



THE UNIVERSITY OF TEXAS SYSTEM

Office of the Chancellor

601 COLORADO STREET, AUSTIN, TEXAS 78701

R+R

January 27, 1976

MEMORANDUM

TO: Chief Administrative Officers

Dr. Berry	Dr. Levin
Dr. Cardozier	Dr. Nedderman
Dr. Clark	Dr. Rogers
Dr. Flawn	Dr. Sprague
Dr. Harrison	Dr. Templeton
Dr. Jordan	Dr. Willman

FROM: Charles A. LeMaistre, M.D. *Cal*
Chancellor

SUBJECT: Review of Internal Foundations for Development
Purposes, Regents' Rules and Regulations, Part
One, Chapter VII, Section 3.17

Recent action by the Board of Regents will require an amendment to subject section regarding the "Teacher Education Foundation" at The University of Texas at Austin.

Will you please review the internal foundations related to your institution as listed in subject section and advise if there are other additions, deletions, or changes in designation that should be made in this section of the Regents' Rules and Regulations.

CAL:mg

cc: Miss Betty Anne Thedford
Mr. W. D. Blunk
Mr. E. D. Walker

AMENDMENT NO. 2

Amend Section 5.22 of Chapter I of Part One of the Regents' Rules and Regulations to read as follows:

"5.22 The Agenda. Under the direction of the Chairman of the Board, the Secretary shall prepare ~~document~~ and distribute the *Agenda and the* Agenda for all meetings of the Board and its committees." *Material Supporting the* ~~The Secretary shall also prepare and deliver the calendars of these meetings."~~

AMENDMENT NO. 3

Amend Section 5.23 of Chapter I of Part One of the Regents' Rules and Regulations to read as follows:

"5.23 Minutes. The Secretary shall record, prepare, and index the official Minutes of the Board 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 shall be kept in the Office of the Secretary and certified excerpts from these Minutes shall be prepared by the Secretary."

(In order to relieve the Chancellor of the burden of the day-to-day administrative operations of The University of Texas System and its component institutions, and in order to update the nomenclature of the Regents' Rules and Regulations:)

*Sections 8.6, 8.7, and 8.8
except 8.42, Chapter I
Chapter II except but (b)(2)*

AMENDMENT NO. 4

Chapter VIII and IX

Amend Chapters III through VI, inclusive, of Part One of the Regents' Rules and Regulations and Chapters I through XI, inclusive, of Part Two of the Regents' Rules and Regulations, *except sec 2.1 & 3.2*

- (a) by striking therefrom the words "Deputy Chancellor for Administration" wherever they appear and substituting therefor the words "Deputy Chancellor";
- (b) by striking therefrom the word "Chancellor" wherever it appears and substituting therefor the words "Deputy Chancellor";
- (c) by authorizing and directing the Secretary to the Board of Regents to make such editorial changes in the Regents' Rules and Regulations as are necessary to conform the nomenclature in the Rules and Regulations with the new titles of System Administration officers that are adopted and set out in Amendment No. 1, above; and
- (d) by further authorizing and directing the Deputy Chancellor to present to the Board of Regents at its next meeting recommendations for such further amendment of the Regents' Rules and Regulations as may be necessary to effectuate and clarify the administrative reorganization outlined and accomplished in the foregoing four amendments to the Rules and Regulations.

the administrative reorganization that is provided for

II of Part One that is

Chapter

*a committee composed of the
Chairman of the Board, the Chancellor,
and the Deputy Chancellor,*

File under
Adm. Organization

Copies handed to me
by Shiva Shrivastava at
the meeting

[Signature]
7/28/75

AMENDMENT NO. 1

Amend Chapter II of Part One of the Regents' Rules and Regulations
by substituting the following therefor:

CHAPTER II

ADMINISTRATION

Sec. 1. General Provisions.

- 1.1 The "System Administration" is the administration of The University of Texas System.
- 1.2 Component Institutions.
The University of Texas System is composed of 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 share 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. Officers of System Administration.

- 2.1 Chancellor Emeritus: The authority to bestow the title of Chancellor Emeritus shall rest with the Board of Regents, 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 of Regents. The Chancellor Emeritus shall have such duties and responsibilities as may be delegated or assigned to him by the Board of Regents and in these matters he shall report directly to the Board.
- 2.2 Principal Officers.
The Chancellor is the chief executive and administrative officer of The University of Texas System. The other principal executive and administrative officer of System Administration is the Deputy Chancellor.
- 2.3 Administrative Officers.
The other administrative officers of The University of Texas System are the Executive Assistant to the Chancellor; the Director for Development; Associate Deputy Chancellor for Academic Affairs; the Associate Deputy Chancellor for Health Affairs; the Associate Deputy Chancellor for Investments, Trusts and Lands; the Associate Deputy

Chancellor for Operations; the Director for Public Affairs; the Comptroller; the Director of Facilities Planning and Construction; the General Counsel of The University of Texas System; the System Personnel Director; the Budget Director; the Director of Accounting; and the Director of Police.

2.4 Appointment and Tenure of Administrative Officers.

2.41 The Chancellor of The University of Texas System shall be elected by the affirmative vote of a majority of the Regents in office. The Chancellor shall hold office without fixed term, subject to the pleasure of the Board of Regents.

2.42 The Deputy Chancellor, the Executive Assistant to the Chancellor, and the Director for Development shall each be appointed by the Board of Regents after nomination by the Chancellor. Each of such officers shall hold office without fixed term, subject to the pleasure of the Chancellor, whose actions concerning such officers are subject to review and approval by the Board of Regents.

2.43 All other administrative officers of The University of Texas System shall be appointed by the Board of Regents after nomination by the Deputy Chancellor. Officers so appointed shall not have tenure by virtue of their respective administrative offices. They shall hold office without fixed term, subject to the pleasure of the Deputy Chancellor. His actions concerning administrative offices and officers are in turn subject to review and approval by the Board of Regents.

2.5 Staff and Line Functions of Officers Other than the Chancellor, Executive Assistant to the Chancellor and Director for Development.

2.51 Staff Function. Each official of System Administration shall be responsible for planning and policy formulation in his particular field and shall serve as adviser in his area to the Deputy Chancellor. In addition, with the knowledge of the Deputy Chancellor, 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.

2.52 Duties. Officers of System Administration shall have such duties as shall be assigned to them by the Deputy Chancellor, and as his personal representatives, they may be assigned specific executive responsibilities for carrying out administrative policies.

Sec. 3 Administrative Authority, Duties and Responsibilities of Officers of System Administration.

3.1 Chancellor. The Chancellor is the chief executive officer of The University of Texas System. In the areas of development, general policy, and general academic planning for The University of Texas System and its component institutions, the Chancellor, by delegation from the Board

of Regents, is authorized to exercise or to delegate all of the power and authority possessed by the Board of Regents in the governance of the institutions composing The University of Texas System. The Chancellor reports to and is responsible to the Board of Regents.

3.2 Executive Assistant to the Chancellor.

The Executive Assistant to the Chancellor is an administrative officer of The University of Texas System, and is the principal assistant to the Chancellor in the administration of the responsibilities of the Office of the Chancellor. In this regard, the duties of the position include, but are not limited to:

- 3.21 Coordination of all matters between the Office of the Chancellor and the activities and functions in the Office of the Deputy Chancellor.
- 3.22 Coordination of all matters between the Office of the Chancellor and the Office of the Secretary to the Board of Regents.
- 3.23 Ongoing evaluation and coordination of the internal administrative procedures and supporting staff of the Chancellor's Office.
- 3.24 Such other duties and responsibilities as may be directed by the Chancellor.

3.3 Director for Development.

The Director for Development is an administrative officer of The University of Texas System.

- 3.3(1) In carrying out his duties and responsibilities he:
 - 3.3(1)(1) Serves as executive officer for The University of Texas System Advisory Council.
 - 3.3(1)(2) Acts under the authority delegated by the Chancellor for private fund development for The University of Texas System.
 - 3.3(1)(3) Coordinates policies and activities involving internal foundations and University-related external foundations.
 - 3.3(1)(4) Coordinates and cooperates with the chief administrative officers of the component institutions in development programs.
 - 3.3(1)(5) Coordinates 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.

- 3.3(1) (6) · Advises component institution administrative officials, deans, and directors on projects involving private gift support, suggests possible granting agencies or benefactors, and assists when needed in the preparation of grant proposals and their presentation.
- 3.3(1) (7) Administers procedures for the preparation of gift records, gift processing, gift acknowledgments, and gift docketts for the Board of Regents.
- 3.3(2) · The Director for Development reports to and is responsible to the Chancellor,

3.4 Deputy Chancellor.

The Deputy Chancellor is a principal executive and administrative officer of The University of Texas System. The chief administrative officer of each component institution in the System, acting in a line capacity for the operation of his institution, reports to and is responsible to the Deputy Chancellor, and, through the Deputy Chancellor and the Chancellor, to the Board of Regents.

3.41 By delegation from the Chancellor, the Deputy Chancellor is the chief executive and administrative officer for the day-to-day administrative operations of The University of Texas System and its component institutions. He shall:

- 3.41(1) Act as agent of the Board of Regents in implementing policies of the Board.
- 3.41(2) Present to the Board of Regents nominations for all officers of System Administration (other than Chancellor, Executive Assistant to the Chancellor and Deputy Chancellor) and component institutions as provided in these Rules and Regulations.
- 3.41(3) With the aid and advice of the Board of Regents represent The University of Texas System with the Legislature, the Coordinating Board, Texas College and University System, and other state and federal agencies.
- 3.41(4) Conduct periodic review of the organization of The University of Texas System and its component institutions. In light of this review, he shall report to the Board of Regents recommendations for changes in organization, assignments, and procedures.
- 3.41(5) Normally act through the chief administrative officer regarding the affairs of any component institution of The University of Texas System; however, he shall not be precluded from any direct participation and communication with faculty members and groups.
- 3.41(6) Prepare the Agenda and the Material Supporting the Agenda for meetings of the Board of Regents and submit such material to the Chancellor and to the Secretary to the Board of Regents for review and approval by the Chairman of the Board.

- 3.41(7) Recommend annual operating budgets and biennial legislative submissions of each component institution of The University of Texas System.
- 3.41(8) Develop and implement programs for the most efficient management of personnel and resources
- 3.41(9) Develop and implement programs of long-range planning for physical facilities and financial resources.
- 3.41(10) Through the System Administration and the staff of the component institutions develop training programs for personnel in the nonacademic areas
- 3.41(11) Plan and implement programs for uniform business systems development and management.
- 3.41(12) Have direct administrative authority and responsibility for efficient functioning of the following officers and operations:
- 3.41(12)(1) Associate Deputy Chancellor for Academic Affairs
- 3.41(12)(2) Associate Deputy Chancellor for Health Affairs
- 3.41(12)(3) Associate Deputy Chancellor for Investments, Trusts and Lands
- 3.41(12)(4) Associate Deputy Chancellor for Operations
- 3.41(12)(5) Director for Information
- 3.41(12)(6) Director for Public Affairs
- 3.41(12)(7) Comptroller
- 3.41(12)(8) Director of Facilities Planning and Construction
- 3.41(12)(9) Budget Director
- 3.41(12)(10) Law Office
- 3.41(12)(11) Director of Police
- 3.41(12)(12) System Personnel Director
- 3.41(12)(13) Director of Accounting of The University of Texas at Austin (with respect to System Administration activities)
- 3.41(12)(14) Business Administrative Operations of the component institutions (coordination of activities)
- 3.41(13) In the absence of the Chancellor, or in the event of his inability to act, the Deputy Chancellor shall discharge the duties and responsibilities of the Chancellor.
- 3.42 The Deputy Chancellor reports to and is responsible to the Chancellor.
- 3.43 The Academic Affairs Council: The Academic Affairs Council is composed of the chief administrative officers of all component institutions of The University of Texas System. The Deputy Chancellor shall serve as the permanent chairman, and the Council shall review academic planning, operational procedures, development activities, and other matters of general concern to the several component institutions.

