



CANCER PREVENTION & RESEARCH
INSTITUTE OF TEXAS

**CHARTER OF THE SPECIAL ISSUES SUBCOMMITTEE
FOR THE CANCER PREVENTION AND RESEARCH INSTITUTE OF TEXAS**

BACKGROUND

The Oversight Committee of the Cancer Prevention and Research Institute of Texas (“CPRIT” or “Institute”) established a Special Issues Subcommittee (the “Subcommittee”) on February 21, 2018. This Charter, adopted by the Oversight Committee of the Cancer Prevention and Research Institute of Texas (“Oversight Committee”) on February 21, 2018, supersedes any other documents relating to the Special Issues Subcommittee.

PURPOSE

The primary purpose of the Subcommittee is to advise the Oversight Committee on special issues, including planning for CPRIT’s sunset review and associated legislative issues.

COMPOSITION

The Subcommittee shall be composed of at least three members of the Oversight Committee; such members appointed from time to time by a majority vote of the Oversight Committee at a meeting at which a quorum is present. The Oversight Committee shall designate the Chairperson of the Subcommittee from among its members. A member of the Special Issues Subcommittee will serve until his or her successor is duly appointed and qualified unless the member resigns or is removed from the Special Issues Subcommittee. The Oversight Committee may replace any member of the Subcommittee by a majority vote of the Oversight Committee.

MEETINGS AND QUORUM

The Subcommittee shall meet as often as the Chairperson of the Subcommittee deems appropriate to perform its duties and responsibilities under the Bylaws and this charter. The Subcommittee shall keep regular minutes of its meetings and cause such minutes to be recorded in books kept for that purpose in the principal office of the Institute and report the same to the Oversight Committee at its next regular meeting.

If a member of the Subcommittee is absent from any meeting, or disqualified from voting at that meeting, then the remaining member or members present at the meeting and not disqualified from voting, whether such member or members constitute a quorum, may, by a unanimous vote, appoint another member of the Oversight Committee to act at the meeting in the place of any such absent or disqualified member. Unless the Oversight Committee provides otherwise, at all meetings of the Subcommittee, a majority of the then authorized members of the Subcommittee

will constitute a quorum, and the vote of a majority of the members of the Subcommittee present at any meeting at which there is a quorum will be the act of the Subcommittee.

Unless the Oversight Committee provides otherwise, the Subcommittee may make, alter, and repeal rules and procedures for the conduct of its business. In the absence of such rules and procedures, the Subcommittee shall conduct its business in the same manner as the Oversight Committee conducts its business, except that meetings of the Subcommittee are not required to be conducted pursuant to the Open Meetings Act.

DUTIES AND RESPONSIBILITIES

The Subcommittee has the following duties and responsibilities:

- Assist the Oversight Committee and CPRIT staff regarding legislative matters, including providing timely feedback on potential and pending legislation;
- Advise the Chief Executive Officer and CPRIT staff, as requested, on potential governmental affairs issues;
- Provide recommendations to the Oversight Committee on proposed legislative filings, including CPRIT's Legislative Appropriations Request and State Strategic Plan; and
- Address any other special topics as the Oversight Committee Presiding Officer may assign to the Subcommittee.

OTHER DUTIES

The Subcommittee will evaluate its performance on a periodic basis, periodically review the adequacy of this Charter, and perform any other activities consistent with this Charter, the Bylaws, and applicable laws as the Subcommittee or the Oversight Committee deems necessary or appropriate.

In addition to its duties and responsibilities, the Oversight Committee Chair may delegate to the Subcommittee and the Subcommittee shall perform such additional special functions, duties, or responsibilities related thereto.