chancellor shall state whether or not they are fully concurred in by any institutional head involved, and if not, the views and recommendations of the institutional head shall be included. Any matter not sent to the members of the Board or the members of a standing committee of the Board, documented as herein provided, at least five days in advance of the meeting at which it is to be considered, shall go over to the next meeting for consideration; provided, however that if sufficient emergency exists requiring immediate action and it appears that the delay was unavoidable, this requirement may be waived by a two-thirds vote of the Board or a standing committee of the Board.

- 8.6 Report to Press on Actions of Board. --Matters of public interest will be given as promptly as possible after each meeting to the press. These press reports shall be under the direction of the Chairman of the Board, the Chancellor or their designated representative.

8.7 **Political and Otherwise Obviously Controversial Matters.** --The Board reserves to itself the responsibility for passing upon matters of a political or obviously controversial nature which represent an official position of the System or any institution or department thereof. Statements on such matters shall be made by the Chairman of the Board or the Chancellor. Without the advance approval of the Board, no Regent, officer, or faculty or staff member shall make or issue any public statement on any political or other subject of an obviously controversial nature which might reasonably be construed as a statement of the official position of the System or any institution or department thereof. It is not the intent of this policy statement to stifle the right of freedom of speech of anyone speaking in a personal capacity where he makes it clear that he is not speaking for the System or any of its component institutions. Statements on matters of an emergency nature shall be cleared by the Chancellor with the Chairman of the Board.

Sec. 9. Executive Associate for Economic Affairs.

- 9.1 The Executive Associate for Economic Affairs is a staff officer of the System. He 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 Director for Investments and Trusts regarding plans and studies.

System Administration; and each such officer directly reports to and is responsible to the Vice Chancellor for Business Affairs (except the Director of Accounting who reports as specified in Part One, Chapter II, Sec. 3.742 of these Rules and Regulations.)

2.63 The Director of the Institute of Higher Education Management directly reports to and is responsible to the Vice Chancellor for Academic Affairs.

2.64 The Manager of University Lands - Oil, Gas and Mineral Interests and the Manager of University Lands - Surface Interests are administrative officers of the System Administration and directly report to the Vice Chancellor for Lands Management.

2.7 Appointment and Tenure of Officers.

2.71 The Chancellor, the Executive Vice Chancellor for Academic Affairs, and the Executive Vice Chancellor for Health Affairs, shall be elected by the affirmative vote of a majority of the Regents in office and shall hold office without fixed term, subject to the pleasure of the Board.

2.72 All other executive and administrative officers of the System and System Administration shall be appointed by the Board after nomination by the Chancellor or the appropriate Executive Vice Chancellor. Officers so appointed shall not have tenure by virtue of their respective offices. They shall hold office without fixed term, subject to the pleasure of the Chancellor or the appropriate Executive Vice Chancellor. Their actions concerning such officers are in turn subject to review and approval by the Board.

2.8 Staff and Line Functions of Officers.

2.81 Staff Function. Each officer of System Administration shall be responsible for planning and policy formulation in his particular field as delegated by the officer to whom he reports and shall serve as adviser in his area to the officer to whom he reports. In addition, with the knowledge of the officer to whom he reports, he shall advise and consult with other members of System Administration and with the officials of the component institutions in his particular area of responsibility.

2.82 Duties. Officers of the System Administration shall have such duties as shall be assigned to them by the officer to whom they report, and as the personal representatives of such officers, they may be assigned specific executive responsibilities for carrying out administrative policies.

CHAPTER III

PERSONNEL

Sec. 1. Appointments.

- 1.1 The Board, upon the recommendation of the Office 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 Office of the Chancellor, or through that office, 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 nominating them to the Office of the Chancellor and the Board, or 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 conduct or views are not exemplary; and the Board may inquire, or authorize inquiry, into family history, health, and personal and moral character of such person.
- 1.5 As provided in the Constitution of the State of Texas, Article I, Section 4, and by statute, no religious qualification shall be required for appointment to any office or position connected with the System or any component institution thereof.
- 1.6 There shall be full compliance with statutory provisions requiring notification to employees.
- 1.7 Each component institution may require X-rays of the chest for applicants to be employed in regular positions. Employees

Section 6.7 of this Chapter of the Regents' Rules and Regulations. If a component determines that it is to the benefit of the institution, it may offer reappointment to an adjunct faculty member.

(c) Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor and Clinical Instructor. These titles may be used by the components to designate regular part-time service on the faculty while involved in a health professions clinical experience program. Appointments to the faculty with a clinical title may be with or without pay and shall be for a period of time not to exceed one academic year. Such appointments shall terminate upon expiration of the stated period of appointment without the notification of nonrenewal required by Section 6.7 of this Chapter of the Regents' Rules and Regulations. If a component determines that it is to the benefit of the institution, it may offer reappointment to a clinical faculty member.

(d) Professor Emeritus and Associate Professor Emeritus. One of these titles may be given to a retired faculty member or in anticipation of the retirement of a faculty member, effective upon his retirement. The conferring of one of these titles is not automatic upon retirement and is conferred in accordance with procedures developed at the institution and upon approval by the chief administrative officer of the component institution.

1.85 Any person holding a position of Research Scientist, Research Associate, Research Assistant, or (in the health units) other appropriate research title, will be under the classified personnel system, unless special approval has been granted by the chief administrative officer of the institution to designate him as an unclassified employee in such a position.

1.86 Any faculty member who is awarded the Nobel Prize or who has in the past been awarded the Nobel Prize may, upon recommendation of the chief administrative officer of the component institution and the Office of the Chancellor, be given the title Regental Professor. Because of the great honor associated with the award of a Nobel Prize, institutional tenure is awarded to Regental Professors by virtue of the appointment to this rank.

1.87 The following titles, which have been used in the past, shall not be used in the future:

- (a) System Professor
- (b) University Professor

- 6.(11) Dismissal or demotion of classified or nonteaching personnel before the expiration of the stated period of appointment will be only for good cause shown, as determined by appropriate administrative officers to whom this responsibility is delegated by the chief administrative officer of the component institution and in case of such dismissal or demotion any appeal shall be reviewed by the chief administrative officer of the component institution.
- 6.(12) 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 of The University of Texas System. 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.
- 6.(12)2 The committee will review and assess the academic programs of the institution and identify those academic positions that may be eliminated with minimum effect upon the degree programs that should be continued. The review will include, but not be limited to, an examination of the course offerings, degree programs, supporting degree programs, teaching specialties, and semester credit hour production.
- 6.(12)3 Upon determining that one or more academic positions in a degree program or teaching specialty should be eliminated, the committee will recommend the particular position or

long as such political activities do not involve the System or its component institutions in partisan politics (See Section 7.3). With the interest of the System or its component institutions being given first consideration, a leave of absence without pay may--but need not--be granted to a member of the faculty or staff (See Section 16). However, it would be inappropriate for a leave of absence without pay to be granted primarily to permit a member of the faculty or staff of the System or its component institutions to participate in political activity, including, but not limited to, being a candidate for political office, holding a political office, or directing the political campaign of another person seeking a political office. Therefore, if a member of the faculty or staff wishes to engage in political activity that interferes with the discharge of the duties and responsibilities that he owes to the System or any of its component institutions, he should voluntarily terminate his employment by the institution. On the other hand, if the faculty or staff member does not voluntarily terminate his employment by the institution and if the faculty or staff member's superior officer, such as the institutional head, the Chancellor, an Executive Vice Chancellor, or the Board, finds that the faculty or staff member's political activity does in fact interfere with the discharge of the duties and responsibilities that he owes to the System or any of its component institutions, the institutional head, the Chancellor, an Executive Vice Chancellor, or the Board shall terminate his employment by the institution.