- 3.44 University Council. The University Council is composed of the Associate Deputy Chancellor for Academic Affairs and the chief administrative officers of the general academic institutions of The University of Texas System. The Deputy Chancellor 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.
- 3.45 Health Affairs Council. The Health Affairs Council is composed of the Associate Deputy Chancellor for Health Affairs and the chief administrative officers of the component institutions of The University of Texas System concerned directly with health affairs. The Deputy Chancellor 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.
- 3.46 Business Management Council. The Business Management Council advises the Deputy 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 and the Deputy Chancellor (the Chairman), who prepares the agenda.
- 3.5 Associate Deputy Chancellor for Academic Affairs. The Associate Deputy Chancellor for Academic Affairs (general academic institutions) is an administrative officer of The University of Texas System.
- 3.51 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Academic Affairs has the general assignment of effective coordination of the general academic institutions. Specifically, he:
- 3.51(1) Submits to the Deputy Chancellor recommendations on The University of Texas System programs in education, research, and public service, including general plans and operations of general academic institutions.
- 3.51(2) Reviews and makes recommendations on proposals from the general academic institutions requiring action by the Deputy Chancellor.
- 3.51(3) Prepares and submits to the Deputy Chancellor long range and immediate academic plans.
- 3.51(4) Pursuant to governing policies, recommends to the Deputy Chancellor upon the annual operating budget requests submitted by each general academic institution (one month prior to review by the Board of Regents).
- 3.51(5) Recommends to the Deputy Chancellor legislative appropriation requests (and policies for the development of such requests) to be submitted by The University of Texas System on behalf of the general academic institutions.
- 3.51(6) Processes all academic matters for the System institutions, both health and academic, with the Coordinating Board, and coordinates other academic matters directed to the Coordinating Board.

3.52 The Assistant to the Deputy Chancellor for Academic Affairs reports to and is responsible to the Deputy Chancellor.

3.6 Associate Deputy Chancellor for Health Affairs.

The Associate Deputy Chancellor for Health Affairs is an administrative officer of The University of Texas System.

3.61 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Health Affairs has the general assignment of effective coordination of those component institutions concerned primarily with health sciences. Specifically, he:

3.61(1) Submits to the Deputy Chancellor recommendations on The University of Texas System programs on health science education, research, and public service, including general plans and operations of the biomedical institutions.

3.61(2) Reviews and makes recommendations on proposals from the biomedical institutions requiring action by the Deputy Chancellor.

3.61(3) Prepares and submits to the Deputy Chancellor long range and immediate academic plans.

3.61(4) Pursuant to governing policies, recommends to the Deputy Chancellor upon the annual operating budget requests submitted by each biomedical institution (one month prior to review by the Board of Regents).

3.61(5) Recommends to the Deputy Chancellor legislative appropriation requests (and policies for the development of such requests) to be submitted by The University of Texas System on behalf of the biomedical institutions.

3.62 The Associate Deputy Chancellor for Health Affairs reports to and is responsible to the Deputy Chancellor.

3.7 Associate Deputy Chancellor for Investments, Trusts and Lands.

The Associate Deputy Chancellor for Investments, Trusts and Lands is an administrative officer of The University of Texas System.

3.71 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Investments, Trusts and Lands implements, when they are approved by the Board of Regents, policies and actions with respect to:

3.71(1) The investment, management, and administration of all endowment funds belonging to The University of Texas System and its component institutions, including the Permanent University Fund, the Available Fund, and all trust and special funds.

3.71(2) The management and administration of the surface of all endowment lands and real estate belonging to The University of Texas System and its component institutions, including the West Texas Lands and all trust properties.

- 3.71(3) The management and administration of oil, gas, and other mineral exploration and production on all endowment lands and real estate belonging to The University of Texas System and its component institutions, including the West Texas Lands and all trust properties.
 - 3.71(4) The issuance, management, and payment of all bonds and other evidences of indebtedness issued by the Board of Regents for The University of Texas System and its component institutions.
 - 3.71(5) Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
 - 3.71(6) Presenting to the Board of Regents through the Deputy Chancellor and 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 University of Texas System and its component institutions.
 - 3.71(7) 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 University of Texas System and its component institutions.
 - 3.71(8) Supervising the proper operation of the following budgeted activities:
 - Office of Investments, Trusts and Lands
 - Board for Lease - University Lands;
 - Auditing Oil and Gas Production;
 - University Lands - Geology and Surveying;
 - Oil Field Supervision and Geophysical Exploration;
 - University Lands - Surfact Leasing
- 3.72 The Associate Deputy Chancellor for Investments, Trusts and Lands reports to and is responsible to the Deputy Chancellor.

3.8 Associate Deputy Chancellor for Operations.

The Associate Deputy Chancellor for Operations is an administrative officer of The University of Texas System.

3.81 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Operations is responsible for:

- 3.81(1) Supervising and coordinating the acquisition of all real property at the component institutions.
- 3.81(2) Representing the Deputy Chancellor at all meetings of:
 - Committee of Governing Boards;
 - Council of College Presidents;
 - Coordinating Board;
 - TASSCUBO;
 - Texas Association of Classroom Teachers; and
 - such other organizations as the Chancellor or Deputy Chancellor may designate.
- 3.81(3) Direct responsibility for the management of the System-wide insurance programs, including approval of all policies, such programs to include:
 - Fire and Extended Coverage;
 - Liability
 - Health;
 - Life;
 - Accidental Death and Dismemberment;
 - Income Replacement; and
 - Retirement.
- 3.81(4) Special assignments, as delegated or assigned by the Deputy Chancellor.

3.82 The Associate Deputy Chancellor for Operations reports to and is responsible to the Deputy Chancellor.

3.9 Director for Information.

The Director for Information is an administrative officer of The University of Texas System.

3.91 Subject to delegation by the Deputy Chancellor, the Director for Information:

- 3.91(1) Has direct responsibility for communications about activities of the Board of Regents and The University of Texas System Administration.
- 3.91(2) Has the responsibility of coordinating news releases and other public information emanating from the component institutions, which involve the Board of Regents, and System Administration.

- 3.91(3) Coordinates and serves as liaison to any person or persons who serve as consultants to The University of Texas System administration in the area of media relations and public information dissemination.
 - 3.91(4) Develops a format for the presentation of information about System and/or component institutions to the general public.
 - 3.91(5) Makes recommendations to the Deputy Chancellor regarding budget requests and staffing requirements for the public information services of the component institutions.
 - 3.91(6) Performs such other duties and assignments as may be delegated to him from the Deputy Chancellor.
- 3.92 The Director for Information reports to and is responsible to the Deputy Chancellor.

3.10 Director for Public Affairs.

The Director for Public Affairs is an administrative officer of The University of Texas System.

- 3.10(1) Subject to delegation by the Deputy Chancellor, the Director for Public Affairs shall:
- 3.10(1)(1) On the direction of the Deputy Chancellor represent The University of Texas System in its relations with federal agencies, the Texas Legislature, and state and municipal agencies.
 - 3.10(1)(2) Advise the Deputy Chancellor on relations with the Congress and federal agencies, the Legislature, and state agencies.
 - 3.10(1)(3) Inform appropriate administrative officers of current and long-range developments on the national level and the state level, which may affect The University of Texas System and its component institutions.
 - 3.10(1)(4) Maintain and distribute information on federal and state programs, which will assure continuous and prompt action by The University of Texas System on applications and communications to federal and state agencies and offices.
 - 3.10(1)(5) Advise the appropriate officials of the component institutions with regard to available federal and state programs and facilitate their participation therein.
- 3.10(2) The Director for Public Affairs reports to and is responsible to the Deputy Chancellor; provided, however, that with regard to legislative matters, the Director for Public Affairs shall work with and under the direction of the Chairman of the Board of Regents or his delegate.

3.11 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction is an administrative officer of The University of Texas System.

3.11(1) Subject to delegation by the Deputy Chancellor, the Director:

- 3.11(1)(1) Has direct supervisory responsibility over the administration and general supervision of any new building construction and initial equipping thereof costing in excess of \$5,000; any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$50,000 or more; 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 University of Texas System; and over consultation, advice and work with the architects and engineers employed by the Board of Regents, subject to the terms and conditions of the contracts with those architects and engineers.
 - 3.11(1)(2) Serves as ex officio member of all faculty building committees at the component institutions.
 - 3.11(1)(3) Prepares and executes 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.
 - 3.11(1)(4) Coordinates the preparation of and approves all grant applications on approved construction projects filed with governmental agencies.
 - 3.11(1)(5) Coordinates the development of and maintains master plans for all component institutions, including but not limited to land utilization, utility, and landscape plans.
 - 3.11(1)(6) Develops standards for maintenance of all physical facilities at component institutions.
 - 3.11(1)(7) Has direct responsibility for negotiation and approval of all utility contracts.
- 3.11(2) The Director of Facilities Planning and Construction reports to and is responsible to the Deputy Chancellor.

3.12 Comptroller.

The Comptroller is an administrative officer of The University of Texas System.

- 3.12(1) Subject to delegation by the Deputy Chancellor, the Comptroller formulates and recommends procedures to be followed in the business operations of The University of Texas System for:
- 3.12(1)(1) Accounting, auditing and reporting, and expenditure control.
 - 3.12(1)(2) Receipt, disbursements, and custody of moneys.
 - 3.12(1)(3) Procurement and purchasing.
 - 3.12(1)(4) Management of auxiliary service enterprises.
 - 3.12(1)(5) Data processing systems -- including prior approval of equipment acquisitions by purchase or lease.
 - 3.12(1)(6) Accounting and business system development.
 - 3.12(1)(7) Accounting records, forms, procedures and financial reports, including format for such reports.
 - 3.12(1)(8) Terms of depository agreements with banks.
 - 3.12(1)(9) Lease contracts for building space.
 - 3.12(1)(10) Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
 - 3.12(1)(11) Supervision of post auditing at each component institution.
- 3.12(2) The Comptroller is responsible as joint custodian with the Director of Accounting of The University of Texas at Austin for securities owned by The University of Texas System funds that are not on deposit in the State Treasury.
- 3.12(3) The Comptroller reports to and is responsible to the Deputy Chancellor.

3.13 Budget Director.

The Budget Director is an administrative officer of The University of Texas System.

- 3.13(1) The Budget Director's primary responsibilities are to plan and develop systems and procedures for uniform budget preparation, budget control, and financial reporting.
- 3.13(2) Subject to delegation by the Deputy Chancellor, the Budget Director:
- 3.13(2)(1) Formulates procedures governing the preparation and review of all budgets and development of effective methods of presenting approved budgets to appropriate agencies.

- 3.13(2)(2) Recommends procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
 - 3.13(2)(3) Prepares budget-writing instructions.
 - 3.13(2)(4) Conducts budget and other related research studies.
 - 3.13(2)(5) Plans systems and procedures for budgetary control and financial reporting.
 - 3.13(2)(6) Controls and supervises distribution of all budgets, and processes and approves (as delegated) interim budget changes.
 - 3.13(2)(7) Prepares periodic budgetary, financial, and special reports, as appropriate.
 - 3.13(2)(8) Serves as liaison with the staff of the Legislative Budget Board, the Governor's Budget Office, and the Coordinating Board, Texas College and University System.
- 3.13(3) The Budget Director reports to and is responsible to the Deputy Chancellor.

3.14 General Counsel, The University of Texas System

The General Counsel of The University of Texas System is an administrative officer of The University of Texas System.

- 3.14(1) Subject to delegation by the Deputy Chancellor, the General Counsel of The University of Texas System is responsible for:
- 3.14(1)(1) Administering and supervising all legal matters affecting The University of Texas System.
 - 3.14(1)(2) Delegating to staff members responsibility for the administration and general supervision of certain legal matters, the scheduling of work loads, and the assignment by subject of legal problems to staff members.
 - 3.14(1)(3) Approving as to form all contracts and agreements.
 - 3.14(1)(4) Approving as to form all amendments to the Regents' Rules and Regulations.
 - 3.14(1)(5) Approving as to both form and content all Institutional Handbooks of Operating Procedures, whether finally approved or not, and all amendments to such handbooks.
 - 3.14(1)(6) Drafting all legislation that has been approved by the Board of Regents or that has been requested by any officer of System Administration for submission to the Board of Regents for approval.
 - 3.14(1)(7) Working in cooperation with the Attorney General of the State of Texas, as well as legal counsel engaged in private practice or in practice for any agency of the state.
 - 3.14(1)(8) Any other legal matters delegated by the Deputy Chancellor.

