



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

Operating Policy and Procedure

HSC OP: 01.07, **Organization of Texas Tech University Health Sciences Center**

PURPOSE: The purpose of this Health Sciences Center Operating Policy and Procedure (HSC OP) is to present the organization of Texas Tech University Health Sciences Center. This is required as a part of any university's operation by the Southern Association of Colleges and Schools (SACS). The organizational chart attached (Attachment A) presents visually the organization of Texas Tech University Health Sciences Center.

REVIEW: This HSC OP will be reviewed on December 1 of each year by the Executive Vice President for Finance and Administration, with recommendations for revisions forwarded to the President by December 15.

POLICY/PROCEDURE:

1. **Authority.**

- a. The Legislature, Chapter 109.001 (c) of the Texas Education Code, delegates to the Board of Regents the governance, control, jurisdiction, organization, and management of the Texas Tech University System.
- b. Section 109.23 of the Education Code directs the Board of Regents to "provide a chief executive officer, who shall devote his attention to the executive management of the University and who shall be directly accountable to the Board."

2. **Board of Regents.** Texas Tech University Health Sciences Center is governed by the Board of Regents of the Texas Tech University System, whose nine members are appointed to six-year terms by the Governor of the State of Texas; the terms of office of three Regents expire every two years. A non-voting student regent is also appointed for a one year term (June 1 to May 31) by the Governor, as specified in the Texas Education Code (§§51.355). The Board is legally responsible for the establishment and control of the University's policies.

Texas Tech University Health Sciences Center is a separately accredited university under the direction, management and control of the Board of Regents of the Texas Tech University System.

3. **Chancellor.** The Chancellor is the chief executive officer of the Texas Tech University System and is appointed by the Board of Regents to direct the institutions and to carry out policies determined by the Regents.

4. **TTUHSC President.** The President, through the Chancellor, serves as the chief executive officer of TTUHSC. The President oversees the educational, fiscal, operational and research programs of TTUHSC. The President is charged with developing, implementing, and reviewing academic policies and programs including the education, research, and clinical missions of the Health Sciences Center. The Office of the President coordinates activities of academic deans and directors and informs and advises the Chancellor on academic matters.

The President oversees and has responsibility for all TTUHSC organizational units listed below, with the exception of the Chancellor's Division.

5. **Organizational Units.** The organizational units of TTUHSC are as follows:

- a. **Chancellor's Division (Chancellor)**
- b. **President's Division (President)**
- c. **Finance and Administration (Executive Vice President)**
- d. **Research (Executive Vice President)**
- e. **Provost (Executive Vice President / Provost)**
- f. **Graduate School of Biomedical Sciences (Dean)**
- g. **School of Allied Health Sciences (Dean)**
- h. **School of Medicine (Dean)**
- i. **Paul L. Foster School of Medicine-El Paso (Founding Dean)**
- j. **Anita Thigpen Perry School of Nursing (Dean)**
- k. **Gayle Greve Hunt School of Nursing-El Paso (Interim Dean)**
- l. **School of Pharmacy (Dean)**
- m. **Rural and Community Health (Vice President)**
- n. **Information Technology (Vice President/CIO)**
- o. **Academic Affairs (Senior Vice President)**
- p. **Institutional Advancement (Asst. Vice Chancellor)**
- q. **Communications & Marketing (Director)**
- r. **Institutional Compliance (Officer)**

6. **TTUHSC Academic Administration.** Each of the schools of the Health Sciences Center is administered by a dean and staff, and faculty is assigned to each. The deans serve in their administrative roles without tenure at the pleasure of the President and may be removed without cause. The Schools of Allied Health Sciences, Medicine, Nursing, Pharmacy and the Graduate School of Biomedical Sciences are organized into instructional departments or divisions administered by chairpersons.

Department chairpersons are appointed by the Dean of the appropriate School with input from the President. They serve in their administrative roles without tenure at the pleasure of the Dean and may be removed without cause. The Dean reviews chairpersons annually; reappointment as chairperson may be recommended.

Each department chairperson, in cooperation with the faculty, is responsible for supervising the activities of the department, preparing the department budget requests, initiating requests for salary increases, recommending tenure and promotion, initiating appointment recommendations, and developing curricula.

7. **TTUHSC Organization Chart.** An organization chart reflecting the senior reporting relationship of TTUHSC is provided as Attachment A.