Sec. 8. The Greater Duties of a Member of the Teaching Staff.

- 8.1 Common practice has fixed the greater duties of a member of the teaching staff so clearly that many institutions do not even list them among their regulations. They are:
 - 8.11 Teaching in the classroom, laboratory, seminar, or ward.
 - 8.12 Studying, investigating, discovering, and creating.
 - 8.13 Performing curricular tasks auxiliary to teaching and research, e.g., serving on faculty committees, attending to administrative and disciplinary tasks, promoting diligence and honest work in the student body.
 - 8.14 Influencing beneficially students and citizens in various extracurricular ways.
- 8.2 Performance as a teacher, as a scholar, as an administrator, and as an individual is valued greatly by any university, for in these four ways its work is chiefly done.

- 8.3 A state university being a public enterprise of maximum social importance, it is the duty of all persons connected with it to be as civic-minded as possible. It is also a duty to cooperate with the Board in carrying out the purposes and policies of the Board which are deliberately considered, usually by both the Board and the several faculties, in accordance with law and designed to attain the best educational results with the resources available. The Regents and all administrative officers are entitled to the cheerful acquiescence of all staffs in carrying out the policies duly adopted. At the same time, administrative officers are expected to listen with an open and appreciative mind to criticisms and suggestions coming to them from members of their staffs.

Sec. 9. Acquaintance with, Conformity to, Availability and Improvement of Regulations.

- 9.1 It is a specific and important duty of each member of the several teaching staffs to become acquainted with and to conform to all the rules and regulations relating to him and to the proper and orderly discharge of his work that are to be found set forth in both these Regents' Rules and Regulations and the institutional Handbook of Operating Procedures; in catalogues, announcements of courses, and other official publications; in printed or other material regularly prepared for the use of the staff; and in minutes of the faculties. To this end, copies of the Regents' Rules and Regulations, Part One, and the official institutional Handbook of Operating Procedures shall be reproduced by the chief administrative officer and distributed and located on his campus as considered appropriate by the chief administrative officer. The chief administrative officer shall have one copy of the Rules and Regulations and the institutional Handbook of Operating Procedures available at an appropriate location in his office for ready reference. In addition, he shall distribute a copy of these two documents to the secretary to the faculty or representative faculty body at his institution. The official, current copy of the Regents' Rules and Regulations is maintained by the Executive Secretary to the Board.
- 9.2 It is also the specific duty of each member of the teaching staffs to consider the regulations and the routines in conforming to them and to propose what seem to be desirable changes in these regulations and routines to the appropriate faculty or official.

Sec. 10. Communications, Appeals, and Hearings.

- 10.1 Every member of a teaching staff has the right to propose changes in policies and procedures and to present arguments in support thereof.
- 10.11 Proposals should originate and follow routines as prescribed elsewhere in the Regents' Rules and Regulations or in the institutional Handbook of Operating Procedures.
- 10.12 When a proposal has been approved or amended by the appropriate institutional officials, faculties, and head of the component institution, it shall then go to the Office of 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 institutional head, 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 institutional head, and this appeal, accompanied by reasons for and against the proposal, shall go through the prescribed administrative channels and shall be presented to the Office of the Chancellor and thence to the Board for final action. The deans and other institutional officials, the component institutional head, the Office of 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.
- 10.3 Appeals of classified (nonteaching) employees concerning conditions of employment must be made in keeping with the rules governing such employees.

Sec. 11. Communication 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.

Sec. 12. Office Hours. --Members of the teaching staffs are expected to post on their office doors, and publish in any other manner required by the institutional head, office hours and conference periods most advantageous to students.

Sec. 14. Holidays.

- 14.1 All faculty, classified and other nonteaching personnel are entitled to such holidays as are provided by the Legislature in the then current appropriation bill and as are approved annually by the Office of the Chancellor and the Board, or alternate holidays approved in the official calendars of the various institutions by the Office of the Chancellor and the Board. (See the Classified Personnel rules in the institutional Handbook of Operating Procedures.)

Sec. 15. Vacation.

- 15.1 Vacations for faculty, classified and other nonteaching personnel shall be as provided by the Legislature in the then current appropriation bill and as approved by the Board, except that vacation accumulated by faculty on nine-month appointments shall be counted as having been taken during periods when classes are not in session within the appointment period. Vacations for hourly and part-time employees shall be on a percentage basis for the time appointed. (See the Classified Personnel rules in the institutional Handbook of Operating Procedures.)
- 15.2 An employee who resigns, is dismissed, or separates from University employment shall be entitled to be paid in "lump sum" for all vacation leave entitlement duly accrued at the date of termination provided the employee has had continuous employment with the State for six months. The payment shall be calculated at the rate of compensation being paid the employee at the time of termination.
- 15.3 In the case of death of an employee who has accumulated vacation leave, his estate will be paid for all accumulated vacation leave. The payment shall be calculated at a rate of compensation being paid the employee at the time of his death.

Sec. 16. Leaves of Absence without Pay.

- 16.1 With the interest of the institution being given first consideration and for good cause, leaves of absence without pay may be granted for a period within the term of appointment of a member of any faculty or staff.
- 16.2 The maximum unit period for which a leave of absence will be granted is the end of the fiscal or academic year in which the leave begins. In normal times, leaves for one year will be granted liberally, provided the department so recommends and can supply satisfactory replacements.

19.3 In the case of death of an employee who has accumulated sick leave, the estate will be paid for the accumulated sick leave as permitted by law. The payment shall be calculated at the rate of compensation being paid the employee at the time of death.

Sec. 20. Leave for Jury Duty. --Necessary time off for jury duty is allowed without loss of pay or vacation leave.

Sec. 21. Absence from Usual and Regular Duties.