3.14(2) The General Counsel of The University of Texas System reports to and is responsible to the Deputy Chancellor.

3.15 System Personnel Director.

The System Personnel Director is an administrative officer of The University of Texas System.

3.15(1) The System Personnel Director's primary responsibility

- is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Deputy Chancellor, the System Personnel Director:

- 3.15(1)(1) Acts as liaison between component institution personnel officers and the System offices regarding all personnel matters related to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 3.15(1)(2) Advises the System Officers and makes recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 3.15(1)(3) Reviews and recommends all classified personnel pay plans for each component institution, including the establishment of proper classifications and pay scales consistent with needs and System-wide policies and procedures.
- 3.15(1)(4) Reviews and recommends the Personnel Office budgets for each component institution.
- 3.15(1)(5) Directs administration of the System Personnel Office, including the Workmen's Compensation Insurance section.
- 3.15(1)(6) Reviews and recommends 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.
- 3.15(1)(7) Establishes Employee Development and Training Programs for all component institutions, including particularly Supervisory Training Programs.
- 3.15(1)(8) Formulates policies and procedures concerning labor relations and employer-employee relationships.
- 3.15(1)(9) Assists in establishing Personnel Data Systems and proper practices and procedures concerning the personnel records of all employees.

- 3.15(1) (10) Conducts System-wide Wage and Salary Research Studies and formulates data for proper implementation of personnel pay programs.
 - 3.15(1) (11) In consultation with the personnel offices of the component institutions, develops and maintains a System-wide personnel pay plan with uniform titles and account numbers.
 - 3.15(2) The System Personnel Director reports to and is responsible to the Deputy Chancellor.
- 3.16 Director of Accounting of The University of Texas at Austin.
The Director of Accounting of The University of Texas at Austin is the accounting officer for both The University of Texas at Austin and for System Administration.
- 3.16(1) Subject to delegation by the Deputy Chancellor, he shall:
 - 3.16(1) (1) Have 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.
 - 3.16(1) (2) Have custodianship with the Comptroller of securities owned by The University of Texas System funds that are not on deposit in the State Treasury.
 - 3.16(1) (3) Maintain a full and complete set of records that accurately reflect the balances and transactions of all financial and property accounts of The University of Texas System (as contrasted with such accounts of the component institutions).
 - 3.16(2) With respect to System Administration matters, the Director of Accounting of The University of Texas at Austin reports to and is responsible to the Deputy Chancellor. With respect to other matters, he reports to the appropriate officers of The University of Texas at Austin.
- 3.17 Director of Police.
The Director of Police is an administrative officer of The University of Texas System.
- 3.17(1) Subject to delegation by the Deputy Chancellor, the Director of Police is responsible for:
 - 3.17(1) (1) Recommending qualifications for police personnel at the component institutions of The University of Texas System.
 - 3.17(1) (2) Recommending the organizational structure for police departments at the component institutions of The University of Texas System.

- 3.17(1) (3) Establishing a uniform training program for System police, including basic in-service training and seminars, establishment of a program for supervision and coordination of on-the-job training at each component institution of The University of Texas System, and developing of new training techniques.
 - 3.17(1) (4) Conducting The University of Texas 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.
 - 3.17(1) (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.
 - 3.17(1) (6) Establishing a uniform reporting and record system for police departments at the component institutions of The University of Texas System.
 - 3.17(1) (7) Conducting periodic surveys of the police departments of the component institutions and evaluating their performance as police agencies.
 - 3.17(1) (8) Submitting periodic reports to the Deputy Chancellor concerning the operations of the police departments of the component institutions of The University of Texas System.
- 3.17(2) The Director of Police reports to and is responsible to the Deputy Chancellor.

Sec. 4. Chief Administrative Officers of Component Institutions.

- 4.1 The Chancellor shall appoint the chief administrative officer of each component institution, as defined in this section, after receiving the prior approval of the Board of Regents. The Chancellor shall be assisted in making his appointment by a Selection Committee made up of the Chancellor, who serves as chairman, the Deputy Chancellor, the Associate Deputy Chancellors for Academic Affairs and for Health Affairs, two Regents, three chief administrative officers from the U. T. System appointed by the Chairman of the Board of Regents, and such other persons as the Chairman of the Board of Regents may deem appropriate. The availability of candidates and their interest in the position will be determined by this Selection Committee. The Chancellor will ordinarily authorize the establishment of a component institution advisory committee consisting of faculty and students at the institution to consult with the Selection Committee.

- This faculty-student committee may, in accordance with a schedule set by the Chancellor, suggest persons who should be considered by the Selection Committee and individual members of that Committee. The Selection Committee shall be free to seek such additional consultation with the faculty and students as it deems appropriate.
- 4.2 Each chief administrative officer reports to and is responsible to the Deputy Chancellor, and he serves without fixed term subject to the pleasure of the Deputy Chancellor, but the Deputy Chancellor's actions concerning such chief administrative officers are subject to review and approval by the Board of Regents.
- 4.3 Within the policies and regulations of the Board of Regents, and under the supervision and direction of the Deputy Chancellor, the chief administrative officer has general authority and responsibility for the administration of that institution.
- 4.31 Specifically, the Chief Administrative Officer is expected, with the appropriate participation of the staff, to:
- 4.31(1) Develop and administer plans and policies for the program, organization, and operations of the institution.
 - 4.31(2) Interpret The University of Texas System policy to the staff, and interpret the institution's program and needs to the Deputy Chancellor and to the public.
 - 4.31(3) Develop and administer policies relating to students, where applicable, to the proper management of services to patients.
 - 4.31(4) Recommend appropriate operating budgets and supervise expenditures under approved budgets.
 - 4.31(5) Nominate all members of the faculty and staff, maintain efficient personnel programs, and recommend staff members for promotion, retention, or dismissal for cause.
 - 4.31(6) Insure efficient management of business affairs and physical property; recommend additions and alterations to the physical plant.
 - 4.31(7) 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.

- 4.31(8) Appoint all faculty, staff and student committees.
- 4.31(9) Cause to be prepared and submitted to the Deputy Chancellor the rules and regulations for the governance of the institution. When such rules and regulations have been finally approved by the Deputy Chancellor, they shall thereafter constitute the Handbook of Operating Procedures for that institution. Provided, however, that whether or not finally approved by the Deputy 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 Deputy 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.
- 4.31(10) Assume initiative in developing long-range plans for the program and physical facilities of the institution.
- 4.31(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. 5 Appointment of Other Administrative Officers.

- 5.1 The Board of Regents shall delegate to the Chancellor, the Chancellor shall delegate to the Deputy Chancellor, and the Deputy Chancellor shall delegate to the chief administrative officer of each component institution, the responsibility for the appointment of all other administrative officers of each component institution, and their primary operating units, including vice-presidents, deans, and directors, after obtaining prior approval of the Deputy Chancellor for each such appointment.
- 5.2 The chief administrative officer of each component institution is responsible for the appointment of department chairmen and/or department heads.
- 5.3 The Board of Regents 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 representatives of the faculty and student body. However, the chief administrative officer of the component institution will be held responsible for executing the duties of his office and consequently shall not be bound by nominations to key administrative positions in his office by campus selection committees in making his nominations to the Deputy Chancellor. Such advice and consultation as he may seek or be given shall not be binding upon his nominations for appointments to positions in the echelon immediately below his position.

Sec. 6. Interinstitutional Programs.

6.1 Advisory Council on Marine-Related Affairs.

- 6.11 The Council shall be chaired by the Deputy Chancellor (or his delegate) and membership shall consist of the Associate Deputy Chancellor for Academic Affairs, the Associate Deputy Chancellor for Health Affairs, and two persons from each of the following component institutions appointed by the respective chief administrative officers: U. T. Austin, U. T. Dallas, Galveston Medical Branch and San Antonio Health Science Center. Additional U. T. System component institutions may be appointed to membership on the Council by the Deputy Chancellor upon demonstration that they have substantive and ongoing programs in marine-related programs. The chairman shall call meetings of the Council as required.
- 6.12 The Council is charged with advising the Academic Affairs Council in the development of coordinated marine programs within the U. T. System institutions to maximize the efficient utilization of facilities, staff, and faculties and to serve most effectively the needs of students and the public. The Advisory Council on Marine-Related Affairs will advise the Academic Affairs Council on marine affairs in the U. T. System including degree programs, research activities, and the construction and conversion of facilities related to the oceans and the costal areas of Texas.

6.2 Advisory Council on Allied Health Programs.

- 6.21 The Council shall be chaired by the Deputy Chancellor and membership shall consist of the Associate Deputy Chancellor for Health Affairs, the Associate Deputy Chancellor for Academic Affairs, and one person from each of the following component institutions appointed by the respective chief administrative officers: U. T. Arlington, U. T. Dallas, U. T. El Paso, U. T. Permian Basin, U. T. San Antonio, Dallas Health Science Center, Galveston Medical Branch, Houston Health Science Center, San Antonio Health Science Center and System Nursing School. The Deputy Chancellor may add other component institutions to the Council as he deems appropriate. The chairman shall call meetings of the Council as required and may appoint such special study committees as are appropriate to the work of the Council.
- 6.22 The Council is charged with advising the Academic Affairs Council in the development of coordinated allied health programs within the U. T. System to maximize the efficient utilization of facilities, staff, and faculties and to provide the health manpower needs of the State.

AMENDMENT NO. 2

Amend Section 5.22 of Chapter I of Part One of the Regents' Rules and Regulations to read as follows:

"5.22 The Agenda. Under the direction of the Chairman of the Board, the Secretary shall prepare, document, and distribute the Agenda for all meetings of the Board and its committees. The Secretary shall also prepare and deliver the calendars of these meetings."

AMENDMENT NO. 3

Amend Section 5.23 of Chapter I of Part One of the Regents' Rules and Regulations to read as follows:

"5.23 Minutes. The Secretary shall record, prepare, and index the official Minutes of the Board 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 shall be kept in the Office of the Secretary and certified excerpts from these Minutes shall be prepared by the Secretary."

(In order to relieve the Chancellor of the burden of the day-to-day administrative operations of The University of Texas System and its component institutions, and in order to up-date the nomenclature of the Regents' Rules and Regulations.)

AMENDMENT NO. 4

Amend Chapters III through VI, inclusive, of Part One of the Regents' Rules and Regulations and Chapters I through XI, inclusive, of Part Two of the Regents' Rules and Regulations,

- (a) by striking therefrom the words "Deputy Chancellor for Administration" wherever they appear and substituting therefor the words "Deputy Chancellor";
- (b) by striking therefrom the word "Chancellor" wherever it appears and substituting therefor the words "Deputy Chancellor";
- (c) by authorizing and directing the Secretary to the Board of Regents to make such editorial changes in the Regents' Rules and Regulations as are necessary to conform the nomenclature in the Rules and Regulations with the new titles of System Administration officers that are adopted and set out in Amendment No. 1, above; and
- (d) by further authorizing and directing the Deputy Chancellor to present to the Board of Regents at its next meeting recommendations for such further amendment of the Regents' Rules and Regulations as may be necessary to effectuate and clarify the administrative reorganization outlined and accomplished in the foregoing four amendments to the Rules and Regulations.

Retain this copy. ^{with}
Basis for final draft ^{corr}

AMENDMENT NO. 1

Amend Chapter II of Part One of the Regents' Rules and Regulations
by substituting the following therefor:

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CHAPTER II

ADMINISTRATION

Sec. 1. General Provisions.

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

1.2 Component Institutions.

The University of Texas System is composed of 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 share 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. Officers of System Administration.

2.1 Chancellor Emeritus: The authority to bestow the title of Chancellor Emeritus shall rest with the Board of Regents, 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 of Regents. The Chancellor Emeritus shall have such duties and responsibilities as may be delegated or assigned to him by the Board of Regents and in these matters he shall report directly to the Board.

2.2 Principal Officers.

The Chancellor is the chief executive and administrative officer of The University of Texas System. The other principal executive and administrative officer of System Administration is the Deputy Chancellor.

