

THE UNIVERSITY OF TEXAS SYSTEM

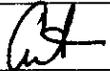
OFFICE OF THE BOARD OF REGENTS

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

MEMORANDUM

DATE May 9, 1984

TO: _____

FROM: Arthur H. Dilly 

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

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

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Pages XI-1 through XI-2	Pages XI-1 through XI-3

The amendment approved at the April 12-13, 1984 meeting of the U. T. Board of Regents has been incorporated on the revised pages.

AHD:njp
Enclosures

THE UNIVERSITY OF TEXAS SYSTEM

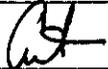
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DATE May 9, 1984

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Three copies of each of the revised pages are enclosed: one for your office, one for the Legislative Budget Board, and one for the Governor.

AHD:njp
Enclosures (3 sets)

RULES AND REGULATIONS

OF THE

BOARD OF REGENTS

OF

THE UNIVERSITY OF TEXAS SYSTEM

FOR THE GOVERNMENT OF

THE UNIVERSITY OF TEXAS SYSTEM

PART TWO

Reissued as of September 1, 1982
(with Amendments to April 12, 1984)

CHAPTER XI

CONTRACTS AND GRANTS FOR RESEARCH, TRAINING, AND
EDUCATIONAL SERVICES, INCLUDING
INSTITUTIONAL SUPPORT GRANTS

- Sec. 1. Initial contracts, grants, and agreements from or with outside agencies for research, training, and educational services, including institutional support grants (except as provided in Subsection 1.1 below) shall be approved by the chief administrative officer and ratified by the Board via the institutional docket. Subsequent institutional dockets should include only the changes in these initial contracts, grants, and agreements that involve changes in funds over \$10,000. It is not necessary to report contract extensions, amendments, modifications, changes in investigators or other changes in the institutional dockets unless they increase or decrease the total original contract by more than \$10,000. Although these items will not be reported in the institutional docket, copies of such changes shall be provided to the U. T. System Comptroller.
- 1.1 Contracts or agreements with foreign governments, agencies thereof, and with institutions, enterprises or individuals subject to the jurisdiction of foreign governments, shall be submitted to the Office of the Chancellor for prior review sufficiently in advance of effective date for prior approval of the Board, if such prior approval is deemed appropriate by the General Counsel and the Office of the Chancellor.
- 1.2 The Office of the Chancellor will issue special instructions for those contracts and grants requiring special approvals other than as provided in this section.
- 1.3 Funds shall not be encumbered or expended under any contract or grant prior to the approval of the contract or grant as indicated above.

1.4 Institutional support grants include NSF Institutional Grants for Science, NIH General Research Support Grants, Health Professions Education Improvement and/or Capitation Grant Programs, and other such grants awarded on a formula basis rather than a budgeted project basis.

Sec. 2. Proposals for such contracts, grants and agreements, whether with government agencies, industry, foundations, or other private granting agencies, shall be initiated by the faculty member (or other appropriate official who will direct the work) and shall be approved by designated administrative officials, including the chief administrative officer. These proposals will receive such review and approval as directed by the Office of the Chancellor. The chief business officer at each component institution is responsible for the business aspects of the proposals.

Sec. 3. Copies of contracts, grants, and agreements specified in Section 1 of this chapter shall be filed with the Executive Secretary to the Board, together with a copy of the proposal or application, if any, that resulted in the contract, grant, or agreement.

Sec. 4. Detailed budgets are generally included in the proposals that result in a contract or grant for a specific research, training, or educational project, and expenditures should conform to such budgets, unless amended by authorized procedures. For those institutional or "formula" type grants identified in Subsection 1.3 of Section 1 of this chapter, a proposed budget must be submitted to the Office of the Chancellor for review, approval, and submission to the Board.

Sec. 5. Proposals as to overhead rates and specialized rates for fringe benefits, computers, and other facilities chargeable to cost-reimbursement contracts and other government contracts and grants shall be worked out in preliminary form by the chief business officer concerned and shall be reviewed and approved by the System Comptroller before being submitted. Subject to approval of the Executive Director for Finance and Administration, the System Comptroller shall negotiate all such rates for the component institutions of the System.

Sec. 6. Information as to overhead and specialized rates applicable to the type of contract, grant or agreement to be entered into shall be secured from the System Comptroller via the business officers and/or the appropriate research administration officer.

Sec. 7. To the extent that indirect cost recoveries from the application of overhead rates are derived from use charges for buildings, other improvements, or equipment, the funds so derived shall be designated for renewals and replacements of plant fund assets or for other purposes specified and approved in the budgetary processes as related to the indirect cost recoveries.

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

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

MEMORANDUM

DATE November 4, 1983

TO: _____

FROM: Arthur H. Dilly *AH*

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

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Pages VIII-1, VIII-3 through VIII-5	Pages VIII-1, VIII-3 through VIII-5
Page IX-8	Page IX-8

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THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

BOX N - AUSTIN, TEXAS 78712 (512) 471-1285

MEMORANDUM

DATE November 4, 1983

TO: Dr. Kenneth Ashworth

FROM: Arthur H. Dilly *AH*

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

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CHAPTER VI

STAFF BENEFITS

(Staff benefits may be subject to change by State and Federal Laws.
Application in specific instances should be verified.)

Sec. 1. Teacher Retirement System.

Pursuant to Title 110B, Subtitle D, Chapters 31-35, Vernon's Texas Civil Statutes (to be included in the Texas Government Code), a person, unless eligible to participate and participating in the Optional Retirement Program (Section 2 below), employed by the System at least one-half time for a cumulative period of four and one-half months within one fiscal year must participate in the Teacher Retirement System of Texas.

Sec. 2. Optional Retirement Program.

2.1 Pursuant to Section 36.101 et seq., Title 110B, Vernon's Texas Civil Statutes (to be included in the Texas Government Code), the following employees are eligible to participate in the Optional Retirement Program (O.R.P.):

2.11 Full-time faculty members appointed at least four and one-half months.

2.12 Full-time administrative, research or professional personnel appointed for at least four and one-half months, unless included in the classified personnel pay plan of a component institution.

