



Texas Higher Education COORDINATING BOARD

DIVISION OF UNIVERSITIES AND HEALTH-RELATED INSTITUTIONS

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MEMORANDUM

TO: Presidents and Chancellors – Texas Public and Independent Higher Education Institutions and Systems; Presidents – Texas Degree Granting Proprietary Schools

FROM: Marshall A. Hill

DATE: October 19, 2001

SUBJECT: Information about Bacterial Meningitis

As you are aware, the 77th Texas Legislature (2001) recently required all public institutions of higher education in Texas to notify all new students about bacterial meningitis, starting January 1, 2002 (Chapter 51, Education Code, Section 51.9191; Chapter 38, Education Code, Section 38.0025, see attachment). You are also required to obtain confirmation from those students that they have received information about the disease. Although the statute requires that you provide this information to new students, we also strongly encourage you to ensure that all your students are informed about the disease.

The Coordinating Board was assigned the task of developing the informational materials you are to distribute. If you look at the Statutes, you will see that we — and you — have been given quite detailed instructions. (Note: Compliance by independent institutions is voluntary, but we strongly encourage you to ensure that your students are informed about this potentially deadly disease.)

To implement the law, in September 2001, we convened an advisory committee to recommend what students should be told about bacterial meningitis, and to develop the procedures that schools should use to ensure and confirm that students receive the information. Attached to this letter/message is the content that we have developed and the general procedures we will expect you to implement. Both the content and general procedures are also located on our web site at: www.theccb.state.tx.us/ ; www.theccb.state.tx.us/UHRI/meningitis/.

We suggest that each institution use multiple ways (e.g., postcard, handout, posters, letter, application forms — paper and electronic, student orientation, etc.) to communicate with new students (especially those living in dorms). You may print the information in various formats, but the content must remain “as is.”

Please send me, not later than December 15, 2001, a signed confirmation that your institution is distributing this material in a manner consistent with Statutes and the procedures we have developed. Any questions can be addressed to Roger Alford at Roger.Alford@theccb.state.tx.us or 512-427-6216. Thanks for your help in this important matter.

Attachments

c: Chief Academic Officers and Chief Instructional Officers