

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 1	Administration and Organization	Effective:	October 2004
Section 1.3	Executive Officers	Revised:	December 2015
Policy 1.3.7	Vice President for Research	Responsibility	President

VICE PRESIDENT FOR RESEARCH

Overview

The Vice President for Research is responsible to and reports to the President. By delegation from the President, the Vice President for Research serves as the principal officer for research administration at the Health Science Center and as the Institutional Official for the Health Science Center’s Human Research Protection Program, and the Institutional Animal Care and Use Program. The Vice President, in collaboration with the Executive Committee, will be responsible for the stimulation, strategic planning, and institutional oversight of the research activities at the Health Science Center. The Vice President for Research works to foster, support and sustain an ethical environment that facilitates the highest quality research and ensures the implementation and maintenance of the Health Science Center’s Research Protection Programs as outlined in applicable assurances (DHHS Federalwide Assurance and PHS Animal Welfare Assurance). In addition, the Vice President for Research is responsible for fostering a research climate that promotes adherence to high ethical standards in the conduct of research and addresses allegations of misconduct. He or she provides institutional leadership for policy formation and advocacy for research both within and outside the Health Science Center. He or she serves at the pleasure of the President, without fixed term, and performs such duties as assigned by the President.

Staff Responsibilities

As a staff officer and Institutional Official, the Vice President for Research participates in administrative considerations of all policies, plans, and programs of the Health Science Center. By delegation from the President, the Vice President for Research:

1. Has operational authority to oversee the Human and Animal Research Protection Programs, including the Institutional Review Board (IRB), and the Institutional Animal Care and Use Committee (IACUC). Is responsible for ensuring ethical and regulatory compliance in the responsible conduct of research at the Health Science Center to include policies and federal rules affecting conflict of interest, conflict of commitment, scientific integrity and sponsored research. Has final approval authority over all research approved by the IRB and the IACUC. May not approve any human or animal research which has not been

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previously approved by the IRB or IACUC, respectively. May, however, disapprove research that has been approved by the IRB or the IACUC.

2. Provides leadership for policy formation, strategic planning and advocacy for research.
3. Assesses the annual compilation, analysis and effectiveness of the Health Science Center's research budget, to include the Human Research Protection Program, the Institutional Animal Care Program, and the Laboratory Animal Resources budgets. The Vice President for Research will work with the President and the Executive Committee in establishing the University's research budget and designating new research centers of excellence or research priorities appropriate to the maintenance of optimal growth of research activities.
4. Is responsible in concert with the Executive Committee on Space Management for developing institutional policies for optimal research space utilization and making recommendations to the President for research space allocations when required.
5. Evaluates and reports to the President performance measures regarding research throughout the entire University, including centers and outreach programs throughout South Texas.
6. Is empowered to promote interdisciplinary research among the Health Science Center Schools and other institutions.
7. The Vice President will oversee the disbursement and management of discretionary research funds provided by the President in the pursuit and promotion of horizontal integration of research activities.
8. Has operational authority to oversee funds provided by the President to support startup funds, institutional research grants, including competitive institutional funds for new faculty.
9. Has operational authority to oversee institutional core research facilities, equipment renewal and service contracts.

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10. Is responsible for the planning and implementation of an external scientific group to assess the effectiveness of the Health Science Center's research mission.
 11. Chairs the University-Research Strategic Advisory Council and gives final recommendations to the President on the distribution of various research funding.
 12. Represents the Health Science Center with federal and state funding agencies, foundations and corporate research sponsors.
 13. Participates in the external advisory board review process for all major University research centers.
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Line Responsibilities

As a line officer, the Vice President for Research has general charge and responsibility for:

1. Overseeing the activities of the Laboratory Animal Resources, the Institutional Animal Care Program, Office of Clinical Research, Office of the Institutional Review Board, South Texas Technology Management, the San Antonio Life Sciences Institute, Environmental Health and Safety Committees, and Director of Research Systems and Economic Development. The following Centers are also under the Vice President for Research: ReACH Center and Computational Biology and Bioinformatics.
 2. Serving as the liaison to various Health Science Center standing committees that interact with the Health Science Center's research community.
 3. Recommending to the President designation of an alternate signatory authority in the absence of the Institutional Official.
 4. Designating specified responsibilities to those reporting to him.
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Other Responsibilities

The Vice President for Research also:

1. Serves as a member of the Executive Committee of the Health Science Center and other appropriate policy-making bodies.
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2. Establishes and appoints (or authorizes the selection of) such ad hoc committees or councils for the Health Science Center as needed and appropriate to the responsibilities of the office.
 3. Performs other duties as assigned by the President.
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