2.2 In accordance with conditions approved by the U.T. Board of Regents and in consultation with the Office of the Executive Director for Finance and Administration, the System Personnel Director will review and approve the companies authorized to provide annuity contracts, custodial accounts or investment contracts under the O.R.P.

2.3 In consultation with the Office of the Executive Director for Finance and Administration and in accordance with federal and state laws and regulations, The University of Texas System Personnel Director is authorized to issue "Guidelines for

Administration" for evaluation of organizations authorized to provide annuity contracts, custodial accounts or investment contracts under the Optional Retirement Program.

- 2.4 One change of O.R.P. companies is allowed per year. The change may be made only on the first day of a month.

Sec. 3. Tax Sheltered Annuities.

- 3.1 Pursuant to Article 6228a-5, Vernon's Texas Civil Statutes, an employee may purchase Tax Sheltered Annuities (T.S.A.) through an approved company.
- 3.2 In accordance with conditions approved by The University of Texas System Board of Regents and in consultation with the Office of the Executive Director for Finance and Administration, the System Personnel Director will review and approve companies authorized to offer annuities or other investments under the Tax Sheltered Annuity Program.
- 3.3 In consultation with the Office of the Executive Director for Finance and Administration and in accordance with state and federal laws and regulations, The University of Texas System Personnel Director is authorized to issue "Guidelines for Administration" for evaluation of organizations seeking to write tax sheltered annuities or other investments for employees of The University of Texas System.

Sec. 4. Group Hospitalization and Medical Benefit Plan.

- 4.1 A person employed at least one-half time may elect optional group hospitalization and medical insurance coverage under a System-wide contract approved by the Office of the Chancellor and the U.T. Board of Regents.
- 4.2 Employees who do not enroll within 60 days of eligibility may do so only in the annual enrollment period during the month of September.
- 4.3 The anniversary date of the contract is September 1 of each year.
- 4.4 An employee enrolled for group hospitalization and medical coverage is automatically enrolled for group dental coverage. (Section 5 below.)

Sec. 5. Group Dental Insurance.

- 5.1 An employee covered by group hospitalization and medical insurance is also covered by group dental insurance under a System-wide contract approved by the Office of the Chancellor and the U.T. Board of Regents.
- 5.2 Dependents' dental coverage is available but may be discontinued only if dependents' group hospitalization and medical coverage is discontinued.
- 5.3 Reinstatement of discontinued dependents' dental coverage shall require evidence of insurability.
- 5.4 Effective September 1, 1983, and thereafter, Subsections 5.1 through 5.3 shall also apply to employees and dependents covered as health maintenance organization participants.

Sec. 6. Health Maintenance Organizations.

- 6.1 In accordance with PROCEDURES FOR INCLUSION OF HEALTH MAINTENANCE ORGANIZATIONS adopted by the U.T. Board of Regents, the Office of the Executive Director for Finance and Administration, with the concurrence of the Executive Vice Chancellor for Health Affairs, may approve the inclusion of qualified organizations to provide services as a health maintenance organization.
- 6.2 In consultation with the Executive Director for Finance and Administration and the Executive Vice Chancellor for Health Affairs and in accordance with state and federal laws and regulations, The University of Texas System Personnel Director is authorized to issue "Guidelines for Administration" of the health maintenance organization option and to promulgate a "Request for Inclusion" form, which will include criteria against which HMO's will be evaluated.
- 6.3 A person eligible to enroll in the group hospitalization and medical benefit plan may, as an option, elect to enroll in a health maintenance organization under a contract approved by the Executive Director for Finance and Administration pursuant to conditions approved by the U. T. Board of Regents.

- 6.4 Employees who do not enroll within 60 days of eligibility may do so only in the annual enrollment period during the month of September.
- 6.5 The anniversary date of the contract is September 1 of each year.
- 6.6 An employee enrolled in a health maintenance organization is automatically enrolled for group dental coverage.

Sec. 7. Group Term Life Insurance.

- 7.1 A person employed at least one-half time is eligible to purchase group term life insurance and dependents' group term life insurance under a System-wide "One Year Term" plan approved by the Office of the Chancellor and the U.T. Board of Regents.
- 7.2 The amount of insurance available may not exceed four times annual earnings.

Sec. 8. Group Cash Value Paid-Up at Age 65 Life Insurance Plan.

A person employed at least one-half time is eligible to purchase group cash value paid-up at age 65 life insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.

Sec. 9. Group Long Term Disability Income Insurance.

A person employed at least one-half time may purchase group long term disability income insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.

Sec. 10. Group Accident Insurance.

A person under age 70 and employed at least one-half time may purchase group accident insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.

Sec. 11. Workers' Compensation Insurance.

- 11.1 Pursuant to Article 8309d of Vernon's Texas Civil Statutes, a System-wide Workers' Compensation Insurance (W.C.I.) Program will provide certain benefits for injuries sustained in the course and scope of employment.

- 11.2 The System Personnel Office, with the assistance of other appropriate System and component institution offices, shall investigate injuries and publish and enforce safety regulations.
- 11.3 The System Personnel Office shall be responsible for reporting all covered injuries to the Industrial Accident Board (I.A.B.).
- 11.4 The System Personnel Office shall coordinate occupational safety and health activities and enforce occupational safety and health standards.
- 11.5 The Office of General Counsel shall be responsible for a determination on appeal of I.A.B. decisions.
- 11.6 A percentage of annual payroll, as approved by the U.T. Board of Regents, shall be set aside to fund the Workers' Compensation Insurance Fund (W.C.I. Fund).
 - 11.61 The System Personnel Office shall be responsible for deposit in the W.C.I. Fund of amounts to be forwarded monthly by each institutional chief business officer for salaries paid from other than State funds.
 - 11.62 The System Personnel Office shall request the State Comptroller to transfer amounts due on payrolls from State funds to the W.C.I. Fund.
- 11.7 The System Personnel Office shall process all W.C.I. claims for medical care and compensation.
- 11.8 The System Personnel Office shall prepare an annual report for the U.T. Board of Regents on the status of the W.C.I. Fund.

Sec. 12. Unemployment Compensation Program.

