



THE UNIVERSITY OF TEXAS SYSTEM
BOARD OF REGENTS

BETTY ANNE THEDFORD, SECRETARY
BOX N, UNIVERSITY STATION
AUSTIN, TEXAS 78712

June 17, 1969

Chairman Frank C. Erwin, Jr.
Vice-Chairman Jack S. Josey
Regent W. H. Bauer
Regent Jenkins Garrett
Regent Frank N. Ikard
Regent Joe M. Kilgore
Regent John Peace
Regent Dan C. Williams
Regent E. T. Ximenes

Gentlemen:

Doctor LeMaistre has had prepared the attached amendments to the Regents' Rules and Regulations, Part One, Chapter I. The only thing that these amendments do is to conform these sections to the proposed amendment of Chapter II (Administration), Part One.

These amendments will be distributed at the meeting along with other emergency items.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Betty Anne Thedford", with a long, sweeping flourish extending to the right.

Betty Anne Thedford

T:jt
Attachment

Xc: Dr. LeMaistre

1. Amend Sections 8.6, 8.7, and 8.8, Chapter I, Part One, Regents' Rules and Regulations, to read as follows:

8.6 Communications to the Board.

8.61 Nothing herein shall be construed to prevent members of the Board of Regents from informing themselves as to their duties and obligations in such manner as they may deem proper. However, the regular channel of communication from members of the Board of Regents to the faculty, staff, and administration is through the Chancellor, the Deputy Chancellor, and [THROUGH] the chief administrative officer of the institution involved, and a copy of any communication sent by a Regent directly to any member of the faculty, staff, or administration should be furnished to the Chancellor, the Deputy Chancellor, and [TO] the chief administrative officer of the institution involved. All staff and faculty proposals that are to be acted upon by the Regents shall be presented to the Deputy Chancellor and the Chancellor in sufficient time to permit them [HIM] to consider such proposals [THEM], make recommendations thereon, and transmit them to the Secretary to the Board no later than seventeen days prior to the next meeting of the Board, in order that the calendar, agenda, and supporting material may be prepared in time to mail to the members of the Board ten days in advance of the meeting. Until fourteen days prior to the Regents' meeting, the Secretary shall receive from the Deputy Chancellor and the Chancellor items that arise too late for the ten-day submission to the Regents and shall mail these supplementary agenda items to the members of the Board so they will be received at least five days prior to the meeting. Except where emergency proposals are involved, all such proposals not submitted to the Secretary within the time prescribed shall not be considered by the Board but shall automatically be deferred until the next meeting of the Board.

8.62 Except upon invitation of the Board of Regents, the Chairman of the Board, [OR] the Chancellor, or the Deputy Chancellor, no person shall appear before the Board or any committee thereof unless he shall file with the Secretary to the Board a written request for such appearance at least ten days before the date of such appearance and unless the Chairman of the Board, or a majority of the whole Board, shall approve such request.

- 8.63 All official material to be distributed to the Regents shall be transmitted through the Office of the Secretary to the Board. Copies of all official communications from administrative officers to the Regents shall be sent to the Secretary. Communications from the Deputy Chancellor and the Chancellor shall be exempt from this requirement at their [HIS] discretion.
- 8.64 A docket, to be entitled the "Chancellor's and Deputy Chancellor's Docket," composed of routine matters arising from System [CENTRAL] Administration and the component institutions, which are required to be reported to or approved by the Board of Regents in accordance with established policies of the Board, shall be prepared as directed and approved by the Deputy Chancellor and the Chancellor. The Chancellor's and Deputy Chancellor's Docket shall be distributed by the Secretary to all members of the Board eighteen days before the Board convenes, together with a ballot to be returned fourteen days thereafter. The ballot will read: "Approved, except as to the following items:" with space provided for listing the excepted items. Any excepted item listed by any Regent will not be approved but will be referred to the Committee of the Whole for consideration at the next meeting of the Board. All items not excepted by any Regent will be deemed approved without further action of the Board, and will be reported for the record in the minutes of the next meeting of the Board as an attachment to those minutes. Any Regent whose completed ballot has not been received by the Secretary at the conclusion of business on the fourteenth day after the Chancellor's and Deputy Chancellor's Docket has been mailed to such Regent shall be deemed to have approved all items in the Docket, without exception.
- 8.65 Except for communications from the Deputy Chancellor, the Chancellor, and the Secretary to the Board, all communications to the Board from members of the faculty and staff should be in writing. The regular channel of communication from the faculty, staff, and administration to the Board is through the chief administrative officer of the institution involved, the Deputy Chancellor, and [THROUGH] the Chancellor. A copy of any communication sent directly to a Board member should be furnished to the Deputy Chancellor and the Chancellor and to the chief administrative officer of the institution involved. A description of all matters to be considered by the Board at any meeting shall be mailed or delivered to each member of the Board of Regents at least five days in advance of the meeting at which they are to be considered, and insofar as possible, such material shall be mailed or delivered to the Regents at least

