



**I. 1.2.1 University Governance and Administration**

Chapter 1 - Administration and Organization	Original Effective Date: June 2000
Section: 1.2 Organization	Date Last Reviewed: February 2024
Responsible Entity: President	Date Last Revised: February 2024

**II. Purpose**

To describe the governance and administrative leadership structure of University of Texas Health Science Center at San Antonio (UT Health San Antonio).

**III. Scope**

This policy applies to the administrative oversight of UT Health San Antonio.

**IV. Policy**

**A. President**

The President is the Chief Administrative Officer for the University of Texas Health Science Center at San Antonio (UT Health San Antonio). The duties and responsibilities of the President are set forth by the Board of Regents' Rules and Regulations, [Rule 20201 Presidents](#).

The President reports to and is responsible to the Executive Vice Chancellor for Health Affairs and serves without fixed term, subject to the pleasure of the Executive Vice Chancellor for Health Affairs and approval by the Chancellor and Board of Regents. The president is expected to consult with the Chancellor and the appropriate Executive Vice Chancellor on significant issues as needed.

**B. Other Executive Administrative Officers**

The administrative structure and organization of UT Health San Antonio is established by the President and is subject to approval by the Executive Vice Chancellor for Health Affairs, as delegated by the Board of Regents by means of their approval of UT Health San Antonio's annual operating budget.

The executive administrative officers and deans serve at the pleasure of the President without fixed term and perform such duties as assigned by the President, in accordance with Board of Regents' Rule [20102 Appointment of Institutional Administrative Officers](#).

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Members of the executive administrative leadership are represented in the University's organizational chart and published on the university's [executive leadership website](#).

### C. Faculty

Faculty members play a major role in the governance of UT Health San Antonio, especially in educational policy formation, as defined in the Institutional Handbook of Operating Policies (IHOP), Policy [1.4.1 Faculty Member and Role in Policy Formation](#).

### D. University Committees

The President may appoint or establish a permanent committee to advise on matters pertaining to a designated subject or as required by a federal agency or accrediting body. Permanent university committees and their official charges are outlined in IHOP [Chapter 1, Administration and Organization](#).

### E. Governance Documents

#### 1. Regents' Rules and Regulations and University of Texas System Policies

- a. The Board of Regents' Rules and Regulations of the University of Texas System set forth the general policies and rules of governance applicable to all institutions within the University of Texas System. The Regents' Rules and Regulations are available online at <https://www.utsystem.edu/offices/board-of-regents/regents-rules-and-regulations>.
- b. The University of Texas System policies are also applicable to all institutions within the University of Texas System and are available in the UT System Policy Library, <https://www.utsystem.edu/sites/policy-library>.

#### 2. Institutional Handbook of Operating Policies

- a. The Board of Regent's Rules and Regulations require that President to prepare an Institutional Handbook of Operating Policies (IHOP) applicable to UT Health San Antonio.
- b. The IHOP is subject to approval of the Executive Vice Chancellor for Health Affairs. It is also subject to the Regents' Rules and Regulations.
- c. The IHOP implements the rule of governance and administrative policies and procedures for UT Health San Antonio within the policies set forth by the Board of Regents.

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### 3. Catalog

- a. The Catalog of UT Health San Antonio is official publication approved by the Executive Vice Chancellor for Health Affairs and the Board of Regents. A new edition of the Catalog is issued each year. The Catalog is available online at <http://catalog.uthscsa.edu/>.
- b. The Catalog contains a general information about UT Health San Antonio Schools and facilities, as well as information about:
  - i. The official calendar;
  - ii. Admission requirements;
  - iii. Tuition and fees;
  - iv. Residency requirements;
  - v. Registration, grading and other academic regulations;
  - vi. Degree and certificate programs and courses; and,
  - vii. Student services.

### 4. Special Publications

Special Publications and documents, such as bylaws and faculty handbooks, may be issued as needed for special purposes with the approval of the President or designee.

## V. Definitions

*There are no defined terms used in this Policy.*

## VI. Related References

### Institutional Handbook of Operating Policies (IHOP)

IHOP 2.1.2 [Policy Administration for Handbook of Operating Policies](#)

### Board of Regents' Rules & Regulations

20201: [President](#)

20102: [Appointment of Institutional Officers](#)

## VII. Review and Approval History

The approving authority of this policy is the University Executive Committee.

Effective Date	Action Taken	Approved By	Approved Date
06/2000	Policy Origination		
09/2019	Policy Revision		
02/2024	Policy Revision	Executive Committee	