- 12.1 The System-wide Unemployment Compensation (U.C.) Program will provide weekly benefits as specified in Article 5221-b et seq., Vernon's Texas Civil Statutes.
- 12.2 The U.C. Fund is established by the U.T. Board of Regents to be maintained in one or more regular depositories approved by the U.T. Board of Regents. The System Personnel Office shall administer funding

by assessment on all salary sources other than State General Revenue Funds as provided in Section 12.24 below.

- 12.21 The System will reimburse the State General Revenue Fund from the U.C. Fund for claims charge-backs paid by the State Comptroller for former employees paid from other funds.
- 12.22 Claims charge-backs for former employees paid from State General Revenue Funds shall be referred to the State Comptroller for payment.
- 12.23 The U.C. Fund shall at all times operate under principles agreed upon by the System and the U.S. Department of Health and Human Services.
- 12.24 Assessment rates shall be calculated to maintain the U.C. Fund balance within a range of \$1,215,000 to \$1,755,000 and to provide minimum balance fluctuations and maximum rate stability.
- 12.25 Expenditures from the U.C. Fund shall be limited to direct costs in accordance with Federal Management Circular 73-8, Section J.7.

- 12.3 The System Personnel Office, working in coordination with appropriate System and component institution offices, shall administer the U.C. Program and represent the System and component institutions in appeals to the Texas Employment Commission (T.E.C.).
- 12.4 The Office of General Counsel shall be responsible for a determination on appeals of T.E.C. decisions.
- 12.5 The System Personnel Office shall prepare an annual report for the U.T. Board of Regents on the status of the U.C. Fund.

Sec. 13. Social Security (Old Age and Survivors Insurance).
Pursuant to 42 U.S.C. §410, all employees must participate in the Social Security Program.

Sec. 14. Deferred Compensation Plan.
As authorized by Article 6252-3b, Vernon's Texas Civil Statutes, any employee may participate in the Deferred Compensation Plan.

Sec. 15. Premium Sharing.

- 15.1 A person employed at least one-half time is eligible to receive the full amount of premium sharing specified by state law.
- 15.2 A person employed at least one-half time will receive a basic insurance coverage. Each eligible employee may elect other optional coverage within 60 days of employment or waive coverage at any time.
- 15.3 The total premium for basic coverage shall not exceed the amount of employer contribution.

Sec. 16. U.S. Savings Bonds.

All employees shall be provided the opportunity to participate in the purchase of U.S. Savings Bonds by payroll deduction.

Sec. 17. Availability of Complete Benefit Descriptions.

The Office of the Chancellor shall insure that up-to-date accurate descriptions of the participation and eligibility requirements for all employee benefits and programs are conveniently available to all prospective and current employees at System Administration offices and at all component institutions.

CHAPTER VIII

PHYSICAL PLANT IMPROVEMENTS

- Sec. 1. Major New Building Construction Exceeding the Amount of \$300,000 per Project.
- 1.1 After the Board approves the construction of new buildings, the procedures shall be as follows:
 - 1.11 The Institutional Building Advisory Committee shall hold necessary hearings and make proper investigations to translate the approved academic program into priorities for new construction, with suggestions as to total project area and function, and make such recommendations to the chief administrative officer.
 - 1.12 The Institutional Building Advisory Committee shall be relieved of further direct responsibility whenever a building contract is awarded, but shall be available for consultation as the building progresses, as requested by the chief administrative officer, the Office of the Chancellor or its delegate, and the project architect.
 - 1.13 New projects shall be submitted to the Board for approval, including proposed funding, upon recommendation of the chief administrative officer, the Office of the Chancellor, or its delegate.
 - 1.2 Project Development.
 - 1.21 The Board will employ a project architect for each new major building project at all component institutions.
 - 1.22 The chief administrative officer may appoint according to the Institutional Handbook of Operating Procedures an Ad Hoc Project Building Committee composed of but not limited to representatives of the departments or divisions that will occupy the building. The committee shall work with

- such bids, and make recommendations to the Board.
- 1.33 The Board will award the contracts for all work in excess of the amount of \$300,000. The contract will be signed by the contractor(s) involved and the Chairman of the Board and approved by the Board in accordance with law.
- 1.331 In the event the lowest bidder is found to be not responsible, or other facts and circumstances necessitate award of contract to other than the lowest bidder, the bidder(s) submitting proposal(s) lower than the bidder to whom award is proposed shall be notified of the Board's proposed decision for award.
- 1.332 If the lowest bidder fails to timely state his protest of such award and requests to present evidence, the Board's proposed award will be final.
- 1.333 If the lowest bidder timely files notice of protest, the Board will hear the protest or will delegate to the Chancellor the authority to appoint a Hearing Officer who shall promptly convene and conduct a hearing and subsequently prepare and submit a report of his findings through the Chancellor to the Board. The Board shall make a final decision based upon the records of the hearing before the Hearing Officer.
- 1.334 The contract documents will be prepared by the Project Architect and approved by the Chancellor, or his delegate, and the General Counsel for the System, or his delegate, before submission to the Chairman of the Board.
- 1.335 At the time contracts are awarded, additional appropriations will be made if required.
- 1.34 The Office of the Chancellor, or its delegate, shall approve contractor's

estimates, sign change orders, and provide general supervision of all new construction. That office shall advise the Board if developments during construction require additional funds or other decisions of the Board.

- 1.35 The Office of the Chancellor, or its delegate, shall inspect the completed building and recommend final acceptance and final payment.

Sec. 2. Minor New Building Construction; Minor Repairs and Remodeling; and Construction of Improvements Other Than Buildings Involving Less than \$300,000 per Project.-- Minor new building construction, minor repairs and remodeling of the physical plant and construction of improvements other than buildings that involve a total expenditure of \$300,000 or less per project may be handled at the component institution. Necessary funds must have been approved through the proper procedure. In each case, the project must have been approved by the director of physical plant, chief business officer, and the chief administrative officer of the institution involved.

Sec. 3. Major Repairs and Remodeling and Improvements Other than Buildings.