2.3 Administrative Officers.

The other administrative officers of The University of Texas System are the Executive Assistant to the Chancellor; the Director for Development; Associate Deputy Chancellor for Academic Affairs; the Associate Deputy Chancellor for Health Affairs; the Associate Deputy Chancellor for Investments, Trusts and Lands; the Associate Deputy

the Budget Director;

the Director for Information;

Chancellor for Operations; the Director for Public Affairs; the Comptroller; the Director of Facilities Planning and Construction; ~~the General Counsel for~~ The University of Texas System; the System Personnel Director; ~~the Budget Director;~~ the Director of Accounting; ~~and~~ the Director of Police; *and the Director for Special Services.*

2.4 Appointment and Tenure of Administrative Officers.

2.41 The Chancellor of The University of Texas System shall be elected by the affirmative vote of a majority of the Regents in office. The Chancellor shall hold office without fixed term, subject to the pleasure of the Board of Regents.

2.42 The Deputy Chancellor, the Executive Assistant to the Chancellor, and the Director for Development shall each be appointed by the Board of Regents after nomination by the Chancellor. Each of such officers shall hold office without fixed term, subject to the pleasure of the Chancellor, whose actions concerning such officers are subject to review and approval by the Board of Regents.

2.43 All other administrative officers of The University of Texas System shall be appointed by the Board of Regents after nomination by the Deputy Chancellor. Officers so appointed shall not have tenure by virtue of their respective administrative offices. They shall hold office without fixed term, subject to the pleasure of the Deputy Chancellor. His actions concerning administrative ~~officers~~ officers are in turn subject to review and approval by the Board of Regents.

2.5 Staff and Line Functions of Officers Other than the *Deputy* Chancellor, Executive Assistant to the Chancellor and Director for Development.

2.51 Staff Function. Each ~~officer~~ *officer* of System Administration shall be responsible for planning and policy formulation in his particular field and shall serve as adviser in his area to the Deputy Chancellor. In addition, with the knowledge of the Deputy Chancellor, 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.

2.52 Duties. Officers of System Administration shall have such duties as shall be assigned to them by the Deputy Chancellor, and as his personal representatives, they may be assigned specific executive responsibilities for carrying out administrative policies.

Other than the Chancellor, the Deputy Chancellor, the Executive Assistant to the Chancellor, and the Director for Development,

Sec. 3 Administrative Authority, Duties and Responsibilities of Officers of System Administration.

3.1 Chancellor. The Chancellor is the chief executive officer of The University of Texas System. In the areas of development, general policy, and general academic planning for The University of Texas System and its component institutions, the Chancellor, by delegation from the Board

of Regents, is authorized to exercise or to delegate all of the power and authority possessed by the Board of Regents in the governance of the institutions composing The University of Texas System. The Chancellor reports to and is responsible to the Board of Regents.

3.2 Executive Assistant to the Chancellor.

The Executive Assistant to the Chancellor is an administrative officer of The University of Texas System, and is the principal assistant to the Chancellor in the administration of the responsibilities of the Office of the Chancellor. In this regard, the duties of the position include, but are not limited to:

- 3.21 Coordination of all matters between the Office of the Chancellor and the activities and functions in the Office of the Deputy Chancellor.
- 3.22 Coordination of all matters between the Office of the Chancellor and the Office of the Secretary to the Board of Regents.
- 3.23 Ongoing evaluation and coordination of the internal administrative procedures and supporting staff of the ~~Chancellor's~~ Office *of the Chancellor.*
- 3.24 Such other duties and responsibilities as may be directed by the Chancellor.

3.3 Director for Development.

The Director for Development is an administrative officer of The University of Texas System.

3.3(1) In carrying out his duties and responsibilities he:

- 3.3(1) (1) Serves as executive officer for The University of Texas System Advisory Council.
- 3.3(1) (2) Acts under the authority delegated by the Chancellor for private fund development for The University of Texas System.
- 3.3(1) (3) Coordinates policies and activities involving internal foundations and University-related external foundations.
- 3.3(1) (4) Coordinates and cooperates with the chief administrative officers of the component institutions in development programs.
- 3.3(1) (5) Coordinates 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.

3.3(1)(6) Advises component institution administrative officials, deans, and directors on projects involving private gift support, suggests possible granting agencies or benefactors, and assists when needed in the preparation of grant proposals and their presentation.

3.3(1)(7) Administers procedures for the preparation of gift records, gift processing, gift acknowledgments, and gift docket for the Board of Regents.

3.3(2) • The Director for Development reports to and is responsible to the Chancellor,

3.4 Deputy Chancellor.

the other

The Deputy Chancellor is a principal executive and administrative officer of The University of Texas System. The chief administrative officer of each component institution in the System, acting in a line capacity for the operation of his institution, reports to and is responsible to the Deputy Chancellor, and, through the Deputy Chancellor and the Chancellor, to the Board of Regents.

3.41 By delegation from the Chancellor, the Deputy Chancellor is the chief executive and administrative officer for the day-to-day administrative operations of The University of Texas System and its component institution. He shall:

3.41(1) Act as agent of the Board of Regents in implementing policies of the Board.

3.41(2) Present to the Board of Regents nominations for all officers of System Administration (other than Chancellor, Executive Assistant to the Chancellor, and Deputy Chancellor) and component institutions as provided in these Rules and Regulations.

3.41(3) With the aid and advice of the Board of Regents represent The University of Texas System with the Legislature, the Coordinating Board, Texas College and University System, and other state and federal agencies.

3.41(4) Conduct periodic review of the organization of The University of Texas System and its component institutions. In light of this review, he shall report to the Board of Regents recommendations for changes in organization, assignments, and procedures.

3.41(5) Normally act through the chief administrative officer regarding the affairs of any component institution of The University of Texas System; however, he shall not be precluded from any direct participation and communication with faculty members and groups.

3.41(6) Prepare the Agenda and the Material Supporting the Agenda for meetings of the Board of Regents and submit such material ~~to the Chancellor and to the Secretary to the Board of Regents for review and approval by~~ the Chairman of the Board, and furnish a copy of such material to the Chancellor for information.

the Director for Development

see

and recommend materials for inclusion in

consideration by

- 3.41(7) Recommend annual operating budgets and biennial legislative submissions of each component institution of The University of Texas System.
- 3.41(8) Develop and implement programs for the most efficient management of personnel and resources.
- 3.41(9) Develop and implement programs of long-range planning for physical facilities and financial resources.
- 3.41(10) Through the System Administration and the staff of the component institutions develop training programs for personnel in the nonacademic areas.
- 3.41(11) Plan and implement programs for uniform business systems development and management.
- 3.41(12) Have direct administrative authority and responsibility for efficient functioning of the following officers and operations:
 - 3.41(12)(1) Associate Deputy Chancellor for Academic Affairs
 - 3.41(12)(2) Associate Deputy Chancellor for Health Affairs
 - 3.41(12)(3) Associate Deputy Chancellor for Investments, Trusts and Lands
 - 3.41(12)(4) Associate Deputy Chancellor for Operations
 - 3.41(12)(5) Director for Information
 - 3.41(12)(6) Director for Public Affairs
 - 3.41(12)(7) Comptroller
 - 3.41(12)(8) Director of Facilities Planning and Construction
 - 3.41(12)(9) Budget Director
 - 3.41(12)(10) ~~Law Office~~ *General Counsel, The University of Texas System*
 - 3.41(12)(11) Director of Police
 - 3.41(12)(12) System Personnel Director
 - 3.41(12)(13) Director of Accounting of The University of Texas at Austin (with respect to System Administration activities)
 - 3.41(12)(14) Business Administrative Operations of the component institutions (coordination of activities)

*3.41(12)(13)
Director for Special Services*

here



3.41(13) In the absence of the Chancellor, or in the event of his inability to act, the Deputy Chancellor shall discharge the duties and responsibilities of the Chancellor.

3.42 The Deputy Chancellor reports to and is responsible to the Chancellor.

3.43 The Academic Affairs Council: The Academic Affairs Council is composed of the chief administrative officers of all component institutions of The University of Texas System. The Deputy Chancellor shall serve as the permanent chairman, and the Council shall review academic planning, operational procedures, development activities, and other matters of general concern to the several component institutions.

The Deputy Chancellor and

the Deputy Chancellor,
 3.44 University Council. The University Council is composed of the Associate Deputy Chancellor for Academic Affairs, and the chief administrative officers of the general academic institutions of The University of Texas System. The Deputy Chancellor 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.

the Deputy Chancellor,
 3.45 Health Affairs Council. The Health Affairs Council is composed of the Associate Deputy Chancellor for Health Affairs, and the chief administrative officers of the component institutions of The University of Texas System concerned directly with health affairs. The Deputy Chancellor 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.

3.46 Business Management Council. The Business Management Council advises the Deputy 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 and the Deputy Chancellor (the Chairman), who prepares the agenda.

here
 3.5 Associate Deputy Chancellor for Academic Affairs. The Associate Deputy Chancellor for Academic Affairs (general academic institutions) is an administrative officer of The University of Texas System.

3.51 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Academic Affairs has the general assignment of effective coordination of the general academic institutions. Specifically, he:

- 3.51(1) Submits to the Deputy Chancellor recommendations on The University of Texas System programs in education, research, and public service, including general plans and operations of general academic institutions.
- 3.51(2) Reviews and makes recommendations on proposals from the general academic institutions requiring action by the Deputy Chancellor.
- 3.51(3) Prepares and submits to the Deputy Chancellor long range and immediate academic plans.
- 3.51(4) Pursuant to governing policies, recommends to the Deputy Chancellor upon the annual operating budget requests submitted by each general academic institution. ~~(One month prior to review by the Board of Regents).~~
- 3.51(5) Recommends to the Deputy Chancellor legislative appropriation requests (and policies for the development of such requests) to be submitted by The University of Texas System on behalf of the general academic institutions.
- 3.51(6) Processes all academic matters for the System institutions, both health and academic, with the Coordinating Board, and coordinates other academic matters directed to the Coordinating Board.

Associate

3.52 ~~The Assistant to the~~ Deputy Chancellor for Academic Affairs reports to and is responsible to the Deputy Chancellor.

3.6 Associate Deputy Chancellor for Health Affairs.

The Associate Deputy Chancellor for Health Affairs is an administrative officer of The University of Texas System.

3.61 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Health Affairs has the general assignment of effective coordination of those component institutions concerned primarily with health sciences. Specifically, he:

education

3.61(1) Submits to the Deputy Chancellor recommendations on The University of Texas System programs on health science education, research, and public service, including general plans and operations of the biomedical institutions.

3.61(2) Reviews and makes recommendations on proposals from the biomedical institutions requiring action by the Deputy Chancellor.

3.61(3) Prepares and submits to the Deputy Chancellor long range and immediate academic plans.

3.61(4) Pursuant to governing policies, recommends to the Deputy Chancellor upon the annual operating budget requests submitted by each biomedical institution, ~~(one month prior to review by the Board of Regents)~~.

3.61(5) Recommends to the Deputy Chancellor legislative appropriation requests (and policies for the development of such requests) to be submitted by The University of Texas System on behalf of the biomedical institutions.

3.62 The Associate Deputy Chancellor for Health Affairs reports to and is responsible to the Deputy Chancellor.

3.7 Associate Deputy Chancellor for Investments, Trusts and Lands.

The Associate Deputy Chancellor for Investments, Trusts and Lands is an administrative officer of The University of Texas System.

3.71 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Investments, Trusts and Lands implements, when they are approved by the Board of Regents, policies and actions with respect to:

3.71(1) The investment, management, and administration of all endowment funds belonging to The University of Texas System and its component institutions, including the Permanent University Fund, the Available Fund, and all trust and special funds.

3.71(2) The management and administration of the surface of all endowment lands and real estate belonging to The University of Texas System and its component institutions, including the West Texas Lands and all trust properties.