21.1 Authorization for any member of a faculty or staff to be absent from his usual and regular duties will be granted only under the following conditions:

21.11 When such absence is on State business, and

21.12 When appropriate provisions are made to carry on the duties of the absent person without additional expense to the institution; or

21.13 In the case of military leave, not to exceed 15 working days each year.

21.2 Permission to be absent from usual and regular duties shall be obtained as prescribed in the Fiscal Rules (See Part Two hereof).

Sec. 22. Authorization to Travel.

22.1 Authorization to travel will be granted only under the conditions specified in the Fiscal Rules (See Part Two hereof).

22.2 A faculty or staff member whose usual duties do not require travel shall not absent himself from his regular place of work and his usual duties except with permission obtained according to the Fiscal Rules (See Part Two hereof).

Sec. 23. Compensation for Correspondence and Extension Teaching of Full-Time Staff Members. --Compensation rates for correspondence courses and extension center teaching for full-time teachers on a nine months' basis or for other employees on a twelve months' basis shall be in accord with rates fixed by the then current appropriation bill. If not so fixed, they shall be set from year to year by the institutional head with the approval of the Office of the Chancellor.

Sec. 24. Textbooks and Other Materials Prescribed for the Use of Students.

24.1 The policy of the Board concerning textbooks and other materials prescribed for the use of students is as follows:

24.11 Although generally the individual instructor or the department should have wide discretion in the choice of materials

been officially conferred in advance by the Board. Any action which attempts to change the policies or otherwise bind the System or any of its component institutions, taken by any individual or any association or agency, shall be of no effect whatsoever until the proposed action has been approved by the institutional head concerned, if any, and the Office of the Chancellor, and ratified by the Board.

Sec. 30. Institutional Employees as Students. -- The Handbook of Operating Procedures for each of the component teaching institutions shall express the institutional policy as to the amount of course work full-time and part-time employees shall be permitted to carry.

Sec. 31. Retirement and Modified Service.

- 31.1 No officer, administrator, faculty member, or employee of The University of Texas System or of any component institution or agency thereof shall be continued in a full-time service capacity or at a full-time compensation rate beyond the end of the fiscal year that includes his or her seventieth birthday.
- 31.2 The Board of Regents, upon the recommendation of the Office of the Chancellor and, when appropriate, the chief administrative officer of the affected component institution, may appoint an officer, administrator, faculty member, or employee to modified service after the end of the fiscal year that includes the person's seventieth birthday.
- 31.3 Recommendation for, and appointment to, modified service shall be made only after a review of the individual's past and current performance and a finding that the individual is not only competent to continue his or her duties, but that the continued service of the individual will result in a significant benefit to the System or a particular component institution.
- 31.4 Appointment to modified service shall be for one academic year and may be renewed for successive terms of one academic year after an annual review, recommendation, and finding as set forth in Subsection 31.3. The notice provisions of Section 6.8 of this Chapter shall not apply to nonrenewal of such appointments.
- 31.5 The workload of an individual on modified service shall be no more than one-half of his or her workload immediately preceding appointment to modified service. Salary rate shall be in the same proportion of his or her salary rate for the fiscal year immediately preceding appointment to modified service as his or

her workload is to a full-time workload and shall be subject to adjustment in accordance with policies and procedures applicable to other employees.

- 31.6 Upon recommendation of the Office of the Chancellor and, when appropriate, the chief administrative officer of the affected component institution, the Board of Regents may, by unanimous vote of the members present, make exceptions to this Section in special cases when the Board finds that the services of a particular individual will be of unique benefit to the System or a component institution.

Sec. 32 Faculty and Staff Organizations.

- 32.1 Each component institution shall adopt procedures for the registration of faculty and staff organizations at that institution. The period of registered status of an organization shall not exceed one academic year and such status shall automatically terminate at the end of each academic year; provided, however, an organization previously registered as a faculty or staff organization may apply for and be granted registration for subsequent periods of one academic year if it meets all applicable criteria in effect for the period for which registration is sought.
- 32.2 A registered faculty or staff organization shall be subject to all applicable rules and regulations of the component institution and The University of Texas System. Action taken by or on behalf of a registered faculty or staff organization that results in a violation of such rules and regulations is subject to disciplinary action which may result in the suspension or revocation of the registered status of the organization.
- 32.3 No organization may become registered or remain registered at a component institution as a faculty or staff organization unless the membership of the organization is restricted to the faculty or staff of that component institution.
- 32.31 At the time of application for registration and at the beginning of each semester that an organization is registered as a faculty or staff organization, each such organization shall file with the appropriate officer at the component institution an affidavit

recommendation of the appropriate institutional head(s) and the Office of the Chancellor. The faculty affected will be notified by the Board, through administrative channels, of its action on recommended faculty legislation.

- 2.3 When Legislation is Effective. --Except where the Board has specifically authorized procedure for placing into effect emergency faculty legislation without prior Board approval, institutional faculty legislation shall become effective only upon approval by the Board or at such later time as the Board shall specify. The secretary of the institutional faculty shall be notified of Board action, and notice of such action shall be included in the official minutes of the faculty.
- 2.4 Approval of Degree Candidates. --It shall be the duty of the several institutional faculties to recommend approval or disapproval of all candidates for degrees. This duty may be delegated for any academic year by affirmative vote of the institutional faculty, or its legislative body, to the respective deans or other appropriate official. Should this duty not be delegated, then the institutional registrar, or his equivalent, shall furnish to the members of the institutional faculty a complete list of the degree candidates for recommendation.
- 2.5 List of Degree Candidates in Minutes. --The institutional registrar, as soon as possible after each commencement, shall provide the secretary of his institutional faculty, or its legislative body, with a complete list of all successful degree candidates, and the secretary shall insert the list in the minutes of the faculty.
- 2.6 Changes in Degree Requirements. --Changes in degree requirements shall not become effective until approved by the Board and published in the appropriate catalogue; provided, however, that students may be given the benefit of any action reducing or modifying the requirements for their degree immediately upon Board approval.
- 2.7 Faculty Minutes. --Copies of institutional faculty minutes, or of their legislative bodies, shall be available for use of members of the particular faculties individually, if desired; and shall be filed in the office of their secretaries, the institutional heads, the appropriate Executive Vice Chancellor, and the Executive Secretary to the Board and in the institutional libraries.