- 3.1 Any repair or remodeling project of the physical plant or construction of improvements other than buildings involving an estimated expenditure that exceeds \$300,000 shall be deemed a construction project and shall be handled under the procedures set out in Section 1. A repair or remodeling project or a project that involves the construction of improvements other than buildings that does not exceed \$300,000 may be handled at the component institution in accordance with the procedures set out in Section 2 of this Chapter.
- 3.2 Unless otherwise approved by the Board, the procedures and regulations pertaining to new building construction shall apply to major repairs and remodeling projects.

Sec. 4. Professional Services.--Each component institution is authorized to make use of architects, engineers, and other professional services up to a maximum cost of \$10,000 with the approval of the Executive Director for Finance and Administration and the Office of the Chancellor on recommendation of the chief administrative officer and the chief business officer.

Sec. 5. Constitutional and Legislative Restrictions.

5.1 Section 18, Article VII, of the Texas Constitution requires approval by the Legislature, or an agency designated by the Legislature, prior to the construction of physical improvements financed by bonds authorized under this section at the component institutions other than The University of Texas at Austin and at El Paso.

5.2 New construction projects not otherwise authorized by law, in excess of \$300,000 and all major repair and rehabilitation projects in excess of \$300,000, must be approved by the Coordinating Board, Texas College and University System as to purpose and gross dimensions. Format for submission will be as prescribed by the Coordinating Board. Submission will be prepared by the component institution, in consultation with and assisted by the Office of Facilities Planning and Construction, if necessary, and forwarded to System Administration for review, approval and handling of submission. It is the objective to submit the necessary documents to the Coordinating Board when the project scope and estimated cost are sufficiently defined to meet the Coordinating Board's requirements for approval. Normally, submission will be made when the Board approves preliminary plans and specifications and the related cost estimate.

Sec. 6. Modification of Bids.

6.1 No bid shall be changed, amended, or modified by telegram or otherwise after it has been submitted or filed in response to an advertisement for bids in connection with the construction or erection of permanent improvements at any of the component

PUF, shall likewise apply to trust and special funds.

Sec. 4. Investment Policy for Common Trust Fund.--The policies for the investment and management of funds for the System Common Trust Fund shall be the same as those outlined in Section 3 with respect to trust and special funds.

Sec. 5. Staff Investment Committee.

5.1 Membership.--The Staff Investment Committee shall consist of the Executive Director for Investments and Trusts, the Investment Officer, and such other members as may be designated from time to time by the Chancellor.

5.2 Duties.--The Staff Investment Committee shall cooperate with and advise the Chancellor on matters relating to the management of investments.

Sec. 6. Investment Advisory Committee.--The Investment Advisory Committee is and has been established in order to assist and advise the Chancellor and the Executive Director for Investments and Trusts with respect to matters relating to the management of investments for which said Executive Director is responsible. The following rules shall apply to such Committee:

6.1 Membership.--Six members of the Committee shall be selected because of their particular qualifications and experience in the field of investments, including experience in bond and corporate stock investments.

6.2 Selection Procedure.--Appointments to such Committee shall be made by the Board after recommendation by the Chancellor.

6.3 Term of Office.--Each member shall serve a three-year term, with the terms of two members expiring each August 31. A member is eligible for reappointment to a consecutive three-year term, but may not be reappointed thereafter without a three-year break in service.

6.4 Meetings.--Meetings shall be held quarterly and at such other dates as may be considered advisable by the Chancellor.

THE UNIVERSITY OF TEXAS SYSTEM

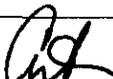
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BOX N - AUSTIN, TEXAS 78712 (512) 471-1265

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possible. The chairman of the awarding committee may be requested by the business office to assist in collection of past due interest or principal.

Sec. 4. Endowment of Academic Positions.

- 4.1 No endowment will be established or announced without prior approval of the Board, and no initial appointment of an individual will be made to an endowed chair or professorship without prior approval by the Board via the Agenda. Subsequent successive appointments of the same individual to the same position may be approved via the Docket of the Office of the Chancellor. Initial and continuing appointments to endowed visiting professorships, endowed lectureships, endowed fellowships, and endowed teaching fellowships may be approved via the Docket of the Office of the Chancellor, unless included as a part of the annual budget approval process.
- 4.2 No negotiations or commitments implying the establishment of the endowment of an academic position will be undertaken by any faculty member or officer of the component institution until the proposal has been formally approved by the chief administrative officer.
- 4.3 Recommendations to the Board concerning acceptance of gifts for endowment of academic positions will be made through the Office of the Chancellor to the Board. Before the final action of the Board, such recommendations will be referred to the Land and Investment Committee as to fiscal arrangements and to the Academic or Health Affairs Committee as to policy.
- 4.4 The six categories of endowed and named academic positions are: Chairs, Professorships, Visiting Professorships, Lectureships, Fellowships and Endowed Teaching Fellowships, and requirements for the same are:
- 4.41 Endowed Chairs. The endowed chair will be established with a minimum of \$500,000 or the equivalent in annual contributions arranged according to agreements recommended by the Office of the Chancellor and approved by the Board. Grants of \$400,000 already under contractual agreement for the future, bequests included in wills made prior to January 25, 1975, and other

prior bona fide arrangements for \$400,000 endowment chairs are excepted in this regulation. The component institution will pay from its funds such amounts as are necessary to set the salary of the holder at a level commensurate with his or her record, experience, and position in the faculty. The endowment income will be used both for salary supplementation and for other professional support of the holder of the chair, including assistance in the holder's research. The endowment income also may be used to pay an appropriate part of the salary of the holder of the chair commensurate with an authorized reduced faculty workload when required by other duties of the chair or when the holder is on part-time or full-time research leave which is otherwise unfunded. It is provided specifically, however, that, in no event, will endowment income be used to supplant any other source of funds used to pay the base salary of the holder of the chair when the holder is performing his or her regular duties.