- See
- 3.71(3) The management and administration of oil, gas, and other mineral exploration and production on all endowment lands and real estate belonging to The University of Texas System and its component institutions, including the West Texas Lands and all trust properties.
- 3.71(4) The issuance, management, and payment of all bonds and other evidences of indebtedness issued by the Board of Regents for The University of Texas System and its component institutions.
- 3.71(5) Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.
- 3.71(6) Presenting to the Board of Regents through the Deputy Chancellor ~~and 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 University of Texas System and its component institutions.
- 3.71(7) 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 University of Texas System and its component institutions.
- 3.71(8) Supervising the proper operation of the following budgeted activities:
 Office of Investments, Trusts and Lands
 Board for Lease - University Lands;
 Auditing Oil and Gas Production;
 University Lands - Geology and Surveying;
 Oil Field Supervision and Geophysical
 Exploration;
 University Lands - Surfact Leasing
- 3.72 The Associate Deputy Chancellor for Investments, Trusts and Lands reports to and is responsible to the Deputy Chancellor.
- 7

3.8 Associate Deputy Chancellor for Operations.

The Associate Deputy Chancellor for Operations is an administrative officer of The University of Texas System.

3.81 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Operations is responsible for:

3.81(1) Supervising and coordinating the acquisition of all real property at the component institutions.

3.81(2) Representing the Deputy Chancellor at all meetings of:

Committee of Governing Boards;
Council of College Presidents;
Coordinating Board;
TASSCUBO;

Texas Association of Classroom Teachers; and

such other organizations as the Chancellor or Deputy Chancellor may designate.

3.81(3) Direct responsibility for the management of the System-wide insurance programs, including approval of all policies, such programs to include:

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

3.81(4) Special assignments, as delegated or assigned by the Deputy Chancellor.

3.82 The Associate Deputy Chancellor for Operations reports to and is responsible to the Deputy Chancellor.

3.9 Director for Information.

The Director for Information is an administrative officer of The University of Texas System.

3.91 Subject to delegation by the Deputy Chancellor, the Director for Information:

3.91(1) Has direct responsibility for communications about activities of the Board of Regents and The University of Texas System Administration.

3.91(2) Has the responsibility of coordinating news releases and other public information emanating from the component institutions, which involve the Board of Regents, and System Administration.

- 3.91(3) Coordinates and serves as liaison to any person or persons who serve as consultants to The University of Texas System administration in the area of media relations and public information dissemination.
 - 3.91(4) Develops a format for the presentation of information about System and/or component institutions to the general public.
 - 3.91(5) Makes recommendations to the Deputy Chancellor regarding budget requests and staffing requirements for the public information services of the component institutions.
 - 3.91(6) Performs such other duties and assignments as may be delegated to him ~~from~~ the Deputy Chancellor.
- 3.92 The Director for Information reports to and is responsible to the Deputy Chancellor.

3.10 Director for Public Affairs.

The Director for Public Affairs is an administrative officer of The University of Texas System.

- 3.10(1) Subject to delegation by the Deputy Chancellor, the Director for Public Affairs shall:

- 3.10(1)(1) On the direction of the Deputy Chancellor represent The University of Texas System in its relations with federal agencies, the Texas Legislature, and state and municipal agencies.
- 3.10(1)(2) Advise the Deputy Chancellor on relations with the Congress and federal agencies, the Legislature, and state agencies.
- 3.10(1)(3) Inform appropriate administrative officers of current and long-range developments on the national level and the state level, which may affect The University of Texas System and its component institutions.
- 3.10(1)(4) Maintain and distribute information on federal and state programs, which will assure continuous and prompt action by The University of Texas System on applications and communications to federal and state agencies and offices.
- 3.10(1)(5) Advise the appropriate officials of the component institutions with regard to available federal and state programs and facilitate their participation therein.

- 3.10(2) The Director for Public Affairs reports to and is responsible to the Deputy Chancellor; provided, however, that with regard to legislative matters, the Director for Public Affairs shall work with and under the direction of the Chairman of the Board of Regents or his delegate.

3.11 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction is an administrative officer of The University of Texas System.

3.11(1) Subject to delegation by the Deputy Chancellor, the Director:

- 3.11(1)(1) Has direct supervisory responsibility over the administration and general supervision of any new building construction and initial equipping thereof costing in excess of \$5,000; any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$50,000 or more; 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 University of Texas System; and over consultation, advice and work with the architects and engineers employed by the Board of Regents, subject to the terms and conditions of the contracts with those architects and engineers.
- 3.11(1)(2) Serves as ex officio member of all faculty building committees at the component institutions.
- 3.11(1)(3) Prepares and executes 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.
- 3.11(1)(4) Coordinates the preparation of and approves all grant applications on approved construction projects filed with governmental agencies.
- 3.11(1)(5) Coordinates the development of and maintains master plans for all component institutions, including but not limited to land utilization, utility, and landscape plans.
- 3.11(1)(6) Develops standards for maintenance of all physical facilities at component institutions.
- 3.11(1)(7) Has direct responsibility for negotiation and approval of all utility contracts.

3.11(2) The Director of Facilities Planning and Construction reports to and is responsible to the Deputy Chancellor.

3.12 Comptroller.

The Comptroller is an administrative officer of The University of Texas System.

- 3.12(1) Subject to delegation by the Deputy Chancellor, the Comptroller formulates and recommends procedures to be followed in the business operations of The University of Texas System for:
- 3.12(1) (1) Accounting, auditing and reporting, and expenditure control.
 - 3.12(1) (2) Receipt, disbursements, and custody of moneys.
 - 3.12(1) (3) Procurement and purchasing.
 - 3.12(1) (4) Management of auxiliary service enterprises.
 - 3.12(1) (5) Data processing systems -- including prior approval of equipment acquisitions by purchase or lease.
 - 3.12(1) (6) Accounting and business system development.
 - 3.12(1) (7) Accounting records, forms, procedures and financial reports, including format for such reports.
 - 3.12(1) (8) Terms of depository agreements with banks.
 - 3.12(1) (9) Lease contracts for building space.
 - 3.12(1) (10) Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
 - 3.12(1) (11) Supervision of post auditing at each component institution.
- 3.12(2) The Comptroller is responsible as joint custodian with the Director of Accounting of The University of Texas at Austin for securities owned by The University of Texas System funds that are not on deposit in the State Treasury.
- 3.12(3) The Comptroller reports to and is responsible to the Deputy Chancellor.

3.13 Budget Director.

The Budget Director is an administrative officer of The University of Texas System.

- 3.13(1) The Budget Director's primary responsibilities are to plan and develop systems and procedures for uniform budget preparation, budget control, and financial reporting.
- 3.13(2) Subject to delegation by the Deputy Chancellor, the Budget Director:
- 3.13(2) (1) Formulates procedures governing the preparation and review of all budgets and development of effective methods of presenting approved budgets to appropriate agencies.

- 3.13(2) (2) Recommends procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
 - 3.13(2) (3) Prepares budget-writing instructions.
 - 3.13(2) (4) Conducts budget and other related research studies.
 - 3.13(2) (5) Plans systems and procedures for budgetary control and financial reporting.
 - 3.13(2) (6) Controls and supervises distribution of all budgets, and processes and approves (as delegated) interim budget changes.
 - 3.13(2) (7) Prepares periodic budgetary, financial, and special reports, as appropriate.
 - 3.13(2) (8) Serves as liaison with the staff of the Legislative Budget Board, the Governor's Budget Office, and the Coordinating Board, Texas College and University System.
- 3.13(3) The Budget Director reports to and is responsible to the Deputy Chancellor.

3.14 General Counsel *for* The University of Texas System

The General Counsel *for* The University of Texas System is an administrative officer of The University of Texas System.

3.14(1) Subject to delegation by the Deputy Chancellor, the General Counsel *for* The University of Texas System is responsible for:

- 3.14(1) (1) Administering and supervising all legal matters affecting The University of Texas System.
- 3.14(1) (2) Delegating to staff members responsibility for the administration and general supervision of certain legal matters, the scheduling of work loads, and the assignment by subject of legal problems to staff members.
- 3.14(1) (3) Approving as to form all contracts and agreements.
- 3.14(1) (4) Approving as to form all amendments to the Regents' Rules and Regulations.
- 3.14(1) (5) Approving as to both form and content all Institutional Handbooks of Operating Procedures, whether finally approved or not, and all amendments to such handbooks.
- 3.14(1) (6) Drafting all legislation that has been approved by the Board of Regents or that has been requested by any officer of System Administration for submission to the Board of Regents for approval.
- 3.14(1) (7) Working in cooperation with the Attorney General of the State of Texas, as well as legal counsel engaged in private practice or in practice for any agency of the state.
- 3.14(1) (8) Any other legal matters delegated by the Deputy Chancellor.

3.14(2) The General Counsel of The University of Texas System reports to and is responsible to the Deputy Chancellor.

3.15 System Personnel Director.

The System Personnel Director is an administrative officer of The University of Texas System.

3.15(1) The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Deputy Chancellor, the System Personnel Director:

- 3.15(1)(1) Acts as liaison between component institution personnel officers and the System offices regarding all personnel matters related to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 3.15(1)(2) Advises the System Officers and makes recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 3.15(1)(3) Reviews and recommends all classified personnel pay plans for each component institution, including the establishment of proper classifications and pay scales consistent with needs and System-wide policies and procedures.
- 3.15(1)(4) Reviews and recommends the Personnel Office budgets for each component institution.
- 3.15(1)(5) Directs administration of the System Personnel Office, including the Workmen's Compensation Insurance section.
- 3.15(1)(6) Reviews and recommends 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.
- 3.15(1)(7) Establishes Employee Development and Training Programs for all component institutions, including particularly Supervisory Training Programs.
- 3.15(1)(8) Formulates policies and procedures concerning labor relations and employer-employee relationships.
- 3.15(1)(9) Assists in establishing Personnel Data Systems and proper practices and procedures concerning the personnel records of all employees.

- 3.15(1) (10) Conducts System-wide Wage and Salary Research Studies and formulates data for proper implementation of personnel pay programs.
- 3.15(1) (11) In consultation with the personnel offices of the component institutions, develops and maintains a System-wide personnel pay plan with uniform titles and account numbers.
- 3.15(2) The System Personnel Director reports to and is responsible to the Deputy Chancellor.
- 3.16 Director of Accounting of The University of Texas at Austin.
The Director of Accounting of The University of Texas at Austin is the accounting officer for both The University of Texas at Austin and for System Administration.
- 3.16(1) Subject to delegation by the Deputy Chancellor, he shall:
- 3.16(1) (1) Have 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.
- 3.16(1) (2) Have custodianship with the Comptroller of securities owned by The University of Texas System funds that are not on deposit in the State Treasury.
- 3.16(1) (3) Maintain a full and complete set of records that accurately reflect the balances and transactions of all financial and property accounts of The University of Texas System (as contrasted with such accounts of the component institutions).
- 3.16(2) With respect to System Administration matters, the Director of Accounting of The University of Texas at Austin reports to and is responsible to the Deputy Chancellor. With respect to other matters, he reports to the appropriate officers of The University of Texas at Austin.
- 3.17 Director of Police.
The Director of Police is an administrative officer of The University of Texas System.
- 3.17(1) Subject to delegation by the Deputy Chancellor, the Director of Police is responsible for:
- 3.17(1) (1) Recommending qualifications for police personnel at the component institutions of The University of Texas System.
- 3.17(1) (2) Recommending the organizational structure for police departments at the component institutions of The University of Texas System.

- 3.17(1) (3) Establishing a uniform training program for System police, including basic in-service training and seminars, establishment of a program for supervision and coordination of on-the-job training at each component institution of The University of Texas System, and developing of new training techniques.
- 3.17(1) (4) Conducting The University of Texas 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.
- 3.17(1) (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.
- 3.17(1) (6) Establishing a uniform reporting and record system for police departments at the component institutions of The University of Texas System.
- 3.17(1) (7) Conducting periodic surveys of the police departments of the component institutions and evaluating their performance as police agencies.
- 3.17(1) (8) Submitting periodic reports to the Deputy Chancellor concerning the operations of the police departments of the component institutions of The University of Texas System.
- 3.17(2) The Director of Police reports to and is responsible to the Deputy Chancellor.

Sec. 4. Chief Administrative Officers of Component Institutions.