CHAPTER V

GRADUATE EDUCATION IN THE UNIVERSITY OF TEXAS SYSTEM

- Sec. 1. The various component institutions of the System authorized to offer graduate degrees shall provide and maintain an appropriate faculty and administrative organization for such graduate degrees. The chief administrative officer of each component institution of the System shall be responsible to the Office of the Chancellor, and through it, to the Board for policies and administration of the graduate programs.
- 1.1 "Graduate programs," as the term is used in these rules, does not include the programs that lead to the M.D., D.D.S., M.P.H., Dr. P.H., J.D., LL.M., and M.C.J. degrees, or others that may be excluded upon recommendation by the chief administrative officer of the component institution and concurrence by the Office of the Chancellor.
- Sec. 2. Within the general academic components, the designation "Graduate School" will be used if (a) there is a minimum of three distinct programs approved for doctoral degrees and thirty such doctoral degrees have been awarded; or (b) there is a minimum of ten distinct programs approved for master's degrees and fifty master's degrees have been awarded. In component institutions that do not meet these requirements, graduate study will be in a "Division of Graduate Studies."
- Sec. 3. Graduate programs in the health components shall be administered as follows:
- 3.1 In the Health Science Centers at Dallas, Houston, and San Antonio and at Galveston Medical Branch the graduate programs will be administered through a Graduate School of Biomedical Sciences.
- 3.2 In the Nursing Schools of component institutions, graduate education will be administered as specific graduate programs coordinated by an administrative officer designated by the chief administrative officer of the component institution.
- 3.3 In the System Cancer Center research and graduate instruction will be offered in cooperation with other components which are authorized to award graduate degrees.
- Sec. 4. Component institutions which offer graduate degrees and elect an administrative organization and designations different from those

authorized above may do so only upon the recommendation of the chief administrative officer, the concurrence of the Office of the Chancellor and the approval of the Board.

- Sec. 5. The policies and procedures for staffing and administering the graduate programs at all component institutions shall be set forth in the institutional Handbook of Operating Procedures. These policies and procedures shall include qualifications for faculty members assigned to teach graduate courses, supervise graduate programs, and advise graduate students.

Where two or more components of the System are authorized to conduct joint or cooperative degree programs, the chief administrative officers of the cooperating institutions shall be authorized to establish, subject to the approval of the Office of the Chancellor, special procedures and organizations for the administration of such programs.

CHAPTER VI

STUDENT SERVICES AND ACTIVITIES

Sec. 1. General Provisions.

- 1.1 These policies and regulations apply to all component institutions of the System and shall be implemented appropriately in the Handbook of Operating Procedures for each institution.
- 1.2 When the title, "Dean of Students," appears in this chapter, reference is made to the administrator bearing that title, or the officer or officers directly responsible for student affairs at each component institution.
- 1.3 All authority held and exercised by a Dean of Students is delegated to him by the institutional head just as all authority held and exercised by an institutional head is delegated to him by the appropriate Executive Vice Chancellor. Therefore, any action taken is subject to review by the institutional head and the appropriate Executive Vice Chancellor, and both the appropriate Executive Vice Chancellor and the institutional head may approve, amend, or disapprove such action, just as the appropriate Executive Vice Chancellor may approve, amend, or disapprove any action taken by the administrative head of any component institution.
- 1.4 Any individual student, group of students, or student organization may petition the Board on any matter relating to these policies and regulations through the Dean of Students, the institutional head, and the Office of the Chancellor.
- 1.5 These policies and regulations shall become effective on December 1, 1978 and shall, at that time, supersede all other policies and regulations that may be in conflict herewith.
- 1.6 Definition of Student. --A student is one who is currently enrolled at any of the component institutions of the System. These policies and regulations will also apply to any prospective or former student who has been accepted for admission or readmission to any component institution while he is on the campus of any component institution.
- 1.7 Definition of Campus. --The campus of a component institution is defined as all real property over which that institution has possession and control.

appeal the finding, the record will be transcribed and both parties will be furnished a copy of the transcript.

3. (12) The accused student may challenge the impartiality of the Hearing Officer at any time prior to the introduction of any evidence. The Hearing Officer shall be the sole judge of whether he or she can serve with fairness and objectivity. In the event the Hearing Officer disqualifies himself/herself, a substitute will be chosen in accordance with procedures adopted by the institution.
3. (13) The Hearing Officer shall render and send to both parties a written decision which shall contain findings of facts and conclusions as to the guilt or innocence of the accused student and shall assess a penalty or penalties in accordance with the published disciplinary penalties of the institution or in accordance with the following prescribed penalties:
 3. (13)1 Disciplinary probation.
 3. (13)2 Withholding of transcript or degree.
 3. (13)3 Bar against readmission.
 3. (13)4 Restitution or reimbursement for damage to or misappropriation of institutional property.
 3. (13)5 Suspension of rights and privileges, including participation in athletic or extracurricular activities.
 3. (13)6 Failing grade.
 3. (13)7 Denial of degree.
 3. (13)8 Suspension from the institution for a period of time not to exceed one calendar year.
 3. (13)9 Expulsion from the institution for a specific period of time not less than one year.
3. (14) Within fourteen (14) days after the decision has been mailed to the parties, either or both parties may give notice of appeal to the appropriate Executive Vice Chancellor through the chief administrative officer of the institution. The decision or decisions will be reviewed at each level of such appeal upon the basis of the transcript of the hearing. Both parties may, at the discretion of the chief administrative officer or the appropriate Executive Vice Chancellor, submit oral or written arguments to support their position. In order for the appeal to be considered, all the necessary documentation to be filed by the appealing party, including written arguments, when appropriate, must be filed with the chief administrative officer within twenty-one (21) days after notice of appeal is given.
3. (15) The chief administrative officer of the institution or the appropriate Executive Vice Chancellor may approve, reject, or modify the decision in question, or may require that the original hearing be reopened for the presentation of additional evidence and reconsideration of the

decision. The action of each reviewing authority shall be communicated in writing to the accused student and the Dean of Students. The decision of the appropriate Executive Vice Chancellor shall be the final appellate review.

3. (16) Through matriculation at an institution of the System, a student neither loses the rights nor escapes the responsibilities of citizenship. Students who violate the law may incur penalties prescribed by civil authority, but institutional penalties shall not be used merely to duplicate the penalties imposed by civil authority. However, when a student violation of the law occurs on the campus of a component institution or in connection with a component institution-oriented activity, institutional penalties may be imposed regardless of whether penalties have been imposed by civil authority for the same offense.
3. (17) Since the value of an academic degree depends on the absolute integrity of the work done by the student for that degree, it is imperative that a student maintain a high standard of individual honor in his scholastic work. Scholastic dishonesty is the submission as one's own work of material that is not one's own. As a general rule, it involves one of the following acts: cheating, plagiarism, and/or collusion. Each component institution will adopt detailed regulations concerning scholastic dishonesty.
3. (18) The Dean of Students, the chief administrative officer of the institution, or the appropriate Executive Vice Chancellor may take immediate interim disciplinary action, including suspension pending a hearing, against a student for violation of a rule and regulation of the System or of the institution at which the accused is a student when the continuing presence of the student poses a danger to persons or property or an ongoing threat of disrupting the academic process.
3. (19) Each component institution shall maintain for every student who has been charged with dishonesty or other serious misconduct at such institution, a permanent written disciplinary record that shall reflect the nature of the charge, the disposition of the charge, the penalty assessed, if any, and any other pertinent information. This disciplinary record shall be separate from the student's academic record and shall be treated as confidential, and the contents shall not be revealed except upon request of the student or in accordance with applicable state or federal laws.
3. (20) Every student is expected to obey all federal, state, and local laws and is expected to familiarize himself/herself with the requirements of such laws. Any student who violates any provision of those laws is subject to disciplinary action, including expulsion, notwithstanding any action taken by civil authorities on account of the violation.

