

## 02.05 Presidents of System Member Universities



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Next Scheduled Review: ~~January 10, 2016~~ April 27, 2021

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### Policy Statement

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This policy provides that the Board of Regents (board) of The Texas A&M University System (system) appoints the presidents of the ~~system~~-member universities who serve under the direction of the chancellor.

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### Reason for Policy

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This policy establishes the duties and administrative responsibilities of the presidents of the ~~system~~-member universities, in addition to other duties and responsibilities delegated by the chancellor or the board.

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### Procedures and Responsibilities

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#### 1. GENERAL

The presidents of ~~system~~-member universities are appointed by the board on the recommendation of the chancellor, serve under the direction of the chancellor, and have the following duties and responsibilities and such others as may be duly delegated by the chancellor or the board.

#### 2. DUTIES OF THE PRESIDENT

Subject to, and under the general authority of the chancellor, the president of each ~~system~~ member university shall:

- 2.1 Administer the total program of the ~~system~~-member under the president's jurisdiction. Recommend to the chancellor and the board the appropriate goals, purposes and role and scope for the ~~system~~-member.

- 2.2 Recommend an organizational structure necessary to implement the purpose and mission of the ~~system~~-member and recommend the establishment of administrative offices appropriate thereto.
- 2.3 Recommend to the chancellor the appointment of all personnel requiring appointment by the board.
- 2.4 Conduct regular periodic evaluations of each administrative officer.
- 2.5 Coordinate the planning, development and operation of all activities and programs of the ~~system~~-member.
- 2.6 Develop legislative budget requests and submit to the chancellor for approval. The board will be provided with summary information for review after submission of these requests.
- 2.7 Develop annual budgets for operation and construction and submit to the chancellor for recommendation and action by the board.
- 2.8 Administer the business and financial management of the ~~system~~-member. The management function includes, but is not limited to, budget preparation and implementation, financial and property accounting, the auditing of all expenditures and bills presented for payment, and the preparation of such financial reports as may be required.
- 2.9 Develop ~~guidelines~~~~procedures~~ and standards for personnel administration, including those for employment, wage and salary administration, pay plans and classification, termination and conditions of employment in conformity with policies, practices and procedures of the system.
- 2.10 Provide for the operation and maintenance of the physical plant, the purchase of supplies and equipment, and the maintenance of appropriate inventories and records of real and personal properties under the jurisdiction of the ~~system~~ member.
- 2.11 Explain system policy to the staff and explain the ~~system~~-member's program needs to the chancellor.
- 2.12 Serve as the ~~system~~-member representative with appropriate former student associations and any institutionally related development foundations.

### 3. ADMINISTRATIVE RESPONSIBILITIES OF THE PRESIDENT

The presidents shall provide for the following administrative functions within the structure of the ~~system~~-member university.

- 3.1 General supervision of all personnel employed by or assigned to the ~~system~~ member.

- 3.2 General supervision of all student programs and services. Such supervision includes, but is not limited to, recruitment of students, admissions, registration and records, academic advising, counseling, housing, scholarships and financial aid, student activities and services, placement, foreign students and the evaluation and certification of academic credit from other institutions.
- 3.3 Development and dissemination of information concerning programs and accomplishments.
- 3.4 Maintenance of a current rules and internal procedures website for the **system** member.

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## **Related Statutes, Policies, or Requirements**

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[System Policy 01.03, Appointing Power and Terms and Conditions of Employment](#)

[System Policy 02.01, Board of Regents](#)

[System Policy 02.02, Office of the Chancellor](#)

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## **Member Rule Requirements**

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A rule is not required to supplement this policy.

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## **Contact Office**

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Office of the Chancellor  
(979) 458-6000