

## 02.01 Board of Regents

Approved February 27, 1995 (MO 44-95)  
Revised September 26, 1997 (MO 181-97)  
Revised July 23, 1999 (MO 197-99)  
Revised September 29, 2005 (MO 199-2005)  
Revised May 23, 2008 (MO -2008)  
Next Scheduled Review: May 23, 2010



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### Policy Statement

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This policy sets out the roles and responsibilities of the Board of Regents (board) of The Texas A&M University System (system) as assigned by law to the governing boards of institutions of higher education.

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### Reason for Policy

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This policy clearly delineates the responsibilities of the board, its requirement for public transparency of agenda items, and how the board is to be supported.

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### Procedures and Responsibilities

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#### 1. RESPONSIBILITIES OF THE BOARD

The board accepts and adopts the following role and responsibilities assigned by law to governing boards of institutions of higher education:

- 1.1 The board shall provide the policy direction for the system and its member universities, agencies and the health science center. The board shall formulate, update, adopt and publish official policies for the system as described in System Policy *01.01, System Policies, Regulations, and Member Rules*.
- 1.2 The board, being composed of lay members, shall exercise the traditional and time-honored role for such boards as their role has evolved in the United States and shall constitute the keystone of the governance structure. In this regard the board shall:
  - (1) preserve institutional independence and shall defend its right to manage its own affairs through its chosen administrators and employees;

- (2) enhance the public image of each system member under its governance;
- (3) interpret the community to each campus and interpret each campus to the community;
- (4) nurture each system member under its governance to the end that each member achieves its full potential within its role and mission; and
- (5) insist on clarity of focus and mission of each system member under its governance.

1.3 In addition to other powers and duties assigned in law, the board shall:

- (1) establish, for each system member under its control and management, goals consistent with the role and mission of the institution;
- (2) appoint the chancellor of the system;
- (3) appoint and annually evaluate the president of each university and the health science center, and director of each agency and assist each chief executive officer (CEO) in the achievement of performance goals;
- (4) set campus admission standards consistent with the role and mission of the system member and in consideration of the admission standards of similar institutions nationwide having a similar role and mission, as determined by the Texas Higher Education Coordinating Board; and
- (5) ensure that its formal position on matters of importance to the system members under its governance is made clear to the coordinating board when such matters are under consideration by the coordinating board.

1.4 Each member of the board has the legal responsibilities of a fiduciary in the management of funds under the control of system members subject to the board's control and management.

1.5 In fulfilling the responsibilities outlined in Section 1.3(3), the board shall receive recommendations from the chancellor, and in Section 1.3(4), the board shall receive recommendations from the respective presidents, agency directors and the chancellor.

## 2. PUBLIC TESTIMONY ON AGENDA ITEMS AT REGULAR MEETINGS OF THE BOARD OF REGENTS

A member of the public is allowed to present written and oral testimony, for a reasonable amount of time as determined by the chairman of the board, on any topic listed on the agenda for a regular meeting of the board that is open to the public. Testimony on topics not listed on the agenda will not be allowed.

- 2.1 A member of the public who desires to present written or oral testimony must deliver the following information to the executive secretary to the board of regents by mail, facsimile, or hand delivery, no later than 24 hours before the regular board meeting is posted to begin:
- (a) the name of the person submitting testimony;
  - (b) the agenda item topic to be addressed; *and either*
  - (c) the written testimony *or* a written statement of the substance of the oral testimony.

E-mail or electronic delivery will not be accepted. Copies of the testimony or substance of the oral testimony will be distributed to the board members at or before the board meeting.

- 2.2 The board will consider the public testimony properly presented on an agenda item before voting on that agenda item. The chairman or a majority of the board may prescribe sanctions against any person exceeding established time limits or speaking on a topic not relevant to the agenda item.

### 3. OFFICE OF THE BOARD OF REGENTS

- 3.1 The board appoints the executive secretary to the board. The executive secretary to the board is responsible for the management and operation of the Office of the Board of Regents under the direction of the chairman of the board.

The executive secretary to the board is authorized to process and recommend the approval of vouchers for the expenditure of funds allocated to the Office of the Board of Regents. The vouchers shall be reviewed for consistency with system and state purchasing and accounting requirements and approved by the System Office of Budgets and Accounting before being forwarded for payment.

The executive secretary to the board shall work cooperatively with the chancellor in all matters related to official actions by the board, including the planning and establishment of agenda for meetings, presentation and distribution of informational materials, and related functions.

The executive secretary to the board may be directed by the board chairman, chairs of board committees, or individual board members to assist them by collecting information and reports from the chancellor and CEO or members of their respective staffs, and may make other requests to such persons on behalf of the board. It is the responsibility of the chancellor and CEOs to respond to such requests in a timely manner.

- 3.2 The mission of the Office of the Board of Regents is to provide staff support to each member of the board in the discharge of his or her responsibilities.

3.3 Objectives of the Office of the Board of Regents include the following:

- (1) Make arrangements for all meetings of the board and its committees, and all special events hosted by the board, including arrangements for regents' travel.
- (2) Under the direction of the chairman of the board, or the chairman of a standing committee, prepare and distribute the agenda and necessary supporting documentation for all meetings of the board and its committees and post notices of all meetings, and the subject matter, as required by law.
- (3) Record, prepare, and index the official minutes of the board and its committees and distribute copies thereof.
- (4) File all official records, documentary files, correspondence and proceedings of the board and its committees.
- (5) Prepare vouchers for payment to vendors and reimbursements to regents and maintain all accounting documents.
- (6) Assist regents as requested with matters affecting students, faculty, staff, legislators, governmental officials and visitors.

3.4 The board shall annually establish goals for the Office of the Board of Regents, and shall evaluate the performance of staff in relation to goal accomplishment.

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## Related Statutes, Policies, or Requirements

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Tex. Educ. Code § 51.352

<http://tlo2.tlc.state.tx.us/statutes/docs/ED/content/htm/ed.003.00.000051.00.htm#51.352.00>

Tex. Educ. Code § 51.357

<http://tlo2.tlc.state.tx.us/statutes/docs/ED/content/htm/ed.003.00.000051.00.htm#51.357.00>

Tex. Educ. Code § 85.21

<http://tlo2.tlc.state.tx.us/statutes/docs/ED/content/htm/ed.003.00.000085.00.htm#85.21.00>

System Policy *01.01, System Policies, Regulations, and Member Rules*

<http://www.tamus.edu/offices/policy/policies/pdf/01-01.pdf>

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## Contact Office

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The Office of the Board of Regents  
(979) 845-9600

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