- 4.72 No registered student organization or group may have any person as a member who is not either a student or a member of the faculty or staff of the institution. Except pursuant to the provisions of Section 6.5 of this chapter, no organization or group, whether registered or not, may use any facility of any component institution of the System if it has as a member any person who is not either a student or a member of the faculty or staff of the institution.
- 4.73 At the beginning of each semester, each registered student organization or group must file with the appropriate institutional officer an affidavit stating that the organization or group does not, and will not during the semester, have as a member any person who is not either a student or a member of the faculty or staff of the institution. If an organization or group fails or refuses to file the required affidavit, or if, after such reasonable investigation as the institutional head shall deem appropriate (which investigation shall afford the accused registered organization or group every right guaranteed to it by the due process clauses of the United States and Texas Constitutions), the institutional head shall during the semester find that the affidavit is or has become false, and that the organization or group does, in fact, have as a member a person who is not either a student or a member of the faculty or staff of the institution, the institutional head shall immediately cancel the registered status of the organization or group and shall deny to the organization or group any and all privileges to which it would otherwise be entitled as a registered student organization or group.
- 4.74 No organization or group, whether registered or not, may use the facilities of any component institution as long as it owes a monetary debt to the institution and the debt is considered delinquent by the crediting institutional agency.
- 4.8 No component institution shall register any student organization or group whose actions or activities, in the opinion of the institutional head or the appropriate Executive Vice Chancellor, are inimical to the educational purpose and work of the institution.
- 4.9 A registered student organization whose registered status has been cancelled by the institutional head pursuant to Subsection 6.13 of Section 6 of this chapter or Subsection 4.73 of Section 4 of this chapter may apply for re-registration not less than six months following the date of such cancellation.

Sec. 5. Participation in Student Government.

- 5.1 Students' Associations. --Students' associations currently authorized at the component institutions of the System are hereby approved. They shall have such jurisdictions and shall exercise such powers as the Board may now or hereafter delegate to them.
- 5.11 Constitutions and Laws Approved. --The constitutions and laws of the several associations in force at the date of adoption of these Rules and Regulations are hereby approved.
- 5.12 Mode of Amending Constitutions and Laws. --An amendment to the constitution or laws of a students' association may be adopted by an association, in accordance with its constitution and laws, but the change shall not become effective until transmitted to and acted upon by the Dean of Students, the institutional head, and the Office of the Chancellor and approved by the Board.
- 5.13 Amendment or Repeal by Regents. --The Board shall amend or repeal any portion of the constitution and laws of a students' association when, in the judgment of the Board, the interests of the particular institution shall require it.
- 5.14 Amendment or Repeal by Dean of Students. --The Dean of Students shall have the power, when in his judgment the interests of the institution require it, to amend or repeal any provision in the constitution or laws of the particular association, but his action shall be in force only until the next meeting of the Board when Section 5.13, above, shall become applicable.
- 5.15 Salaried Employees Approved by Regents. --All persons officially employed on salary by or under the direct supervision of a students' association shall be subject to approval by the Dean of Students, the institutional head, the Office of the Chancellor, and the Board, both as to salary and as to qualifications.
- 5.16 Annual Financial Reports. --Every officially recognized students' association shall make annually a complete financial report to the institutional business officer, and shall make such special reports as may be called for by such business officer. A duplicate copy of each report shall be filed with the Dean of Students. Committees and administrative units of a students' association maintaining a budget in excess of \$25.00 per annum shall make such interim reports of financial condition as may be required by the Dean of Students.

- 5.2 The students' association on each campus shall be a recognized forum of student opinion.
- 5.21 When a students' association takes a position with reference to issues directly related to a component institution and its operations, its recommendations shall go through the Dean of Students, the institutional head, and the Office of the Chancellor to the Board.
- 5.22 When a students' association takes a position on non-University issues, it shall make clear the fact that it does not speak for the institution.
- 5.23 A students' association may conduct polls, initiate petitions, and/or establish forums for debate or discussion under conditions approved by the Dean of Students.
- 5.24 Officers of a students' association may so identify themselves when they express their personal views, but they shall then make it clear that they are not speaking for the institution, or for the student body, and they shall make it clear they are not speaking for the students' association unless the legislative body of that association has authorized the statement in advance.

Sec. 6. Use of University-Owned Facilities.

- 6.1 The campuses of the component institutions of The University of Texas System are not open for assembly and expression of free speech as are the public streets, sidewalks and parks. The responsibility of the Board of Regents to operate and maintain an effective and efficient system of institutions of higher education requires that the time, place, and manner of the exercise of the right of assembly and free speech on the grounds and in the buildings and facilities of the various component institutions be regulated. Acting pursuant to the general authority of Chapter 65 of the Texas Education Code and the specific authority of Subchapter E, of Chapter 51 of the Texas Education Code, the Board of Regents adopts and promulgates the Rules and Regulations of this Section and this Chapter relating to the use of institutional buildings, grounds and other facilities for purposes other than regular academic use. No individual, organization, group, association, or corporation may use the grounds, buildings, or facilities of any component institution of The University of Texas System except as permitted by the provisions of the Rules and Regulations of the Board of Regents and the rules and regulations of the component institutions approved in accordance with such Regents' Rules and Regulations.

- 6.11 The term "solicitation" as used herein means the sale or offer for sale of any property or service, whether for immediate or future delivery; the receipt of or

of the booth is wholly or partly for the distribution or dissemination of words or material that is obscene, vulgar, or libelous, or that advocates the deliberate violation of any federal, state, or local law. For the purpose of this provision, the word "booth" includes furniture, enclosure, and any other structure temporarily installed for distributing petitions, handbills, or literature, or for displaying signs, or for raising funds or soliciting tangible items.

