

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 1	Administration and Organization	Effective:	June 2000
Section 1.3	Executive Officers	Revised:	December 2006
Policy 1.3.13	Selection of Administrative Officers	Responsibility:	President

SELECTION OF ADMINISTRATIVE OFFICERS

President

The Board of Regents selects the President of the Health Science Center. When there is a vacancy or it is known that there is to be a vacancy in Presidency and the Board does not have candidate(s) from recent searches at other component institutions, from within The University of Texas System, and/or of national prominence from outside The University of Texas System to advance for consideration, an Advisory Committee shall be established to recommend candidates to the Board.

The Executive Vice Chancellor for Health Affairs shall be Chair of the Advisory Committee. In circumstances where this Executive Vice Chancellor may be a candidate for the office, the Chair of the Advisory Committee shall be the Chancellor or the Chancellor's designee. In addition to the Chair, committee membership is as follows:

1. Chancellor.
2. Two Presidents (to be appointed by the Chair of the Board from two of the component institutions).
3. Two Regents (to be appointed by the Chair of the Board).
4. Three faculty members of the institution involved, at least two of whom shall have the rank of associate professor or higher.
5. Dean of the School of Medicine.
6. Two students from the institution (method of selection to be determined by the student government of the institution).
7. President of the ex-students' Association or his/her designee; if the institution does not have an active alumni organization, then an alumnus of the component selected by the Chair of the Board of Regents.
8. Two non-faculty employees, one in a classified position and one in an administrative position (to be selected by the President or

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in accordance with institutional procedures approved by the President).

9. Not more than two representatives of the institution's external constituency who have demonstrated a deep interest in and support of the institution, its programs, and its role in community activities (to be appointed by the Chair of the Board of Regents).

**Other
Administrative
Officers and Staff**

The Board of Regents delegates to the Executive Vice Chancellor for Health Affairs who, in turn, delegates to the President the responsibility for the appointment and dismissal of all other administrative officers including Vice Presidents, Deans, Directors, and their equivalents. However, prior approval of the Executive Vice Chancellor for Health Affairs shall be necessary for each such permanent or acting appointment and for each such dismissal whether from a permanent or acting appointment. All such other administrative officers serve without fixed terms and subject to the pleasure of the President and the aforesaid approval of the Executive Vice Chancellor for Health Affairs or the Chancellor, as appropriate.

The Board delegates to the Executive Vice Chancellor for Health Affairs who, in turn, delegates to the President the responsibility for the permanent or acting appointment of department Chairs, department heads, and their equivalents. Such department Chairs, department heads, and their equivalents serve without fixed terms and subject to the pleasure of the President.

The Board endorses the principle of reasonable faculty and student consultation in the selection of administrative officers of the Health Science Center and the primary operating units, and expects the President, as he or she deems appropriate, to consult in the selection process with the representatives of the faculty and student body. However, the President is responsible for executing the duties of the office and consequently shall not be bound by nominations to administrative positions by campus selection committees.