ten days in advance of the meeting. Each such matter shall be accompanied by a summary of the facts pertaining thereto, the needs for action thereon, and the Deputy Chancellor's and the Chancellor's recommendations. Where contractual awards are involved, the summary shall show the method of competition, if any, the names and offers of all interested parties, and generally sufficient information to show the reasons for and fairness of each transaction. The Deputy Chancellor's and the Chancellor's recommendations shall state whether or not they are fully concurred in by any institutional head involved, and if not, the views and recommendations of the institutional head shall be included. Any matter not sent to the members of the Board of Regents, documented as herein provided, at least five days in advance of the meeting at which it is to be considered, shall go over to the next meeting for consideration; provided, however, that if sufficient emergency exists requiring immediate action, and it appears that the delay was unavoidable, this requirement may be waived by a two-thirds vote of the Board.

- 8.7 Report to Press on Actions of Board.--Matters of public interest will be given, as promptly as possible after each meeting, to the press by the Executive Director of News and [THE] Information [SERVICE] under the direction of the Chairman of the Board, [OR] the Chancellor, or the Deputy Chancellor.
- 8.8 Political and Otherwise Obviously Controversial Matters.--The Board of Regents reserves to itself the responsibility for passing upon matters of a political or obviously controversial nature which represent an official position of The University of Texas System or any institution or department thereof. Statements on such matters shall be made by the Chairman of the Board, [OR] the Chancellor, or the Deputy Chancellor. No Regent, officer, or faculty or staff member shall make or issue any public statement on any political or other subject of an obviously controversial nature which might reasonably be construed as a statement of the official position of The University of Texas System or any institution or department thereof, without the advance approval of the Board of Regents. It is not the intent of this policy statement to stifle the right of freedom of speech of anyone speaking in a personal capacity where he makes it clear that he is not speaking for The University of Texas System or any of its component institutions. Statements on matters of an emergency nature shall be cleared by the Deputy Chancellor and the Chancellor with the Chairman of the Board of Regents.

2. Amend Chapter I, Part One, Regents' Rules and Regulations, by deleting Section 9 and its subsections and by renumbering Section 10, and subsections 10. 1 and 10. 2 as Section 9, and subsections 9. 1 and 9. 2.



OFFICE OF THE CHANCELLOR
THE UNIVERSITY OF TEXAS SYSTEM
AUSTIN, TEXAS 78712

February 28, 1969

MEMORANDUM

TO: Chancellor Harry H. Ransom
FROM: Charles A. LeMaistre, M. D.
SUBJECT: Graduate Education

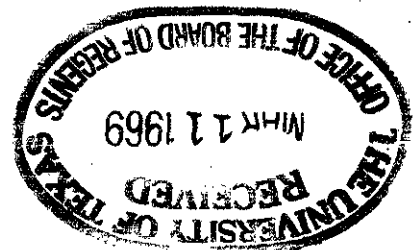
Attached is the final draft of a proposed amendment to Regents' Rules and Regulations, Part one, Graduate Education in The Bio-Medical institutions of the University of Texas System.

The Health Affairs Council recommends, and I concur, your consideration of this statement as an addition following Chapter V. If you approve, it is my understanding that this will go to the Board of Regents in The Chancellor's orange book.

I am also forwarding a copy to Executive Vice-Chancellor Singletary.

CAL: sm

cc: Executive Vice-Chancellor Singletary



Graduate Education in the Bio-Medical Institutions of
The University of Texas System

Sec. 1.0 Each of the bio-medical institutions of The University of Texas System, as defined by the Chancellor and approved by the Board of Regents, may have a Graduate School or two or more institutions may have a combined Graduate School.

Sec. 1.1 "Graduate" education, as the term is used in these rules excludes programs which lead to the M.D., D.D.S., M.P.H. and D.P.H. degrees or other advanced degree programs as specifically excluded by the Board of Regents.

Sec. 2.0 The Chancellor has general responsibility for direction of the graduate programs, and subject to approval of the Board of Regents, is the ultimate authority in its administration.

Sec. 3.0 Relationship to the Health Affairs Council

 The Chairman of the Graduate Council for the bio-medical institutions shall serve the Health Affairs Council on matters pertaining to graduate education.

Sec. 4.0 Graduate Council for the Bio-Medical Institutions

There shall be a Graduate Council for the Bio-Medical institutions to be made up of the graduate administrators of the institutions and one elected member from the graduate faculty of each institution, the latter to serve for a two year period. The Graduate Council shall elect its own Chairman. The Chancellor, Executive Vice-Chancellor for Health Affairs, and the institution heads shall be ex-officio members without vote. The Graduate Council shall advise the Health Affairs Council on matters concerning graduate education in the bio-medical institutions, and shall make recommendations on policy, quality and coordination of future graduate programs.

