

**HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES**

Chapter 1	Administration and Organization	Effective:	December 2003
Section 1.6	Administrative Committees	Revised:	October 2009
<b>Policy 1.6.1</b>	<b>Audit Committee</b>	Responsibility:	President

## **AUDIT COMMITTEE**

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### **Members**

1. President
  2. Senior Executive Vice President/Chief Operating Officer
  3. Executive Vice President for Business Affairs/Chief Financial Officer
  4. Other key members of senior management of the institution, as appropriate
  5. At least one member from outside the institution
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### **Ex-Officio**

1. Assistant Vice President for Internal Audit & Consulting Services
  2. Assistant Vice President for Regulatory Affairs & Compliance
  3. The University of Texas System Chief Audit Executive or his/her designee
  4. Representative of The University of Texas System Office of Health Affairs
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### **Chair**

External Member

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### **Charge**

The Audit Committee is an essential part of the risk management and internal control infrastructure of the institution and of The University of Texas System. Its primary responsibilities are to assist the President in the:

- Oversight and direction of the internal auditing activity.
  - Oversight of the processes to manage business and financial risks.
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- Reporting of risk management and audit activity to The University of Texas System, including the Audit, Compliance and Management Review Committee of the Board of Regents.
  - Oversight of institutional engagements that may be performed by The University of Texas System or any external public accounting firms hired by The University of Texas System.
  - Awareness of and responsibility for Health Science Center issues that may arise from any University of Texas System financial audit.

The Audit Committee meets periodically, at least quarterly, and at the request of the President.

**Term of  
Membership**

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Two years

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