- 6.2 The use of student center or student union facilities on the campus of each component institution shall be subject to reasonable and nondiscriminatory regulations as may be promulgated by that center's governing board and approved by the Dean of Students and the institutional head.
- 6.3 Extracurricular student, faculty or staff activities involving the use of System-owned buildings and grounds shall be conducted in accordance with local, state and national law and in accordance with the applicable System and institutional regulations. Such activities shall not disrupt or disturb the academic and institutional program and shall not result in damage to or defacement of property.
- 6.4 Identification Required.
- (a) Pursuant to the authority conferred upon the Board of the System by Chapter 80, Acts of the 60th Legislature, Regular Session, 1967 (Section 51.209, Texas Education Code), and in order to protect the safety and welfare of students and employees of the component institutions of the System, and to protect the property of the System, it is hereby declared that it shall be unlawful for any person on any property either owned or controlled by the System or any component institution to refuse to identify himself to an institutional representative in response to a request. For the purpose of this subsection, a person identifies himself by: (1) giving his name and complete address; and (2) by stating truthfully whether or not he is a student at the institution and whether or not he is an employee of the institution.
- (b) For the purpose of Subsection (a), an "institutional representative" is:
- (1) any member of the Board of the System or the Executive Secretary to the Board;
 - (2) any administrative officer of the System, including the Chancellor, the Executive Vice Chancellor for Academic Affairs, the Executive Vice Chancellor for Health Affairs, the Assistant to the Chancellor, the Executive Assistant to the Chancellor, the Assistant Chancellor for Planning, the Executive Director for Development, the Vice Chancellor for Academic Affairs, the Vice Chancellor for Adminis-

tration, the Vice Chancellor for Business Affairs, the Special Assistant to the Executive Vice Chancellor for Health Affairs, the Vice Chancellor for Lands Management, the Vice Chancellor and General Counsel, the Executive Director for Investments and Trusts, the Comptroller, the Director of Facilities Planning and Construction, the Budget Director, the General Attorney and Associate General Counsel, the Director of Police, the System Personnel Director, the Director for Special Services, and the Director of Accounting;

- (3) any administrative officer of the component institution, including the institutional head, any assistant to the institutional head, any vice president, any Dean of Students, and any associate or assistant dean of students; and
 - (4) any attorney, peace officer, or security officer of the System or the institution.
- (c) Any person who refuses to identify himself fully in accordance with Subsection (a) is guilty of a misdemeanor and upon conviction is punishable by a fine of not more than \$200.
- (d) Any student who refuses to identify himself fully in accordance with Subsection (a) is, in addition to the penalty prescribed in Subsection (c), subject to discipline, including expulsion, by the institution.

6.5 Use of Grounds and Physical Facilities by Outside Groups, the System as a Joint Sponsor. -- Use of grounds and physical facilities of the System, especially auditoriums, gymnasiums, and large rooms, by outside individuals, groups or associations shall be subject to the following rules in which the "System" shall mean any component institution.

- 6.51 The System will not permit the unrestricted use by non-System groups of any of its facilities.
- 6.52 The System will not enter into joint sponsorship of any project or program that is to result in private gain for the cooperating individuals, group or associations.
- 6.53 The System, established as a public institution without regard to political affiliation or religious faith, cannot be a joint sponsor with any noncampus organization for political or sectarian gatherings. However, the appearance by or on behalf of a candidate for public office may be authorized under conditions prescribed by the Board in Section 7.2 of this Chapter.
- 6.54 Whenever non-System groups share in the use of System buildings, it must be upon the invitation of the System and under its joint sponsorship, and with the further understanding that all the conditions governing such sponsorship are to be set by the System.

- 7.2 Off-Campus Speakers. --The Board has and reserves the right to regulate the presentation of guest speakers on the campus who are unaffiliated with the System or any component institution thereof (hereafter referred to as off-campus speakers).
- 7.21 Only registered student organizations, faculty or staff organizations, System-owned dormitories, and Student Government may present off-campus speakers on the campus.
- 7.22 The organization sponsoring an off-campus speaker has the responsibility of making clear the fact that the organization, not the institution, is extending the invitation to speak and that any views the speaker may express are his own and not necessarily those of the System or of any component institution.
- 7.23 An off-campus speaker is subject to all provisions of the Texas Civil Statutes.
- 7.24 Registered student organizations, faculty or staff organizations, University-owned dormitories, and Student Government may be permitted the use of System-owned facilities to present off-campus speakers on campus pursuant to the facilities' use regulations promulgated by the component institution and subject to the requirement that each component institution must submit to the Office of the Chancellor for approval as a part of its institutional Handbook of Operating Procedures a copy of all applicable facilities' use regulations, and no facilities' use regulation shall have any force or effect until it has been approved by the Office of the Chancellor and the Vice Chancellor and General Counsel.
- 7.25 An application for the use of any System-owned facility must be made to the chief administrative officer, or his delegate, at least forty-eight hours before the time the event is scheduled to take place.
- 7.26 No person shall be permitted on any campus of the System to advocate or recommend, either orally or in writing, the conscious and deliberate violation of any federal, state, or local law.
- 7.27 No off-campus speaker who is to be paid from state funds as consideration for his or her speech shall be permitted to speak on the campus of any component institution of the System unless the university facility in which the speech is to be delivered will be open to the public, including members of the news media, who will be entitled to record, videotape, or telecast live portions of the speech. The provisions of this subdivision do not apply to classes, seminars, symposia, and conferences intended for the use and benefit of students, faculty, staff, and invited guests. No person

may in any way obstruct or lessen in any way the opportunity for the audience to take the fullest advantage of the speech, including the opportunity to see and hear the speaker during the entire speech.

Sec. 8. Off-Campus Student Housing.

8.1 Off-Campus Student Housing. --The component institutions of the System will not extend Approved Housing status to any student residential units except those directly operated by the System. Each student at a component institution will have free choice in the selection of his non-University-operated residential accommodations, subject to parietal rules.

Sec. 9. University Policy in Regard to Debts of Students.

9.1 Neither the System nor any component institution is responsible for debts contracted by individual students or by student organizations. On the other hand, all students and student organizations are expected to conduct themselves honorably in all commercial transactions. Neither the System nor any component institution will assume the role of a collection agency except for monies owed to the System or one of its component institutions, nor will the System nor any of its component institutions adjudicate disputes between students and creditors over the existence or the amounts of debts.

9.2 In the event of nonpayment to the System or one of its component institutions, one or more of the following actions may be taken: (a) a bar against readmission for the student, (b) withholding of the student's grades and official transcript, (c) withholding of a degree to which the student otherwise would be entitled.

Sec. 10. Anonymous Publications.

10.1 Anonymous publications are prohibited. Any student publishing or aiding in publishing, or circulating or aiding in circulating, any anonymous publication will be subject to discipline.

Sec. 11. Negotiations Prohibited.

11.1 Neither the institutional head nor any Officer in the Office of the Chancellor, nor any representative of either of them when dealing with disruptive activities, shall negotiate or attempt to negotiate with any person or persons engaged in any disruptive activity on the campus of any component institution of the System. When such a situation arises,

the institutional head or any Officer in the Office of the Chancellor, or any representative of either of them, shall take immediate action to utilize all lawful measures to halt and eliminate any and all such disruptive activities that come to their attention.