- 4.42 Endowed Professorships. The endowed professorship will be established with a minimum of \$100,000 or the equivalent in annual contributions arranged according to agreements recommended by the Office of the Chancellor and approved by the Board. Income from endowment will be used chiefly to supplement the salary of the holder of the professorship but will be available for other professional support, including assistance in the holder's research.
- 4.43 Endowed Visiting Professorships. The endowment of the visiting professorship specifies that such positions must be funded with a minimum endowment of \$50,000. Such appointments will be given to distinguished scholars who are in temporary residence at the component while participating in planned academic programs.
- 4.44 Endowed Lectureships. The endowed lectureship will be established with a minimum of \$20,000 and within a range of \$20,000 and \$100,000, with the provision that all such lectureships for which bona fide arrangements are in negotiation are

excluded from this regulation. The lectureship will be considered a temporary appointment, usually given to a visiting scholar during temporary residence at the institution where the lectureship is established. Other emoluments for such visiting lectureships may be provided the visiting scholar through regular budgetary procedures, but no visiting lecturer will be remunerated from two or more lectureship endowments.

4.45 Endowed Fellowships. The endowed fellowship will be established with a minimum of \$50,000 or the equivalent in annual contributions arranged according to agreements recommended by the Office of the Chancellor and approved by the Board of Regents. Income from the endowment may be used to supplement the salary of the holder of the fellowship, who may be a qualified person of any academic rank irrespective of tenure status, and will also be available for other professional support of the holder.

4.46 Endowed Teaching Fellowships. The endowed teaching fellowship will be established with a minimum of \$50,000. Income from the endowment may be used to supplement the salary of the recipient of the fellowship for one academic year. The recipient may be a person of any academic rank, irrespective of tenure status, who has been selected for his or her teaching excellence through procedures established by the component institution. This one-year salary supplement shall be in addition to any mandated or merit salary increase.

Sec. 5. Tuition and Other Fees.--Tuition fees and other charges will be fixed as prescribed or as authorized by statute, and will be set out in the institutional catalogue.

Sec. 6. Fiscal Year.--The fiscal year of the System shall be September 1 through August 31.

Sec. 7. Policy Against Discrimination.--No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under, any program or activity sponsored or conducted by the System or any of its component institutions, on any basis prohibited by applicable law, including, but not limited to, race, color, national origin, religion, sex, or handicap.

2.6 No bidder shall receive special consideration or be allowed to revise his bid after the time set for opening bids.

2.7 Any violations of these purchasing ethics shall be reported promptly by the chief business officer to the Office of the Chancellor.

Sec. 3. Contacts with the State Purchasing and General Services Commission.--All contact, whether oral or written, with the State Purchasing and General Services Commission and with vendors are handled through the official purchasing agents and the divisions, departments, or offices to whom the purchasing function has been specifically delegated, unless advance written authorization is obtained from the purchasing agent or the chief business officer for other persons to do so.

Sec. 4. Purchases of Supplies and Equipment.

4.1 Unless otherwise provided in these Rules and Regulations or specifically approved by the Board, the State Purchasing and General Services Act of 1979 shall govern the purchasing policies of the System.

4.2 Under the provisions of the State Purchasing and General Services Act of 1979, purchases of the following items may be made without approval of the State Purchasing and General Services Commission:

- (a) Supplies, materials, services, and equipment for resale.
- (b) Supplies, materials, services, and equipment for Auxiliary Enterprises.
- (c) Supplies, materials, services, and equipment for Organized Activities Relating to Educational Departments.
- (d) Supplies, materials, services, and equipment purchased with gift and grant funds, including contract funds.

Sec. 5. Purchasing Procedures.

5.1 The official purchasing agent of each component institution shall promulgate procedures to facilitate and expedite the purchasing function. Such procedure shall be developed in accordance with

OFFICE OF THE BOARD OF REGENTS

MEMORANDUM

Date August 25, 1983

TO: NP
FROM: MG *mg*
SUBJECT: RRR Amendments

Attached are the originals of Part Two of the RRR. The two amendments approved at the August meeting need to be incorporated as well as the attached "editorial" amendment. After you have completed, please let me review changes.

In the cover memo (sample attached), we will need to note that this distribution includes a revised page containing editorial changes.

Thanks.

attachments

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

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

MEMORANDUM

DATE February 28, 1983

TO: _____

FROM: Arthur H. Dilly *AH*

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

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

<u>"A"</u>	<u>"B"</u>
Cover Page	Cover Page
Page ii	Page ii
Pages VI-3 through VI-6	Pages VI-3 through VI-6

The amendments approved at the February 10-11, 1983 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AHD:njp

Enclosures

[Handwritten Signature]
Reissued as of September 1, 1982
(with Amendments to February 11, 1983)

OFFICE OF GENERAL COUNSEL
THE UNIVERSITY OF TEXAS SYSTEM

MEMORANDUM

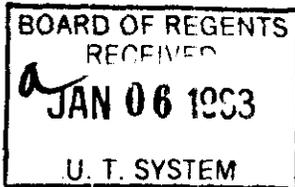
REFERRED TO

Margaret Glover

- | | |
|---|--|
| <input type="checkbox"/> PER OUR CONVERSATION | <input type="checkbox"/> PLEASE RETURN |
| <input type="checkbox"/> FOR YOUR INFORMATION | <input checked="" type="checkbox"/> PER YOUR REQUEST |
| <input type="checkbox"/> FOR YOUR APPROVAL | <input type="checkbox"/> FOR HANDLING |
| <input type="checkbox"/> FOR YOUR SIGNATURE | <input type="checkbox"/> FOR DISTRIBUTION |
| <input type="checkbox"/> FOR YOUR COMMENTS | <input type="checkbox"/> NO NEED TO RETURN |
| <input type="checkbox"/> FOR DISCUSSION | <input type="checkbox"/> FOR YOUR FILE |

REMARKS:

*The same change needs
to be made in both
places.*



SIGNATURE

W. D. Shultz 1-6-83

DATE

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

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

MEMORANDUM

DATE January 4, 1983

TO: Mr. Jim Crowson

FROM: Margaret Glover *mg*

SUBJECT: Regents' Rules and Regulations, Part Two

ASSUBW

It has been called to my attention by Lin Scotty at the U. T. Institute of Texan Cultures - San Antonio that we have an incorrect reference in Subsection 4.2, Section 4, Chapter IV, Part Two of the Regents' Rules and Regulations. For your easy reference, I attach a copy of the referenced section and have noted Mr. Scotty's "correction."

