

THE TEXAS STATE UNIVERSITY SYSTEM



RULES AND REGULATIONS

LAMAR UNIVERSITY
LAMAR INSTITUTE OF TECHNOLOGY
LAMAR STATE COLLEGE - ORANGE
LAMAR STATE COLLEGE - PORT ARTHUR
SAM HOUSTON STATE UNIVERSITY
SUL ROSS STATE UNIVERSITY
SUL ROSS STATE UNIVERSITY RIO GRANDE COLLEGE
TEXAS STATE UNIVERSITY

Adopted September 1, 1980
Amended August 17, 2017,
November 16, 2017, and February 16, 2018

- 4.25 Such other special and limited purposes in accordance with State regulations. Verified expense accounts shall be submitted to the Chancellor for approval, and the same shall be subject to review and control by the Board. The Chancellor shall be reimbursed for expenses incurred, which shall be reported quarterly to the Chair of the Finance and Audit Committee.
- 4.3 Financial Reports. All books, records, ledgers, and accounts of System and Component administrations shall be kept and maintained in conformity with recommendations of the State Auditor and the State Comptroller of Public Accounts subject to approval of the Chancellor and Board. All proposed operating budgets and all biennial appropriation requests shall be first examined, considered, and approved by the Chancellor and presented to the Board for review and approval at an open meeting.
- 4.31 Annual Operating Budget. The Chancellor shall prepare or cause to be prepared and submit annually to the Board at its May or August meeting, as specified each year by the Board, proposed budgets for the operation of the System and its Components for the next fiscal period. Copies of all proposed operating budgets shall be submitted in writing to all members of the Board at least eight calendar days in advance of such Board meeting. The proposed operating budgets shall reflect all income estimated and itemized by sources, with all expenditures estimated and itemized by fund, project, or department. Upon adoption by the Board of the operating budget, all subsequent expenditures shall conform therewith. Each change affecting the current operating budget for each fund group which exceeds \$100,000 for the four-year institutions and \$25,000 for the two-year Components shall be subject to Board approval.
- 4.4 Staff Development Program Rules.
- 4.41 Definition. This program is to provide training through workshops, seminars, institutes, training sessions, extension courses, Component courses (with or without academic credit), and other special programs or activities offered either within or outside the State as authorized by *Government Code, Chapter 656*. Such programs must be of concentrated, precise content and designed to improve the individual's professional or technical knowledge in the performance of the individual's present or prospective duties and responsibilities. This program is for selected individual staff members and will be provided on the basis of need of the System and to the extent funds are available.
- 4.42 Objectives. To improve and enhance the individual's professional and technical knowledge and ability in the performance of the individual's present or prospective duties and responsibilities.
- 4.43 Program Elements. This program is generally the type that meets the following criteria: relatively short term, specific in content, and presented outside the employing agency.