- 4.1 The Chancellor shall appoint the chief administrative officer of each component institution, as defined in this section, after receiving the prior approval of the Board of Regents. The Chancellor shall be assisted in making his appointment by a Selection Committee made up of the Chancellor, who serves as chairman, the Deputy Chancellor, the Associate Deputy Chancellors for Academic Affairs and for Health Affairs, two Regents, three chief administrative officers from the U. T. System appointed by the Chairman of the Board of Regents, and such other persons as the Chairman of the Board of Regents may deem appropriate. The availability of candidates and their interest in the position will be determined by this Selection Committee. The Chancellor will ordinarily authorize the establishment of a component institution advisory committee consisting of faculty and students at the institution to consult with the Selection Committee.

- This faculty-student committee may, in accordance with a schedule set by the Chancellor, suggest persons who should be considered by the Selection Committee and individual members of that Committee. The Selection Committee shall be free to seek such additional consultation with the faculty and students as it deems appropriate.
- 4.2 Each chief administrative officer reports to and is responsible to the Deputy Chancellor, and he serves without fixed term, subject to the pleasure of the Deputy Chancellor, but the Deputy Chancellor's actions concerning such chief administrative officers are subject to review and approval by the Board of Regents.
- 4.3 Within the policies and regulations of the Board of Regents, and under the supervision and direction of the Deputy Chancellor, the chief administrative officer has general authority and responsibility for the administration of that institution.
- 4.31 Specifically, the Chief Administrative Officer is expected, with the appropriate participation of the staff, to:
- 4.31(1) Develop and administer plans and policies for the program, organization, and operations of the institution.
 - 4.31(2) Interpret The University of Texas System policy to the staff, and interpret the institution's program and needs to the Deputy Chancellor and to the public.
 - 4.31(3) Develop and administer policies relating to students, where applicable, to the proper management of services to patients.
 - 4.31(4) Recommend appropriate operating budgets and supervise expenditures under approved budgets.
 - 4.31(5) Nominate all members of the faculty and staff, maintain efficient personnel programs, and recommend staff members for promotion, retention, or dismissal for cause.
 - 4.31(6) Insure efficient management of business affairs and physical property; recommend additions and alterations to the physical plant.
 - 4.31(7) 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.

- 4.31(8) Appoint all faculty, staff and student committees.
- 4.31(9) Cause to be prepared and submitted to the Deputy Chancellor the rules and regulations for the governance of the institution. When such rules and regulations have been finally approved by the Deputy Chancellor, they shall thereafter constitute the Handbook of Operating Procedures for that institution. Provided, however, that whether or not finally approved by the Deputy 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 Deputy 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.
- 4.31(10) Assume initiative in developing long-range plans for the program and physical facilities of the institution.
- 4.31(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. 5 Appointment of Other Administrative Officers.

- 5.1 The Board of Regents shall delegate to the Chancellor, the Chancellor shall delegate to the Deputy Chancellor, and the Deputy Chancellor shall delegate to the chief administrative officer of each component institution, the responsibility for the appointment of all other administrative officers of each component institution, and their primary operating units, including vice-presidents, deans, and directors, after obtaining prior approval of the Deputy Chancellor for each such appointment.
- 5.2 The chief administrative officer of each component institution is responsible for the appointment of department chairmen and/or department heads.
- 5.3 The Board of Regents 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 representatives of the faculty and student body. However, the chief administrative officer of the component institution ~~will~~^{is} ~~be held~~ responsible for executing the duties of his office and consequently shall not be bound by nominations to key administrative positions in his office by campus selection committees in making his nominations to the Deputy Chancellor. Such advice and consultation as he may seek or be given shall not be binding upon his nominations for appointments to positions in the echelon immediately below his position.

Sec. 6. Interinstitutional Programs.

6.1 Advisory Council on Marine-Related Affairs.

6.11 The Council shall be chaired by the Deputy Chancellor (or his delegate) and membership shall consist of *the Deputy Chancellor, ->* the Associate Deputy Chancellor for Academic Affairs, the Associate Deputy Chancellor for Health Affairs, and two persons from each of the following component institutions appointed by the respective chief administrative officers: U. T. Austin, U. T. Dallas, Galveston Medical Branch and San Antonio Health Science Center. Additional U. T. System component institutions may be appointed to membership on the Council by the Deputy Chancellor upon demonstration that they have substantive and ongoing programs in marine-related programs. The chairman shall call meetings of the Council as required.

6.12 The Council is charged with advising the Academic Affairs Council in the development of coordinated marine programs within the U. T. System institutions to maximize the efficient utilization of facilities, staff, and faculties and to serve most effectively the needs of students and the public. The Advisory Council on Marine-Related Affairs will advise the Academic Affairs Council on marine affairs in the U. T. System including degree programs, research activities, and the construction and conversion of facilities related to the oceans and the coastal areas of Texas.

6.2 Advisory Council on Allied Health Programs. *the Deputy Chancellor,*

6.21 *(or his delegate)* The Council shall be chaired by the Deputy Chancellor and membership shall consist of the Associate Deputy Chancellor for Health Affairs, the Associate Deputy Chancellor for Academic Affairs, and one person from each of the following component institutions appointed by the respective chief administrative officers: U. T. Arlington, U. T. Dallas, U. T. El Paso, U. T. Permian Basin, U. T. San Antonio, Dallas Health Science Center, Galveston Medical Branch, Houston Health Science Center, San Antonio Health Science Center and System Nursing School. The Deputy Chancellor may add other component institutions to the Council as he deems appropriate. The chairman shall call meetings of the Council as required and may appoint such special study committees as are appropriate to the work of the Council.

6.22 The Council is charged with advising the Academic Affairs Council in the development of coordinated allied health programs within the U. T. System to maximize the efficient utilization of facilities, staff, and faculties and to provide the health manpower needs of the State.

>>
U.T. Austin

Copy of this
given Mr. Walker
+ me for
Dr. Semer

AMENDMENT NO. 1

Amend Chapter II of Part One of the Regents' Rules and Regulations
by substituting the following therefor:

Call Mr. Walker's attn. to
Page 15.

CHAPTER II

ADMINISTRATION

Sec. 1. General Provisions.

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

1.2 Component Institutions.

The University of Texas System is composed of 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 share 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. Officers of System Administration.

2.1 Chancellor Emeritus: The authority to bestow the title of Chancellor Emeritus shall rest with the Board of Regents, 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 of Regents. The Chancellor Emeritus shall have such duties and responsibilities as may be delegated or assigned to him by the Board of Regents and in these matters he shall report directly to the Board.

2.2 Principal Officers.

The Chancellor is the chief executive and administrative officer of The University of Texas System. The other principal executive and administrative officer of System Administration is the Deputy Chancellor.

2.3 Administrative Officers.

The other administrative officers of The University of Texas System are the Executive Assistant to the Chancellor; the Director for Development; Associate Deputy Chancellor for Academic Affairs; the Associate Deputy Chancellor for Health Affairs; the Associate Deputy Chancellor for Investments, Trusts and Lands; the Associate Deputy

Chancellor for Operations; the Director for Information; the Director for Public Affairs; the Comptroller; the Director of Facilities Planning and Construction; the Budget Director; the General Counsel for The University of Texas System; the System Personnel Director; the Director of Accounting; the Director of Police; and the Director for Special Services.

2.4 Appointment and Tenure of Administrative Officers.

2.41 The Chancellor of The University of Texas System shall be elected by the affirmative vote of a majority of the Regents in office. The Chancellor shall hold office without fixed term, subject to the pleasure of the Board of Regents.

2.42 The Deputy Chancellor, the Executive Assistant to the Chancellor, and the Director for Development shall each be appointed by the Board of Regents after nomination by the Chancellor. Each of such officers shall hold office without fixed term, subject to the pleasure of the Chancellor, whose actions concerning such officers are subject to review and approval by the Board of Regents.

2.43 All other administrative officers of The University of Texas System shall be appointed by the Board of Regents after nomination by the Deputy Chancellor. Officers so appointed shall not have tenure by virtue of their respective administrative offices. They shall hold office without fixed term, subject to the pleasure of the Deputy Chancellor. His actions concerning administrative officers are in turn subject to review and approval by the Board of Regents.

2.5 Staff and Line Functions of Officers Other than the Chancellor, Deputy Chancellor, Executive Assistant to the Chancellor and Director for Development.

2.51 Staff Function. Each officer of System Administration, other than the Chancellor, the Deputy Chancellor, the Executive Assistant to the Chancellor, and the Director for Development, shall be responsible for planning and policy formulation in his particular field and shall serve as adviser in his area to the Deputy Chancellor. In addition, with the knowledge of the Deputy Chancellor, 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.

2.52 Duties. Such Officers of System Administration shall have such duties as shall be assigned to them by the Deputy Chancellor, and as his personal representatives, they may be assigned specific executive responsibilities for carrying out administrative policies.

Sec. 3 Administrative Authority, Duties and Responsibilities of Officers of System Administration.

- 3.1 Chancellor. The Chancellor is the chief executive officer of The University of Texas System. In the areas of development, general policy, and general academic planning for The University of Texas System and its component institutions, the Chancellor, by delegation from the Board of Regents, is authorized to exercise or to delegate all of the power and authority possessed by the Board of Regents in the governance of the institutions composing The University of Texas System. The Chancellor reports to and is responsible to the Board of Regents.
- 3.2 Executive Assistant to the Chancellor. The Executive Assistant to the Chancellor is an administrative officer of The University of Texas System, and is the principal assistant to the Chancellor in the administration of the responsibilities of the Office of the Chancellor. In this regard, the duties of the position include, but are not limited to:
- 3.21 Coordination of all matters between the Office of the Chancellor and the activities and functions in the Office of the Deputy Chancellor.
- 3.22 Coordination of all matters between the Office of the Chancellor and the Office of the Secretary to the Board of Regents.
- 3.23 Ongoing evaluation and coordination of the internal administrative procedures and supporting staff of the Office of the Chancellor.
- 3.24 Such other duties and responsibilities as may be directed by the Chancellor.
- 3.3 Director for Development. The Director for Development is an administrative officer of The University of Texas System.
- 3.3(1) In carrying out his duties and responsibilities he:
- 3.3(1) (1) Serves as executive officer for The University of Texas System Advisory Council.
- 3.3(1) (2) Acts under the authority delegated by the Chancellor for private fund development for The University of Texas System.
- 3.3(1) (3) Coordinates policies and activities involving internal foundations and University-related external foundations.
- 3.3(1) (4) Coordinates and cooperates with the chief administrative officers of the component institutions in development programs.

- 3.3(1) (5) Coordinates 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.
- 3.3(1) (6) Advises component institution administrative officials, deans, and directors on projects involving private gift support, suggests possible granting agencies or benefactors, and assists when needed in the preparation of grant proposals and their presentation.
- 3.3(1) (7) Administers procedures for the preparation of gift records, gift processing, gift acknowledgments, and gift docket for the Board of Regents.
- 3.3(2) The Director for Development reports to and is responsible to the Chancellor,

3.4 Deputy Chancellor.

The Deputy Chancellor is the other principal executive and administrative officer of The University of Texas System. The chief administrative officer of each component institution in the System, acting in a line capacity for the operation of his institution, reports to and is responsible to the Deputy Chancellor, and, through the Deputy Chancellor and the Chancellor, to the Board of Regents.

3.41 By delegation from the Chancellor, the Deputy Chancellor is the chief executive and administrative officer for the day-to-day administrative operations of The University of Texas System and its component institutions. He shall:

- 3.41(1) Act as agent of the Board of Regents in implementing policies of the Board.
- 3.41(2) Present to the Board of Regents nominations for all officers of System Administration (other than Chancellor, the Executive Assistant to the Chancellor, the Director for Development, and the Deputy Chancellor) and component institutions as provided in these Rules and Regulations.
- 3.41(3) With the aid and advice of the Board of Regents represent The University of Texas System with the Legislature, the Coordinating Board, Texas College and University System, and other state and federal agencies.

