

Council of Academic Deans
September 10, 2013

Summary and Action Items

- **Human Resource Activities for FY14:** Staff from the Office of Human Resources attended to update the Council on new and upcoming activities for fiscal year 2014.
- **Installation and Induction into Phi Kappa Phi:** Dr. Heather Galloway informed the Council that the Phi Kappa Phi Installation and Induction Ceremony is scheduled for October 30, 2013 at the Wittliff Collections at 3:30.
- **Receipt Processing Procedures Audit:** Dr. Bourgeois stressed to the Council that if any cash handling occurs in their areas, to make sure there are procedures in place and that these procedures are being monitored carefully according to UPPS 03.01.05, University Income Recognition and Associated Cash-Handling Procedures.
- **Discover Texas State:** Dr. Dann Brown announced to the Council that Discover Texas State is now a separate event from Family Weekend and it has been planned as a more targeted event to the strategic goals and initiatives of the university. CAD will also be updated about specific events targeted for the Discover Texas State program.
- **Undergraduate and Graduate Admissions Report:** Dr. Michael Heintze provided the Council with an undergraduate admissions report and Dr. Andrea Golato provided the Council with a graduate admissions report.