Sec. 12. Other Regulations Concerning Student Affairs are Reported in the Rules and Regulations of the Board, as follows:

Fellowships, Scholarships, and Loan Funds - Part Two, Chapter I, Sec. 3, p. I-2.

Tuition and Other Fees - Part Two, Chapter I, Sec. 5, p. I-5.

Policy Against Discrimination - Part Two, Chapter I, Sec. 7, p. I-5.

Auxiliary Enterprises - Part Two, Chapter X, Sec. 1-7, p. X-1.

Student Publications at The University of Texas at Austin - Part Two, Chapter X, Sec. 8, p. X-2.

The Texas Union at The University of Texas at Austin - Part Two, Chapter X, Sec. 9, p. X-8.

Employment of a Students Attorney - Part Two, Chapter X, Sec. 11, p. X-13.

CHAPTER VII

THE SYSTEM PRIVATE-FUND DEVELOPMENT AND FOUNDATIONS

Sec. 1. The System Private-Fund Development.

1.1 Responsibilities of the Board and Administrative Officials of the System in Private-Fund Development.

1.11 Among the most important responsibilities of the Board are those of establishing policies and procedures by which the developmental needs of the System and its component institutions can be determined and of directing vigorous efforts to attract private-fund support for meeting these needs.

1.12 The Chancellor is to serve as the Chief Executive Officer for Fund Development and as the agent of the Board for the discharge of development responsibilities. The Chancellor shall define for the Board, at periodic intervals, descriptions of current and future needs, as determined by the institutional heads and System Administration, taking into account such needs as each component institution development board may have recommended.

Sec. 2. The Development Board of a Component Institution for Private-Fund Development.

2.1 With the approval of the institutional head, the Office of the Chancellor, and the Board of Regents, any component institution may have a development board dedicated to its own unique interests. Such a development board is the agency responsible through the institutional head to the Chancellor, and through him to the Board of Regents, for all private-fund development for that component institution. Each component institution development board shall determine its development needs and shall direct the formulation of plans and the promotion of support for its programs.

2.2 Responsibilities and duties of the component institution development boards:

2.21 The component institution development board is the agency responsible to the institutional head of each

institution for all private-fund development for that institution.

2.22 The component institution development board shall recommend through the institutional head and the Office of the Chancellor to the Board of Regents the approval of current and long-range policies which shall govern activities and responsibilities in cultivating and securing private funds for the institution.

2.23 The component institution development board shall have responsibility:

2.231 For studying and developing total development needs of the component institution.

2.232 For coordinating and formulating plans and actively promoting support for both current and long-range programs to meet the developmental needs of the component institution.

2.233 For developing gift possibilities not related to predetermined projects.

2.234 For periodic reports of progress to the institutional head and the Chancellor on the plans and programs of the component institution development board. It is expected that a continuing program of the component institution will include collection and dissemination of information regarding gifts and endowments.

2.235 At periodic intervals, the institutional head shall lay before his development board descriptions of current development needs.

2.3 Composition and Operation of the Component Institution Development Board:

2.31 The component institution development board shall consist of members recommended and appointed by the institutional head of each component institution with prior specific written approval of the Office of the Chancellor and the Board of Regents. Initial appointments to the component institution development board shall draw lots providing for one-third of the total membership to serve for one, two, or three-year terms. All terms following the initial appointment of the board will be for a three-year term. All terms shall officially begin on September 1. At least one member shall be nominated by the ex-students' association of that institution. The institutional head and the Chancellor (or his delegate) shall be ex officio members with voting privileges.

The component institution development board will elect a Chairman and such other officers as are appropriate from among its membership.

2.4 General Policies of the Component Institution Development Boards:

- 2.41 A component institution development board shall seek to enlist the aid of numerous friends of the institution in fund-development efforts, and may establish such committees and other groups as seem desirable in carrying out its program.
- 2.42 A component institution development board shall serve the individual component institution of the System to coordinate and assist in the plans and programs of that component institution with consideration of development interests of all component institutions in the System.
- 2.43 A component institution development board will work closely with the internal foundations of the component institutions. No internal foundations shall be established or continued in existence except with the approval of the Office of the Chancellor and the Board of Regents. The institutional head of each component institution shall be responsible for stimulating, guiding, and assisting the component institution development board and internal foundations of the component institution he heads and he may require suitable annual reports from each. All such activities shall be coordinated through the office of the institutional head and the director of the component institution development board.
- 2.44 From time to time, special campaigns for specific objectives may be conducted, with or without the assistance of private fund-raising counsel. Such campaigns may originate upon recommendation by the Board of Regents, the Chancellor, the institutional head with the concurrence of the Chancellor, or the component institution development board. No such campaign shall be authorized or undertaken, however, until the Chancellor has advised the Board of Regents of his approval or disapproval and the campaign has been approved by the Board of Regents.
- 2.45 Notwithstanding the provisions hereof conferring authority upon and placing responsibility with the Chancellor for fund development and fund raising, it is understood that ex-students' associations of the System component institutions may engage in fund raising for their own support

through dues and payments for memberships, both annual and life. However, it is expected that no such ex-students' association will sponsor or participate in any other organized fund-raising effort without first consulting and advising with the institutional head and the Chancellor, and then receiving the approval of the Board of Regents.

- 2.5 Executive Office of a Component Institution Development Board:
 - 2.51 Within the office of the institutional head there may be appointed by the institutional head, with the approval of the Office of the Chancellor, an executive director of the component institution development board. He is to be charged solely with fund-development activity, and subject to supervision, evaluation, and termination of employment by the institutional head.
 - 2.52 The executive director of the component institution development board shall have such staff and such operating funds as shall be determined from time to time by budgets recommended by the institutional head, endorsed by the Office of the Chancellor, and adopted by the Board of Regents. Duties of staff members shall be established by the executive director.
- 2.6 Finances.--Financial support of the component institution development board and the executive director shall be provided exclusively by the budget of the institution. Such budgets will be made through established budgetary procedures. The Board of Regents may accept gifts designated for use by the component institution development board and may make such funds available for expenditure by said board.
- 2.7 Under the provisions of Section 4 of this Chapter a component institution development board may, but need not, have an associated internal foundation.

Sec. 3. The Advisory Councils of a Component Institution.

- 3.1 Establishment and Organization:
 - 3.11 With the approval of the Chief Administrative Officer of a component institution, the Office of the Chancellor, and the Board of Regents, any school, college, or other comparable teaching or research unit may have an advisory council dedicated to its own unique interests. Such an advisory council is responsible through the dean or director to the chief administrative officer of the component and through him to the

component institution development board for all private funds developed for that school, college, or comparable unit. Each advisory council shall determine its development needs and shall direct the formulation of plans and the promotion of support for its programs.