- 3.41(4) Conduct periodic review of the organization of The University of Texas System and its component institutions. In light of this review, he shall report to the Board of Regents recommendations for changes in organization, assignments, and procedures.
- 3.41(5) Normally act through the chief administrative officer regarding the affairs of any component institution of The University of Texas System; however, he shall not be precluded from any direct participation and communication with faculty members and groups.
- 3.41(6) Approve and submit for the meetings of the Board of Regents all recommendations to the Secretary to the Board of Regents for consideration by the Chairman of the Board, with a copy to the Chancellor.
- 3.41(7) Recommend annual operating budgets and biennial legislative submissions of each component institution of The University of Texas System.
- 3.41(8) Develop and implement programs for the most efficient management of personnel and resources.
- 3.41(9) Develop and implement programs of long-range planning for physical facilities and financial resources.
- 3.41(10) Through the System Administration and the staff of the component institutions develop training programs for personnel in the nonacademic areas.
- 3.41(11) Plan and implement programs for uniform business systems development and management.
- 3.41(12) Have direct administrative authority and responsibility for efficient functioning of the following officers and operations:
- 3.41(12)(1) Associate Deputy Chancellor for Academic Affairs
 - 3.41(12)(2) Associate Deputy Chancellor for Health Affairs
 - 3.41(12)(3) Associate Deputy Chancellor for Investments, Trusts and Lands
 - 3.41(12)(4) Associate Deputy Chancellor for Operations
 - 3.41(12)(5) Director for Information
 - 3.41(12)(6) Director for Public Affairs
 - 3.41(12)(7) Comptroller
 - 3.41(12)(8) Director of Facilities Planning and Construction
 - 3.41(12)(9) Budget Director
 - 3.41(12)(10) General Counsel, The University of Texas System
 - 3.41(12)(11) Director of Police
 - 3.41(12)(12) System Personnel Director
 - 3.41(12)(13) Director for Special Services

- 3.41(12)(14) Director of Accounting of The University of Texas at Austin (with respect to System Administration activities)
- 3.41(12)(15) Business Administrative Operations of the component institutions (coordination of activities)
- 3.41(13) In the absence of the Chancellor, or in the event of his inability to act, the Deputy Chancellor shall discharge the duties and responsibilities of the Chancellor.
- 3.42 The Deputy Chancellor reports to and is responsible to the Chancellor.
- 3.43 The Academic Affairs Council: The Academic Affairs Council is composed of the Deputy Chancellor and the chief administrative officers of all component institutions of The University of Texas System. The Deputy Chancellor shall serve as the permanent chairman, and the Council shall review academic planning, operational procedures, development activities, and other matters of general concern to the several component institutions.
- 3.44 University Council. The University Council is composed of the Deputy Chancellor, the Associate Deputy Chancellor for Academic Affairs, and the chief administrative officers of the general academic institutions of The University of Texas System. The Deputy Chancellor 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.
- 3.45 Health Affairs Council. The Health Affairs Council is composed of the Deputy Chancellor, the Associate Deputy Chancellor for Health Affairs, and the chief administrative officers of the component institutions of The University of Texas System concerned directly with health affairs. The Deputy Chancellor 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.
- 3.46 Business Management Council. The Business Management Council advises the Deputy 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 and the Deputy Chancellor (the Chairman), who prepares the agenda.

3.5 Associate Deputy Chancellor for Academic Affairs.

The Associate Deputy Chancellor for Academic Affairs (general academic institutions) is an administrative officer of The University of Texas System.

- 3.51 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Academic Affairs has the general assignment of effective coordination of the general academic institutions. Specifically, he:
- 3.51(1) Submits to the Deputy Chancellor recommendations on The University of Texas System programs in education, research, and public service, including general plans and operations of general academic institutions.
 - 3.51(2) Reviews and makes recommendations on proposals from the general academic institutions requiring action by the Deputy Chancellor.
 - 3.51(3) Prepares and submits to the Deputy Chancellor long range and immediate academic plans.
 - 3.51(4) Pursuant to governing policies, recommends to the Deputy Chancellor upon the annual operating budget requests submitted by each general academic institution
 - 3.51(5) Recommends to the Deputy Chancellor legislative appropriation requests (and policies for the development of such requests) to be submitted by The University of Texas System on behalf of the general academic institutions.
 - 3.51(6) Processes all academic matters for the System institutions, both health and academic, with the Coordinating Board, and coordinates other academic matters directed to the Coordinating Board.
- 3.52 The Associate Deputy Chancellor for Academic Affairs reports to and is responsible to the Deputy Chancellor.

3.6 Associate Deputy Chancellor for Health Affairs.

The Associate Deputy Chancellor for Health Affairs is an administrative officer of The University of Texas System.

- 3.61 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Health Affairs has the general assignment of effective coordination of those component institutions concerned primarily with health sciences. Specifically, he:
- 3.61(1) Submits to the Deputy Chancellor recommendation on The University of Texas System programs on health science education, research, and public service, including general plans and operations of the biomedical institutions.
 - 3.61(2) Reviews and makes recommendations on proposals from the biomedical institutions requiring action by the Deputy Chancellor.

- 3.61(3) Prepares and submits to the Deputy Chancellor long range and immediate academic plans.
 - 3.61(4) Pursuant to governing policies, recommends to the Deputy Chancellor upon the annual operating budget requests submitted by each biomedical institution.
 - 3.61(5) Recommends to the Deputy Chancellor legislative appropriation requests (and policies for the development of such requests) to be submitted by The University of Texas System on behalf of the biomedical institutions.
- 3.62 The Associate Deputy Chancellor for Health Affairs reports to and is responsible to the Deputy Chancellor.

3.7 Associate Deputy Chancellor for Investments, Trusts and Lands.

The Associate Deputy Chancellor for Investments, Trusts and Lands is an administrative officer of The University of Texas System.

- 3.71 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Investments, Trusts and Lands implements, when they are approved by the Board of Regents, policies and actions with respect to:
- 3.71(1) The investment, management, and administration of all endowment funds belonging to The University of Texas System and its component institutions, including the Permanent University Fund, the Available Fund, and all trust and special funds.
 - 3.71(2) The management and administration of the surface of all endowment lands and real estate belonging to The University of Texas System and its component institutions, including the West Texas Lands and all trust properties.
 - 3.71(3) The management and administration of oil, gas, and other mineral exploration and production on all endowment lands and real estate belonging to The University of Texas System and its component institutions, including the West Texas Lands and all trust properties.
 - 3.71(4) The issuance, management, and payment of all bonds and other evidences of indebtedness issued by the Board of Regents for The University of Texas System and its component institutions.
 - 3.71(5) Working closely with the Board for Lease of University Lands in the discharge of its duties and responsibilities.

- 3.71(6) Presenting to the Board of Regents through the Deputy Chancellor periodic reports of the status and prospect of funds for which he has responsibility and that will be available for expenditure by The University of Texas System and its component institutions.
 - 3.71(7) 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 University of Texas System and its component institutions.
 - 3.71(8) Supervising the proper operation of the following budgeted activities:
 - Office of Investments, Trusts and Lands Board for Lease - University Lands;
 - Auditing Oil and Gas Production;
 - University Lands - Geology and Surveying;
 - Oil Field Supervision and Geophysical Exploration;
 - University Lands - Surface Leasing
- 3.72 The Associate Deputy Chancellor for Investments, Trusts and Lands reports to and is responsible to the Deputy Chancellor.
- 3.8 Associate Deputy Chancellor for Operations.
The Associate Deputy Chancellor for Operations is an administrative officer of The University of Texas System.
- 3.81 Subject to delegation by the Deputy Chancellor, the Associate Deputy Chancellor for Operations is responsible for:
- 3.81(1) Supervising and coordinating the acquisition of all real property at the component institutions.
 - 3.81(2) Representing the Deputy Chancellor at all meetings of:
 - Committee of Governing Boards;
 - Council of College Presidents;
 - Coordinating Board;
 - TASSCUBO;
 - Texas Association of Classroom Teachers; and
 - such other organizations as the Chancellor or Deputy Chancellor may designate.

3.81(3) Direct responsibility for the management of the System-wide insurance programs, including approval of all policies, such programs to include:

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

3.81(4) Special assignments, as delegated or assigned by the Deputy Chancellor.

3.82 The Associate Deputy Chancellor for Operations reports to and is responsible to the Deputy Chancellor.

3.9 Director for Information.

The Director for Information is an administrative officer of The University of Texas System.

3.91 Subject to delegation by the Deputy Chancellor, the Director for Information:

3.91(1) Has direct responsibility for communications about activities of the Board of Regents and The University of Texas System Administration.

3.91(2) Has the responsibility of coordinating news releases and other public information emanating from the component institutions, which involve the Board of Regents, and System Administration.

3.91(3) Coordinates and serves as liaison to any person or persons who serve as consultants to The University of Texas System administration in the area of media relations and public information dissemination.

3.91(4) Develops a format for the presentation of information about System and/or component institutions to the general public.

3.91(5) Makes recommendations to the Deputy Chancellor regarding budget requests and staffing requirements for the public information services of the component institutions.

3.91(6) Performs such other duties and assignments as may be delegated to him by the Deputy Chancellor.

3.92 The Director for Information reports to and is responsible to the Deputy Chancellor.

3.10 Director for Public Affairs.

The Director for Public Affairs is an administrative officer of The University of Texas System.

3.10(1) Subject to delegation by the Deputy Chancellor, the Director for Public Affairs shall:

3.10(1)(1) On the direction of the Deputy Chancellor represent The University of Texas System in its relations with federal agencies, the Texas Legislature, and state and municipal agencies.

3.10(1)(2) Advise the Deputy Chancellor on relations with the Congress and federal agencies, the Legislature, and state agencies.

3.10(1)(3) Inform appropriate administrative officers of current and long-range developments on the national level and the state level, which may affect The University of Texas System and its component institutions.

3.10(1)(4) Maintain and distribute information on federal and state programs, which will assure continuous and prompt action by The University of Texas System on applications and communications to federal and state agencies and offices.

3.10(1)(5) Advise the appropriate officials of the component institutions with regard to available federal and state programs and facilitate their participation therein.

3.10(2) The Director for Public Affairs reports to and is responsible to the Deputy Chancellor; provided, however, that with regard to legislative matters, the Director for Public Affairs shall work with and under the direction of the Chairman of the Board of Regents or his delegate.

3.11 Director of Facilities Planning and Construction.

The Director of Facilities Planning and Construction is an administrative officer of The University of Texas System.

3.11(1) Subject to delegation by the Deputy Chancellor, the Director:

3.11(1)(1) Has direct supervisory responsibility over the administration and general supervision of any new building construction and initial equipping thereof costing in excess of \$5,000; any inside or outside repairs, remodeling, rehabilitation, new construction of improvements other than building, or campus planning costing \$50,000 or more; 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 University of Texas System; and over consultation, advice and work with the architects and engineers employed by the Board of Regents, subject to the terms and conditions of the contracts with those architects and engineers.

- 3.11(1) (2) Serves as ex officio member of all faculty building committees at the component institutions.
 - 3.11(1) (3) Prepares and executes 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.
 - 3.11(1) (4) Coordinates the preparation of and approves all grant applications on approved construction projects filed with governmental agencies.
 - 3.11(1) (5) Coordinates the development of and maintains master plans for all component institutions, including but not limited to land utilization, utility, and landscape plans.
 - 3.11(1) (6) Develops standards for maintenance of all physical facilities at component institutions.
 - 3.11(1) (7) Has direct responsibility for negotiation and approval of all utility contracts.
- 3.11(2) The Director of Facilities Planning and Construction reports to and is responsible to the Deputy Chancellor.

3.12 Comptroller.

The Comptroller is an administrative officer of The University of Texas System.

- 3.12(1) Subject to delegation by the Deputy Chancellor, the Comptroller formulates and recommends procedures to be followed in the business operations of The University of Texas System for:
- 3.12(1) (1) Accounting, auditing and reporting, and expenditure control.
 - 3.12(1) (2) Receipt, disbursements, and custody of moneys.
 - 3.12(1) (3) Procurement and purchasing.
 - 3.12(1) (4) Management of auxiliary service enterprises.
 - 3.12(1) (5) Data processing systems -- including prior approval of equipment acquisitions by purchase or lease.

- 3.12(1)(6) Accounting and business system development.
- 3.12(1)(7) Accounting records, forms, procedures and financial reports, including format for such reports.
- 3.12(1)(8) Terms of depository agreements with banks.
- 3.12(1)(9) Lease contracts for building space.
- 3.12(1)(10) Approval of the business aspects and overhead rates in research and other contracts with outside agencies.
- 3.12(1)(11) Supervision of post auditing at each component institution.
- 3.12(2) The Comptroller is responsible as joint custodian with the Director of Accounting of The University of Texas at Austin for securities owned by The University of Texas System funds that are not on deposit in the State Treasury.
- 3.12(3) The Comptroller reports to and is responsible to the Deputy Chancellor.