At your convenience, would you confirm that this is a correct reference, and if so, I can include it in the next distribution of editorial amendments to the Regents' Rules.

attachment

- 2.6 No bidder shall receive special consideration or be allowed to revise his bid after the time set for opening bids.
- 2.7 Any violations of these purchasing ethics shall be reported promptly by the chief business officer to the Office of the Chancellor.

Sec. 3. Contacts with the State Purchasing and General Services Commission.--All contact, whether oral or written, with the State Purchasing and General Services Commission and with vendors are handled through the official purchasing agents and the divisions, departments, or offices to whom the purchasing function has been specifically delegated, unless advance written authorization is obtained from the purchasing agent or the chief business officer for other persons to do so.

Sec. 4. Purchases of Supplies and Equipment. *and General Services* 1979

4.1 Unless otherwise provided in these Rules and Regulations or specifically approved by the Board, the State Purchasing Act of ~~1957~~ shall govern the purchasing policies of the System.

4.2 ¹⁹⁷⁹ Under the provisions of the State Purchasing Act of ~~1957~~, purchases of the following items may be made without approval of the State Purchasing and General Services Commission:

- (a) Supplies, materials, services, and equipment for resale.
- (b) Supplies, materials, services, and equipment for Auxiliary Enterprises.
- (c) Supplies, materials, services, and equipment for Organized Activities Relating to Educational Departments.
- (d) Supplies, materials, services, and equipment purchased with gift and grant funds, including contract funds.

Sec. 5. Purchasing Procedures.

5.1 The official purchasing agent of each component institution shall promulgate procedures to facilitate and expedite the purchasing function. Such procedure shall be developed in accordance with

OFFICE OF THE BOARD OF REGENTS

MEMORANDUM

DATE January 3, 1983

TO: AHD

FROM: mg *mg*

SUBJECT: Regents' Rules and Regulations, Part Two

Lin Scotty from the U. T. Institute of Texan Cultures - San Antonio called today to let me know that we have an incorrect reference in Section 4.2 of Chapter IV of Part Two of the Regents' Rules and Regulations. I have pencilled in his correction and will verify with Office of General Counsel at some point before we include in next set of editorial amendments to RRR.

OK
a

attachment

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

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

MEMORANDUM

DATE February 28, 1983

TO: Dr. Kenneth H. Ashworth
FROM: Arthur H. Dilly *AHD*
SUBJECT: Regents' Rules and Regulations, Part Two - Amendments

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

"A"
Cover Page
Page ii
Pages VI-3 through VI-6

"B"
Cover Page
Page ii
Pages VI-3 through VI-6

The amendments approved at the February 10-11, 1983 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

Three copies of each of the revised pages are enclosed: one for your office, one for the Legislative Budget Board, and one for the Governor.

AHD:njp

Enclosures (3 sets)

RULES AND REGULATIONS

OF THE

BOARD OF REGENTS

OF

THE UNIVERSITY OF TEXAS SYSTEM

FOR THE GOVERNMENT OF

THE UNIVERSITY OF TEXAS SYSTEM

PART TWO

Reissued as of September 1, 1982
(with Amendments to February 11, 1983)

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15. Premium Sharing.....	VI - 6
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VII. Physical Properties	
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4. Insurance on Property of the System.....	VII - 2
5. Safe and Vault Combinations.....	VII - 3

- 5.3 Reinstatement of discontinued dependents' dental coverage shall require evidence of insurability.
- 5.4 Effective September 1, 1983, and thereafter, Subsections 5.1 through 5.3 shall also apply to employees and dependents covered as health maintenance organization participants.

Sec. 6. Health Maintenance Organizations.

- 6.1 In accordance with PROCEDURES FOR INCLUSION OF HEALTH MAINTENANCE ORGANIZATIONS adopted by the U.T. Board of Regents, the Office of the Executive Director for Finance and Administration, with the concurrence of the Executive Vice Chancellor for Health Affairs, may approve the inclusion of qualified organizations to provide services as a health maintenance organization.
- 6.2 In consultation with the Executive Director for Finance and Administration and the Executive Vice Chancellor for Health Affairs and in accordance with state and federal laws and regulations, The University of Texas System Personnel Director is authorized to issue "Guidelines for Administration" of the health maintenance organization option and to promulgate a "Request for Inclusion" form, which will include criteria against which HMO's will be evaluated.
- 6.3 A person eligible to enroll in the group hospitalization and medical benefit plan may, as an option, elect to enroll in a health maintenance organization under a contract approved by the Executive Director for Finance and Administration pursuant to conditions approved by the U. T. Board of Regents.
- 6.4 Employees who do not enroll within 60 days of eligibility may do so only in the annual enrollment period during the month of September.
- 6.5 The anniversary date of the contract is September 1 of each year.
- 6.6 An employee enrolled in a health maintenance organization is automatically enrolled for group dental coverage.

Sec. 7. Group Term Life Insurance.

- 7.1 A person employed at least one-half time is eligible to purchase group term life insurance and dependents' group term life insurance under a System-wide "One Year Term" plan approved by the Office of the Chancellor and the U.T. Board of Regents.
- 7.2 The amount of insurance available may not exceed four times annual earnings.

Sec. 8. Group Cash Value Paid-Up at Age 65 Life Insurance Plan.

A person employed at least one-half time is eligible to purchase group cash value paid-up at age 65 life insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.

Sec. 9. Group Long Term Disability Income Insurance.

A person employed at least one-half time may purchase group long term disability income insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.

Sec. 10. Group Accident Insurance.

A person under age 70 and employed at least one-half time may purchase group accident insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.

Sec. 11. Workers' Compensation Insurance.

- 11.1 Pursuant to Article 8309d of Vernon's Texas Civil Statutes, a System-wide Workers' Compensation Insurance (W.C.I.) Program will provide certain benefits for injuries sustained in the course and scope of employment.
- 11.2 The System Personnel Office, with the assistance of other appropriate System and component institution offices, shall investigate injuries and publish and enforce safety regulations.
- 11.3 The System Personnel Office shall be responsible for reporting all covered injuries to the Industrial Accident Board (I.A.B.).
- 11.4 The System Personnel Office shall coordinate occupational safety and health activities and enforce occupational safety and health standards.
- 11.5 The Office of General Counsel shall be responsible for a determination on appeal of I.A.B. decisions.

