

THE TEXAS A&M UNIVERSITY SYSTEM

HEALTH SCIENCE CENTER INTERNAL POLICIES

61.99.99.Z1.01 Governmental Affairs

Approved May 1, 2000

Revised August 6, 2008

1. OVERVIEW

According to System Policy 02.02, the Chancellor of the Texas A&M University System holds authority for “representing the System in all areas of public affairs.” The Chancellor has delegated responsibility for developing and coordinating state governmental relations to the Vice Chancellor for Governmental Relations. Specific guidelines regarding interactions between System employees and government officials can be found in System Policy 07.01, sections 6-7.

2. THE OFFICE OF GOVERNMENTAL AFFAIRS

- 2.1 The HSC Vice President for Governmental Affairs, under the auspices of the President, is the designated HSC contact to the Vice Chancellor for Governmental Relations.
- 2.2 It is the primary responsibility of the Office of Governmental Affairs to coordinate state and federal governmental relations for the HSC, and to that end, all interactions between HSC faculty or staff and elected officials (or their staff) should be made in consultation with the Vice President for Governmental Affairs. Generally this does not include interaction with agencies as it relates to grant or peer review proposals.
- 2.3 In the case of contact with candidates for elected office, as a state agency, the HSC does not participate in any way in political contests, and HSC employees are prohibited from using state resources or their status as HSC employees to portray any preference whatsoever in a governmental election. Any contact with or by candidates for public office should be reported to the Office of Governmental Affairs.
- 2.4 The Office of Governmental Affairs provides a process to educate policymakers and agency officials and staff on issues affecting higher education, the health professions, and related issues. The Governmental Affairs process seeks to assure alignment of the HSC and its components on public policy issues and to communicate a representative message on behalf of the institution.

3. REQUEST FOR INFORMATION FROM OUTSIDE AGENCIES

Employees who receive requests for information from the Texas Legislature, the Texas Higher Education Coordinating Board, the Federal Government, or other comparable entities should

notify the Office of Governmental Affairs; the Vice President will work with the component to coordinate the appropriate response.

OFFICE OF RESPONSIBILITY

Vice President for Governmental Affairs