3.13 Budget Director.

- The Budget Director is an administrative officer of The University of Texas System.
- 3.13(1) The Budget Director's primary responsibilities are to plan and develop systems and procedures for uniform budget preparation, budget control, and financial reporting.
 - 3.13(2) Subject to delegation by the Deputy Chancellor, the Budget Director:
 - 3.13(2)(1) Formulates procedures governing the preparation and review of all budgets and development of effective methods of presenting approved budgets to appropriate agencies.
 - 3.13(2)(2) Recommends procedures to be followed, including format, schedules of budget preparation, and effective review of budgets.
 - 3.13(2)(3) Prepares budget-writing instructions.
 - 3.13(2)(4) Conducts budget and other related research studies.
 - 3.13(2)(5) Plans systems and procedures for budgetary control and financial reporting.
 - 3.13(2)(6) Controls and supervises distribution of all budgets, and processes and approves (as delegated) interim budget changes.
 - 3.13(2)(7) Prepares periodic budgetary, financial, and special reports, as appropriate.

3.13(2) (8) Serves as liaison with the staff of the Legislative Budget Board, the Governor's Budget Office, and the Coordinating Board, Texas College and University System.

3.13(3) The Budget Director reports to and is responsible to the Deputy Chancellor.

3.14 General Counsel for The University of Texas System

The General Counsel for The University of Texas System is an administrative officer of The University of Texas System.

3.14(1) Subject to delegation by the Deputy Chancellor, the General Counsel for The University of Texas System is responsible for:

- 3.14(1) (1) Administering and supervising all legal matters affecting The University of Texas System.
- 3.14(1) (2) Delegating to staff members responsibility for the administration and general supervision of certain legal matters, the scheduling of work loads, and the assignment by subject of legal problems to staff members.
- 3.14(1) (3) Approving as to form all contracts and agreements.
- 3.14(1) (4) Approving as to form all amendments to the Regents' Rules and Regulations.
- 3.14(1) (5) Approving as to both form and content all Institutional Handbooks of Operating Procedures, whether finally approved or not, and all amendments to such handbooks.
- 3.14(1) (6) Drafting all legislation that has been approved by the Board of Regents or that has been requested by any officer of System Administration for submission to the Board of Regents for approval.
- 3.14(1) (7) Working in cooperation with the Attorney General of the State of Texas, as well as legal counsel engaged in private practice or in practice for any agency of the state.
- 3.14(1) (8) Any other legal matters delegated by the Deputy Chancellor.

3.14(2) The General Counsel of The University of Texas System reports to and is responsible to the Deputy Chancellor.

3.15 System Personnel Director.

The System Personnel Director is an administrative officer of The University of Texas System.

3.15(1) The System Personnel Director's primary responsibility is to plan, develop, and coordinate System-wide personnel policies and procedures. Subject to delegation by the Deputy Chancellor, the System Personnel Director:

- 3.15(1)(1) Acts as liaison between component institution personnel officers and the System offices regarding all personnel matters related to classified personnel, administrative staff, and certain matters relating to teaching and/or academic personnel.
- 3.15(1)(2) Advises the System Officers and makes recommendations concerning development of methods and procedures designed to maximize the effectiveness of System Personnel Programs.
- 3.15(1)(3) Reviews and recommends all classified personnel pay plans for each component institution, including the establishment of proper classifications and pay scales consistent with needs and System-wide policies and procedures.
- 3.15(1)(4) Reviews and recommends the Personnel Office budgets for each component institution.
- 3.15(1)(5) Directs administration of the System Personnel Office, including the Workmen's Compensation Insurance section.
- 3.15(1)(6) Reviews and recommends 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.
- 3.15(1)(7) Establishes Employee Development and Training Programs for all component institutions, including particularly Supervisory Training Programs.
- 3.15(1)(8) Formulates policies and procedures concerning labor relations and employer-employee relationships.
- 3.15(1)(9) Assists in establishing Personnel Data Systems and proper practices and procedures concerning the personnel records of all employees.

- 3.15(1)(10) Conducts System-wide Wage and Salary Research Studies and formulates data for proper implementation of personnel pay programs.
 - 3.15(1)(11) In consultation with the personnel offices of the component institutions, develops and maintains a System-wide personnel pay plan with uniform titles and account numbers.
 - 3.15(2) The System Personnel Director reports to and is responsible to the Deputy Chancellor.
- 3.16 Director of Accounting of The University of Texas at Austin.
The Director of Accounting of The University of Texas at Austin is the accounting officer for both The University of Texas at Austin and for System Administration.
- 3.16(1) Subject to delegation by the Deputy Chancellor, he shall:
- 3.16(1)(1) Have 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.
 - 3.16(1)(2) Have custodianship with the Comptroller of securities owned by The University of Texas System funds that are not on deposit in the State Treasury.
 - 3.16(1)(3) Maintain a full and complete set of records that accurately reflect the balances and transactions of all financial and property accounts of The University of Texas System (as contrasted with such accounts of the component institutions).
- 3.16(2) With respect to System Administration matters, the Director of Accounting of The University of Texas at Austin reports to and is responsible to the Deputy Chancellor. With respect to other matters, he reports to the appropriate officers of The University of Texas at Austin.
- 3.17 Director of Police.
The Director of Police is an administrative officer of The University of Texas System.
- 3.17(1) Subject to delegation by the Deputy Chancellor, the Director of Police is responsible for:
- 3.17(1)(1) Recommending qualifications for police personnel at the component institutions of The University of Texas System.
 - 3.17(1)(2) Recommending the organizational structure for police departments at the component institutions of The University of Texas System.

- 3.17(1) (3) Establishing a uniform training program for System police, including basic in-service training and seminars, establishment of a program for supervision and coordination of on-the-job training at each component institution of The University of Texas System, and developing of new training techniques.
 - 3.17(1) (4) Conducting The University of Texas 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.
 - 3.17(1) (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.
 - 3.17(1) (6) Establishing a uniform reporting and record system for police departments at the component institutions of The University of Texas System.
 - 3.17(1) (7) Conducting periodic surveys of the police departments of the component institutions and evaluating their performance as police agencies.
 - 3.17(1) (8) Submitting periodic reports to the Deputy Chancellor concerning the operations of the police departments of the component institutions of The University of Texas System.
- 3.17(2) The Director of Police reports to and is responsible to the Deputy Chancellor.

Sec. 4. Chief Administrative Officers of Component Institutions.

- 4.1 The Chancellor shall appoint the chief administrative officer of each component institution, as defined in this section, after receiving the prior approval of the Board of Regents. The Chancellor shall be assisted in making his appointment by a Selection Committee made up of the Chancellor, who serves as chairman, the Deputy Chancellor, the Associate Deputy Chancellors for Academic Affairs and for Health Affairs, two Regents, three chief administrative officers from the U. T. System appointed by the Chairman of the Board of Regents, and such other persons as the Chairman of the Board of Regents may deem appropriate. The availability of candidates and their interest in the position will be determined by this Selection Committee. The Chancellor will ordinarily authorize the establishment of a component institution advisory committee consisting of faculty and students at the institution to consult with the Selection Committee.

- This faculty-student committee may, in accordance with a schedule set by the Chancellor, suggest persons who should be considered by the Selection Committee and individual members of that Committee. The Selection Committee shall be free to seek such additional consultation with the faculty and students as it deems appropriate.
- 4.2 Each chief administrative officer reports to and is responsible to the Deputy Chancellor, and he serves without fixed term, subject to the pleasure of the Deputy Chancellor, but the Deputy Chancellor's actions concerning such chief administrative officers are subject to review and approval by the Board of Regents.
- 4.3 Within the policies and regulations of the Board of Regents, and under the supervision and direction of the Deputy Chancellor, the chief administrative officer has general authority and responsibility for the administration of that institution.
- 4.31 Specifically, the Chief Administrative Officer is expected, with the appropriate participation of the staff, to:
- 4.31(1) Develop and administer plans and policies for the program, organization, and operations of the institution.
 - 4.31(2) Interpret The University of Texas System policy to the staff, and interpret the institution's program and needs to the Deputy Chancellor and to the public.
 - 4.31(3) Develop and administer policies relating to students, where applicable, to the proper management of services to patients.
 - 4.31(4) Recommend appropriate operating budgets and supervise expenditures under approved budgets.
 - 4.31(5) Nominate all members of the faculty and staff, maintain efficient personnel programs, and recommend staff members for promotion, retention, or dismissal for cause.
 - 4.31(6) Insure efficient management of business affairs and physical property; recommend additions and alterations to the physical plant.
 - 4.31(7) 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.

- 4.31(8) Appoint all faculty, staff and student committees.
- 4.31(9) Cause to be prepared and submitted to the Deputy Chancellor the rules and regulations for the governance of the institution. When such rules and regulations have been finally approved by the Deputy Chancellor, they shall thereafter constitute the Handbook of Operating Procedures for that institution. Provided, however, that whether or not finally approved by the Deputy 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 Deputy 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.
- 4.31(10) Assume initiative in developing long-range plans for the program and physical facilities of the institution.
- 4.31(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. 5 Appointment of Other Administrative Officers.

- 5.1 The Board of Regents shall delegate to the Chancellor, the Chancellor shall delegate to the Deputy Chancellor, and the Deputy Chancellor shall delegate to the chief administrative officer of each component institution, the responsibility for the appointment of all other administrative officers of each component institution, and their primary operating units, including vice-presidents, deans, and directors, after obtaining prior approval of the Deputy Chancellor for each such appointment.
- 5.2 The chief administrative officer of each component institution is responsible for the appointment of department chairmen and/or department heads.
- 5.3 The Board of Regents 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 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 key administrative positions in his office by campus selection committees in making his nominations to the Deputy Chancellor. Such advice and consultation as he may seek or be given shall not be binding upon his nominations for appointments to positions in the echelon immediately below his position.

Sec. 6. Interinstitutional Programs.

6.1 Advisory Council on Marine-Related Affairs.

6.11 The Council shall be chaired by the Deputy Chancellor (or his delegate) and membership shall consist of the Deputy Chancellor, the Associate Deputy Chancellor for Academic Affairs, the Associate Deputy Chancellor for Health Affairs, and two persons from each of the following component institutions appointed by the respective chief administrative officers: U. T. Austin, U. T. Dallas, Galveston Medical Branch and San Antonio Health Science Center. Additional U. T. System component institutions may be appointed to membership on the Council by the Deputy Chancellor upon demonstration that they have substantive and ongoing programs in marine-related programs. The chairman shall call meetings of the Council as required.

6.12 The Council is charged with advising the Academic Affairs Council in the development of coordinated marine programs within the U. T. System institutions to maximize the efficient utilization of facilities, staff, and faculties and to serve most effectively the needs of students and the public. The Advisory Council on Marine-Related Affairs will advise the Academic Affairs Council on marine affairs in the U. T. System including degree programs, research activities, and the construction and conversion of facilities related to the oceans and the coastal areas of Texas.

6.2 Advisory Council on Allied Health Programs.

6.21 The Council shall be chaired by the Deputy Chancellor (or his delegate) and membership shall consist of the Deputy Chancellor, the Associate Deputy Chancellor for Health Affairs, the Associate Deputy Chancellor for Academic Affairs, and one person from each of the following component institutions appointed by the respective chief administrative officers: U. T. Arlington, U. T. Austin, U. T. Dallas, U. T. El Paso, U. T. Permian Basin, U. T. San Antonio, Dallas Health Science Center, Galveston Medical Branch, Houston Health Science Center, San Antonio Health Science Center and System Nursing School. The Deputy

Chancellor may add other component institutions to the Council as he deems appropriate. The Chairman shall call meetings of the Council as required and may appoint such special study committees as are appropriate to the work of the Council.

- 6.22 The Council is charged with advising the Academic Affairs Council in the development of coordinated allied health programs within the U. T. System to maximize the efficient utilization of facilities, staff, and faculties and to provide the health manpower needs of the State.