- 11.6 A percentage of annual payroll, as approved by the U.T. Board of Regents, shall be set aside to fund the Workers' Compensation Insurance Fund (W.C.I. Fund).
- 11.61 The System Personnel Office shall be responsible for deposit in the W.C.I. Fund of amounts to be forwarded monthly by each institutional chief business officer for salaries paid from other than State funds.
- 11.62 The System Personnel Office shall request the State Comptroller to transfer amounts due on payrolls from State funds to the W.C.I. Fund.
- 11.7 The System Personnel Office shall process all W.C.I. claims for medical care and compensation.
- 11.8 The System Personnel Office shall prepare an annual report for the U.T. Board of Regents on the status of the W.C.I. Fund.

Sec. 12. Unemployment Compensation Program.

- 12.1 The System-wide Unemployment Compensation (U.C.) Program will provide weekly benefits as specified in Article 5221-b et seq., Vernon's Texas Civil Statutes.
- 12.2 The U.C. Fund is established by the U.T. Board of Regents to be maintained in one or more regular depositories approved by the U.T. Board of Regents. The System Personnel Office shall administer funding by assessment on all salary sources other than State General Revenue Funds as provided in Section 12.24 below.
- 12.21 The System will reimburse the State General Revenue Fund from the U.C. Fund for claims charge-backs paid by the State Comptroller for former employees paid from other funds.
- 12.22 Claims charge-backs for former employees paid from State General Revenue Funds shall be referred to the State Comptroller for payment.
- 12.23 The U.C. Fund shall at all times operate under principles agreed upon by the System and the U.S. Department of Health and Human Services.
- 12.24 Assessment rates shall be calculated to maintain the U.C. Fund balance within a range of \$1,215,000 to \$1,755,000 and to provide minimum balance fluctuations and maximum rate stability.

- 12.25 Expenditures from the U.C. Fund shall be limited to direct costs in accordance with Federal Management Circular 73-8, Section J.7.
- 12.3 The System Personnel Office, working in coordination with appropriate System and component institution offices, shall administer the U.C. Program and represent the System and component institutions in appeals to the Texas Employment Commission (T.E.C.).
- 12.4 The Office of General Counsel shall be responsible for a determination on appeals of T.E.C. decisions.
- 12.5 The System Personnel Office shall prepare an annual report for the U.T. Board of Regents on the status of the U.C. Fund.
- Sec. 13. Social Security (Old Age and Survivors Insurance).
Pursuant to 42 U.S.C. §410, all employees must participate in the Social Security Program.
- Sec. 14. Deferred Compensation Plan.
As authorized by Article 6252-3b, Vernon's Texas Civil Statutes, any employee may participate in the Deferred Compensation Plan.
- Sec. 15. Premium Sharing.
- 15.1 A person employed at least one-half time is eligible to receive the full amount of premium sharing specified by state law.
- 15.2 A person employed at least one-half time will receive a basic insurance coverage. Each eligible employee may elect other optional coverage within 60 days of employment or waive coverage at any time.
- 15.3 The total premium for basic coverage shall not exceed the amount of employer contribution.
- Sec. 16. U.S. Savings Bonds.
All employees shall be provided the opportunity to participate in the purchase of U.S. Savings Bonds by payroll deduction.
- Sec. 17. Availability of Complete Benefit Descriptions.
The Office of the Chancellor shall insure that up-to-date accurate descriptions of the participation and eligibility requirements for all employee benefits and programs are conveniently available to all prospective and current employees at System Administration offices and at all component institutions.

Part Two

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

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

MEMORANDUM

DATE December 21, 1982

TO: _____

FROM: Arthur H. Dilly *AH*

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

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

<u>"A"</u>

Cover Page
Page ii
Pages VI-2 through VI-6

<u>"B"</u>

Cover Page
Page ii
Pages VI-2 through VI-6

The amendments approved at the December 2-3, 1982 meeting of the U. T. Board of Regents have been incorporated on the revised pages.

AHD:mg

Enclosures

THE UNIVERSITY OF TEXAS SYSTEM

OFFICE OF THE BOARD OF REGENTS

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

MEMORANDUM

DATE August 14, 1971

TO: Mr. Joseph C. Williams

FROM: Robert H. Hill

SUBJECT: Regents' Rules and Regulations, Part Two - 1971

Please update your copy of the Regents' Rules and Regulations, Part Two by destroying the pages listed in column 1 and substituting in their stead the pages listed in column 2.

Cover Page	Page 1
Page 1	Page 2
Pages VI 2 through VI 4	Pages VI 2 through VI 4

The Board of Regents approved at the December 1970 meeting the following amendments to the Regulations and Regulations:

and copies of the revised regulations will be sent to you for your review and for the legislative committee's review and approval.

Yours truly,

Robert H. Hill

RULES AND REGULATIONS

OF THE

BOARD OF REGENTS

OF

THE UNIVERSITY OF TEXAS SYSTEM

FOR THE GOVERNMENT OF

THE UNIVERSITY OF TEXAS SYSTEM

PART TWO

Reissued as of September 1, 1982
(with Amendments to December 3, 1982)

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	5. Safe and Vault Combinations.....	VII - 3

- 2.3 One change of O.R.P. companies is allowed per year. The change may be made only on the first day of a month.

Sec. 3. Tax Sheltered Annuities.

- 3.1 Pursuant to Article 6228a-5, Vernon's Texas Civil Statutes, an employee may purchase Tax Sheltered Annuities (T.S.A.) through an approved company.
- 3.2 In accordance with conditions approved by the U.T. Board of Regents, the Office of the Executive Director for Finance and Administration will approve companies authorized to offer annuities under the T.S.A. Program.

Sec. 4. Group Hospitalization and Medical Benefit Plan.

- 4.1 A person employed at least one-half time may elect optional group hospitalization and medical insurance coverage under a System-wide contract approved by the Office of the Chancellor and the U.T. Board of Regents.
- 4.2 Employees who do not enroll within 60 days of eligibility may do so only in the annual enrollment period during the month of September.
- 4.3 The anniversary date of the contract is September 1 of each year.
- 4.4 An employee enrolled for group hospitalization and medical coverage is automatically enrolled for group dental coverage. (Section 5 below.)

