

**Administrative Council**  
**January 29, 2014**  
**President's Conference Room**

**Members Present**

S.K. Ballal	Ashley Humphrey	Elizabeth Propes
Ed Boucher	Mark Hutchins	Deborah Setliff
John Brooks	Glenn James	Sandi J. Smith
Helen Dainty	Regina Lee	Mark Stephens
Yun Ding	Malinda Lloyd (Sub: G. Chitiyo)	Claire Stinson
Kent Dollar	Charlie Macke	Holly Stretz
Judy Duvall	Ann Manginelli	Debbie Walker
Ismail Fidan	Jack Matson	Mark Wilson
Laura Graves	Joseph Ojo	Dana Winningham (Sub: E. Boucher)
Bobby Hodum	Philip Oldham	Jeff Young
Michael Hooper	Rodley Pineda	

**Members Absent**

Josh Aikens	Kim Hanna	Donna Russell
Jim Baier	Sharon Holderman	Bharat Soni
Marc Burnett	Jeff Plant	Clay Stubblefield
Jack Butler	Joseph Rencis	Daniel Tribble
Don Frazier	Bedelia Russell	

**Others Present**

Cesar Contreras	Kim Ochsenbein	Gay Shepherd
Chester Goad	Vanessa Perez	Katie Williams

**Summary of Proceedings:**

Approved agenda

Approved minutes of November 13, 2013, as distributed

Approved the Constitution for the TTU Society of Hispanic Professional Engineers student chapter

Received the revised "Greek Life" policy

Received the revised "Safety and Security Camera Acceptable Use Policy"

Received the revised "Services for Students with Disabilities" policy

Received the revised "Student Disciplinary Policies"

**Proceedings:**

A motion to approve the agenda of January 29, 2014, as distributed, was made by Dr. Setliff and seconded by Professor Lee. Motion APPROVED.

A motion to approve the minutes of November 13, 2013, was made by Professor Lee and seconded by Dr. Setliff. Motion APPROVED.

Professor Lee made a motion to approve the Constitution of the TTU Society of Hispanic Professional Engineers student chapter. Dr. Smith seconded the motion. The purpose of the organization is to promote enrollment and degree attainment of Hispanic students at TTU with emphasis on those pursuing STEM majors. The group also seeks to facilitate networking opportunities with industry professionals. In 2011, the former student chapters reached inactive status due to lack of student participation; however, there are currently 60 Hispanic students within the College of Engineering alone that the acting officers believe the organization could serve. Motion APPROVED.

Professor Lee moved for blanket approval of the four revised policies listed below. Mr. Macke seconded the motion.

“Greek Life” policy: Details the standards that social Greek organizations recognized by the Office of Greek Life are expected to maintain.

“Safety and Security Camera Acceptable Use Policy”: Formalizes the procedures for installation of surveillance equipment and the handling, viewing, retention, dissemination, and destruction of surveillance records. Regulates the use of camera systems used to observe and record public areas for the purpose of safety and security.

“Services for Students with Disabilities” policy: Ensures equal access to the academic and physical environments for qualifying students with disabilities as prescribed by the Americans with Disabilities Amendment Act of 2008, Section 504 of the Rehabilitation Act, and Section 508 Federal Accessibility Guidelines adopted by TBR, while maintaining confidentiality.

“Student Disciplinary Policies”: Intended to govern student conduct on TTU campuses and provide the University with the authority to enforce its own policies regardless of the status of external proceedings if a student’s violation of federal, state and local laws or ordinances adversely affects the institution’s pursuit of its educational objectives.

The motion was APPROVED by unanimous vote.

**Other Such Matters:**

Chairman Fidan announced the appointment of the Ad Hoc Nominating Committee for the 2014-2015 chairperson to include Dr. S.K. Ballal, Dr. Sandi Smith, and Mr. Mark Wilson. The nominating committee will present its recommendation to the Administrative Council at the April 9, 2014, meeting.

Dr. Ballal moved to adjourn. The meeting ADJOURNED at 3:55 p.m.

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Terri Taylor, Recorder

Documents on file with minutes:

- Constitution for the TTU Society of Hispanic Professional Engineers student chapter
- “Greek Life” policy
- “Safety and Security Camera Acceptable Use Policy”
- “Services for Students with Disabilities” policy
- “Student Disciplinary Policies”