

**Council of Academic Deans Meeting
September 11, 2012**

Summary and Action Items

- **Proposed T&P Calendar Change:** Discussion was held by the Council regarding changing the notification date where faculty are required to notify their Chairs/Directors of their intent to apply for tenure and promotion. It was decided that this date would be moved from September 17th of every year to June 1st of every year.

- **Texas State Institutional History:** Dr. Ron Brown asked the Council for their assistance in identifying Texas State historical resources that have been lost, scattered, not assessed, etc. in order to preserve them. Also, please contact Dr. Brown if anyone in the colleges might be appropriate subjects for oral interviews. Also, associate professors who chose not to go up to promotion to full professor will no longer be required to complete the tenure and promotion tracking form (Form 5).

- **Faculty Voter Definitions:** Dr. Cynthia Opheim distributed a handout explaining the definitions of “faculty voter” and personnel committee member.”

- **Cancer Prevention in the Classroom:** Dr. Lawrence Estaville and Dr. Gloria Martinez spoke to the council about ways to raise awareness about cancer and cancer prevention. They explained ways of integrating and incorporating these issues in the classroom.

Off Agenda

- **HB 2504:** Dr. Debbie Thorne distributed a handout showing the Deans which departments/schools still need updated syllabi on their website.

- **Round Rock Fall Speaker Series:** Dr. Bourgeois announced that the first Round Rock Speaker Series will be held on October 25, 2012 with Dr. Frank de la Teja presenting.