Sec. 5. Group Dental Insurance.

- 5.1 An employee covered by group hospitalization and medical insurance is also covered by group dental insurance under a System-wide contract approved by the Office of the Chancellor and the U.T. Board of Regents.
- 5.2 Dependents' dental coverage is available but may be discontinued only if dependents' group hospitalization and medical coverage is discontinued.

- 5.3 Reinstatement of discontinued dependents' dental coverage shall require evidence of insurability.
- 5.4 Effective September 1, 1983, and thereafter, Subsections 5.1 through 5.3 shall also apply to employees and dependents covered as health maintenance organization participants.

Sec. 6. Health Maintenance Organizations.

- 6.1 In accordance with conditions approved by the U.T. Board of Regents, the Office of the Executive Director for Finance and Administration, with the concurrence of the Executive Vice Chancellor for Health Affairs, may approve qualified organizations to provide services as a health maintenance organization.
- 6.2 A person eligible to enroll in the group hospitalization and medical benefit plan may, as an option, elect to enroll in a health maintenance organization under a contract approved by the Executive Director for Finance and Administration pursuant to conditions approved by the U. T. Board of Regents.
- 6.3 Employees who do not enroll within 60 days of eligibility may do so only in the annual enrollment period during the month of September.
- 6.4 The anniversary date of the contract is September 1 of each year.
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- 7.2 The amount of insurance available may not exceed four times annual earnings.

- Sec. 8. Group Cash Value Paid-Up at Age 65 Life Insurance Plan.
A person employed at least one-half time is eligible to purchase group cash value paid-up at age 65 life insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.
- Sec. 9. Group Long Term Disability Income Insurance.
A person employed at least one-half time may purchase group long term disability income insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.
- Sec. 10. Group Accident Insurance.
A person under age 70 and employed at least one-half time may purchase group accident insurance under a policy approved by the Office of the Chancellor and the U.T. Board of Regents.
- Sec. 11. Workers' Compensation Insurance.
- 11.1 Pursuant to Article 8309d of Vernon's Texas Civil Statutes, a System-wide Workers' Compensation Insurance (W.C.I.) Program will provide certain benefits for injuries sustained in the course and scope of employment.
 - 11.2 The System Personnel Office, with the assistance of other appropriate System and component institution offices, shall investigate injuries and publish and enforce safety regulations.
 - 11.3 The System Personnel Office shall be responsible for reporting all covered injuries to the Industrial Accident Board (I.A.B.).
 - 11.4 The System Personnel Office shall coordinate occupational safety and health activities and enforce occupational safety and health standards.
 - 11.5 The Office of General Counsel shall be responsible for a determination on appeal of I.A.B. decisions.
 - 11.6 A percentage of annual payroll, as approved by the U.T. Board of Regents, shall be set aside to fund the Workers' Compensation Insurance Fund (W.C.I. Fund).
 - 11.61 The System Personnel Office shall be responsible for deposit in the W.C.I. Fund

of amounts to be forwarded monthly by each institutional chief business officer for salaries paid from other than State funds.
11.62 The System Personnel Office shall request the State Comptroller to transfer amounts due on payrolls from State funds to the W.C.I. Fund.

11.7 The System Personnel Office shall process all W.C.I. claims for medical care and compensation.

11.8 The System Personnel Office shall prepare an annual report for the U.T. Board of Regents on the status of the W.C.I. Fund.

Sec. 12. Unemployment Compensation Program.

12.1 The System-wide Unemployment Compensation (U.C.) Program will provide weekly benefits as specified in Article 5221-b et seq., Vernon's Texas Civil Statutes.

12.2 The U.C. Fund is established by the U.T. Board of Regents to be maintained in one or more regular depositories approved by the U.T. Board of Regents. The System Personnel Office shall administer funding by assessment on all salary sources other than State General Revenue Funds as provided in Section 12.24 below.

12.21 The System will reimburse the State General Revenue Fund from the U.C. Fund for claims charge-backs paid by the State Comptroller for former employees paid from other funds.

12.22 Claims charge-backs for former employees paid from State General Revenue Funds shall be referred to the State Comptroller for payment. ●

12.23 The U.C. Fund shall at all times operate under principles agreed upon by the System and the U.S. Department of Health and Human Services.

12.24 Assessment rates shall be calculated to maintain the U.C. Fund balance within a range of \$1,215,000 to \$1,755,000 and to provide minimum balance fluctuations and maximum rate stability.

12.25 Expenditures from the U.C. Fund shall be limited to direct costs in accordance with Federal Management Circular 73-8, Section J.7.

- 12.3 The System Personnel Office, working in coordination with appropriate System and component institution offices, shall administer the U.C. Program and represent the System and component institutions in appeals to the Texas Employment Commission (T.E.C.).
- 12.4 The Office of General Counsel shall be responsible for a determination on appeals of T.E.C. decisions.
- 12.5 The System Personnel Office shall prepare an annual report for the U.T. Board of Regents on the status of the U.C. Fund.

Sec. 13. Social Security (Old Age and Survivors Insurance).
Pursuant to 42 U.S.C. §410, all employees must participate in the Social Security Program.

Sec. 14. Deferred Compensation Plan.
As authorized by Article 6252-3b, Vernon's Texas Civil Statutes, any employee may participate in the Deferred Compensation Plan.

Sec. 15. Premium Sharing.

15.1 A person employed at least one-half time is eligible to receive the full amount of premium sharing specified by state law.

15.2 A person employed at least one-half time will receive a basic insurance coverage. Each eligible employee may elect other optional coverage within 60 days of employment or waive coverage at any time.

15.3 The total premium for basic coverage shall not exceed the amount of employer contribution.

Sec. 16. U.S. Savings Bonds.
All employees shall be provided the opportunity to participate in the purchase of U.S. Savings Bonds by payroll deduction.

Sec. 17. Availability of Complete Benefit Descriptions.
The Office of the Chancellor shall insure that up-to-date accurate descriptions of the participation and eligibility requirements for all employee benefits and programs are conveniently available to all prospective and current employees at System Administration offices and at all component institutions.