3.12 An advisory council shall consist of members recommended by the dean or director of the school, college, or other approved unit and appointed by the chief administrative officer of the component institution with prior specific written approval of the Office of the Chancellor and the Board of Regents. Initial appointments to any advisory council shall draw lots providing for one-third of the total membership to serve for one, two, or three year terms. All terms following the initial appointment of the board will be for a three-year term. All terms shall officially begin on September 1.

3.13 An advisory council may elect a chairman and other such officers as are appropriate from among its membership. The dean or director, and the chief administrative officer of the component institution, or his delegate shall be ex-officio members with voting privileges.

3.2 Duties and Responsibilities:

3.21 An advisory council shall seek to enlist the aid of numerous friends of the school, college, or comparable unit in fund-development efforts, and may establish such committees and other groups as seem desirable in carrying out its programs.

3.22 An advisory council shall recommend through the dean or director or the component chief administrative officer to the development board the consideration of current and long-range programs which shall secure private funds for the unit.

3.23 A component institution advisory council shall have responsibility within that school, college or comparable unit:

3.231 for studying and developing private fund needs;

unit within a component institution upon the recommendation of a development board or an advisory council, after approval of the chief administrative officer of the component institution, the Office of the Chancellor, and the Board of Regents.

- 4.22 Divisions and departments below the level of a school, college, or other comparable teaching or research unit may effectively work as separate groups within the framework of the advisory council and internal foundation which represents a school or college or comparable teaching or research unit. Provisions for the designation of special funds to be used for specific activities within the framework of the various internal foundations and advisory councils will be made in order to avoid stifling the interest and initiative of these groups.
- 4.23 There shall be an annual review of the activities of each internal foundation to determine its effectiveness; and, if it is unproductive for an unreasonable length of time, it shall be dissolved.
- 4.24 Every effort shall be made to permit a free range of initiative within the internal foundations, and their associated development boards and advisory councils, but activities must be in conformity with policies of the Board of Regents so as to permit maximum overall achievements in fund raising throughout the System.
- 4.25 All internal foundation funds shall be appropriately accounted for in University endowment and restricted fund accounts. As in the case of other University funds, authorization for expenditure of all funds in internal foundation accounts is vested in the Board of Regents. Except for those funds to be spent in accordance with the terms of Regental acceptance, authorization for expenditure normally will be obtained during the annual institutional budget approval process.

4.3 Establishment.

- 4.31 Standard Resolution. From and after October 24, 1980, the Board of Regents of The University of Texas System adopts the following standard

5. As in the case of other University 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 ((appropriate title of chief administrative officer)) to the Office of the Chancellor and by the Office of the Chancellor to the Board of Regents of The University of Texas System.

4.32 Upon Regental approval of the standard resolution creating an internal foundation, the name of the foundation will be added to the list contained in Section 4.33 of this Chapter. The Executive Secretary to the Board of Regents shall prepare a copy of the standard resolution in appropriate form for the Chairman's signature and shall distribute a copy to the Office of the Chancellor and to the chief administrative officer of the component institution involved.

4.33 The following internal foundations are approved:

Foundation	Date Established
The University of Texas at Austin	
John Charles Townes Foundation (School of Law)	6/27/42
Pharmaceutical Foundation of the College of Pharmacy	12/9-10/52
Fine Arts Foundation of the College of Fine Arts	12/1/50
Architectural Foundation of the School of Architecture	5/30/52
Genetics Foundation of the Zoology Department	3/28/52
College of Business Administration Foundation	5/29/53
The Psychological Research Foundation	5/29/53

CHAPTER VIII

MISCELLANEOUS

Sec. 1 Naming of Buildings and Other Facilities.

- 1.1 Naming of Buildings.--Buildings of the System and its component institutions shall not be named in honor of any person until such person shall have been deceased at least five years. Recommendation to the Board of Regents regarding naming of buildings by the Office of the Chancellor and institutional head shall be accompanied by reasons including appropriate input from the institutional faculty; provided, however, that the Board may act without receiving such recommendation when unusual circumstances justify such action and particularly when a substantial donation has been made toward the construction of the building to be named.
- 1.2 Naming of Facilities Other than Buildings.--Facilities other than buildings (e.g. laboratories, classrooms, seminar rooms, auditoria, concert halls, clinics, and patient rooms) may be named to memorialize and otherwise recognize substantial and significant donors, individuals designated by donors, or individuals who have made other significant contributions to the institution. Recommendations by the Office of the Chancellor and the institutional head regarding the naming of such facilities shall be submitted to the Board of Regents for approval.
- 1.3 Naming of Facilities as Part of Special Private-Fund Development Campaigns.--When the naming of facilities other than buildings is contemplated as a part of a special private-fund development campaign, that campaign shall have prior approval of the Office of the Chancellor and the Board as required in Part One, Chapter VII, Subsection 2.44 of the Regents' Rules and Regulations. Recommendations by the Office of the Chancellor and institutional head regarding the naming of each facility included in a fund development campaign shall subsequently be submitted to the Board of Regents for approval.

CHAPTER IX

ENACTMENT AND AMENDMENT

Sec. 1. Repeal of Existing Rules in Conflict Herewith.

- 1.1 All rules, regulations, orders, and resolutions heretofore enacted by the Board which are in conflict with these Regents' Rules and Regulations are hereby repealed.

Sec. 2. Format for Rules.

- 2.1 The Regents' Rules and Regulations for the government of the System apply to and govern the Board and all employees and agencies directly under its control, the Office of the Chancellor, the System Administration of The University of Texas System, and the component institutions comprising The University of Texas System.
- 2.2 These Regents' Rules and Regulations are organized in two parts. Part One shall, in general, contain all rules and regulations other than those of a fiscal nature. Part Two shall consist, in general, of the fiscal rules and regulations of the Board.

Sec. 3. Official Copies.

- 3.1 The official copies of the Regents' Rules and Regulations and the Handbook of Operating Procedures for each component institution of the System shall be maintained on file in the Office of the Board of Regents.
- 3.2 Copies of these Regents' Rules and Regulations and of the Handbooks of Operating Procedures shall be furnished to members of the Board and such other persons and offices as the Board shall designate.

Sec. 4. Amendment of Rules and Regulations. --The Regents' Rules and Regulations may be added to or amended by a majority of all of the members of the Board at any regular meeting or at any special meeting called for that purpose.

Sec. 5. Distribution of Amendments. --After any change in these Regents' Rules and Regulations, the Executive Secretary to the Board shall

conform the Official Copies and shall send corrected pages containing such changes for substitution in copies in the possession of members of the Board, administrative officers, or others on an official list in the Office of the Board of Regents.