Sec. 5.0 The head of each institution shall have authority over the graduate programs in that institution.

Sec. 6.0 Graduate Program Administrators

Each of the bio-medical institutions of The University of Texas System which offers graduate programs shall have a graduate administrator. The graduate administrator, who must be a member of the Graduate Faculty, shall be appointed by the institution head with the approval of the Chancellor and the Board of Regents.

Sec. 7.0

Graduate Faculties of the Medical Institutions

Each institution with a graduate program shall have a Graduate Faculty composed of persons qualified by their scholarly or creative work and effectiveness in teaching graduate students. The Graduate Faculties are composed of Members, Special Members, and Associates. The Graduate Faculty shall meet as a body at least once each academic year.

Sec. 7.1

Membership in the Graduate Faculty

Any faculty member who holds a position of tenure in a department or comparable unit conducting an active graduate program not excluded under Section I, or who has demonstrated competence in graduate education, and who is or on appointment will be, an active participant in such a graduate program, becomes a member of the Graduate Faculty upon certification by the appropriate Committee on Graduate Studies and approval by the graduate administrator, the head of the institution, the Executive Vice-Chancellor for Health Affairs, the Chancellor and the Board of Regents. Faculty members holding tenure positions in a department that does not have an active graduate program, but who are active participants in joint graduate programs may be certified by the appropriate Committee on Graduate Studies.

Sec. 7.11 Special Members

Outstanding persons from government, industry, and professions, foundations, or other academic institutions who are granted teaching responsibilities on a visiting or part-time basis in connection with the graduate program may be appointed a Special Member of the Graduate Faculty of that institution for the duration of his teaching assignment. The appointment shall be by nomination by the appropriate Committee on Graduate Studies and approval of the local graduate administrator and institution head.

Sec. 7.12 Associates

Non-tenured Faculty Members or those who have yet to demonstrate competence in graduate education who will participate actively in graduate education and research may become Associates of the Graduate Faculty upon certification by the appropriate Committee on Graduate Studies and the graduate administrator and institution head. An Associate of the Graduate Faculty shall be eligible to supervise Master's theses, and on approval by the appropriate Committee on Graduate Studies, and with the approval of the graduate administrator, an Associate may supervise particular doctoral dissertations. An Associate is not eligible for membership on the Graduate Executive Committee.

Sec. 7.2 Graduate Instruction

A thesis or dissertation course may be taught only by a Member, Special Member, or Associate of a Graduate Faculty.

Sec. 8.0 Institution Graduate Administration

The Graduate Faculty of each institution may exercise its legislative functions through a Graduate Executive Committee to consist of the local graduate administrator and not less than four members of the Graduate Faculty to be elected annually by the Graduate Faculty. The Graduate Executive Committee shall be responsible for formulating general academic policies of the graduate program at its institution and shall meet regularly during each academic year. The graduate administrator shall serve as Chairman but shall not vote except in case of tie votes.

Sec. 9.0 Committee on Graduate Studies

The Graduate Executive Committee at each institution may establish a Committee on Graduate Studies for each academic area in which a graduate program is offered or proposed.

Sec. 9.1 The Committees on Graduate Studies shall make recommendations concerning new degree programs, new graduate courses,

Sec. 9.1 (cont.)

changes in graduate courses, and shall designate teachers of thesis or dissertation courses. These recommendations shall be reviewed by the Graduate Executive Committee for its approval. Each Committee on Graduate Studies is responsible for recommending admissions to candidacy for all graduate degrees in its academic area. Each committee shall elect its own Chairman.

Sec. 9.2

Transitional Administration

Until there is a Committee on Graduate Studies for an academic area in which graduate work is offered or planned, the institutional Graduate Faculty shall perform the duties of the Committee on Graduate Studies through a committee appointed by the graduate administrator.

Sec. 10.0

Graduate Advisors

In each academic department with a graduate program, the Chairman of the Department in consultation with that department's Committee on Graduate Studies and the graduate administrator shall appoint one or more Graduate Advisors for that area. The Graduate Advisor shall be the representative of the graduate administrator in all matters pertaining to the advising of graduate students taking major work in that academic area. The chairman retains responsibility for the

Sec. 10.0 (cont.)

general administration and development of the graduate program in his academic area. In the case of programs not confined to departments, the Chairman of the appropriate Committee on Graduate Studies in consultation with that committee and with the concurrence of the graduate administrator shall appoint a Graduate Advisor for that area.

Sec. 11.0

Each bio-medical institution shall prepare and maintain in a current state an institutional supplement pertaining to the operation of their graduate program. This shall be filed with the Chancellor.