Faculty & Staff Meeting – Minutes
April 25, 2014
Room 160 Melcher Hall

Associate Dean Tom Noland called the meeting to order, welcoming and thanking everyone for coming.

1. **Agenda: (Slide 2)**
   - Approval of the Minutes of the last meeting, December 6, 2013
   - Staff Update and New Staff Introductions
   - Presentation from the Associate Vice Chancellor/Vice President for Research
   - Career Services update
   - Staff awards
   - Comments from Dean Ramchand
   - Undergraduate Curriculum Committee recommendations
   - Masters Curriculum Committee recommendations
   - PhD Curriculum Committee recommendations

2. **Motion to approve the minutes from last meeting: (Slide 3)**
The minutes for each meeting are posted on the Bauer website: [http://www.bauer.uh.edu](http://www.bauer.uh.edu) – Faculty/Staff-Faculty Resources-Faculty Meetings.
A motion was made to accept the minutes from the December meeting, the motion was seconded, and the minutes were approved.

3. **Staff Update and New Staff Introductions: (Sara Brown)(slides 5-6)**
The new staff members were welcomed:

   **Bauer Division of Technology**
   - Robert Molina, Microsystems Analyst 1

   **External Relations**
   - Dwayne Busby, Major Gifts Officer

   **Dean’s Office**
   - Elizabeth McLemore, Assessment Coordinator

   **Office of Communications**
Danielle Ponder, Media Relations representative 1

Undergraduate Business Programs
- Nora Bayly, Program Coordinator
- Michael Knight, Academic Advisor 2

Decision Sciences Institute
- Dana Evans, Program Director 2
- Madison Maddux, Office Assistant 2

4. Associate Vice Chancellor/Vice President for Research (slide 7)

Mary Ann Ottinger
713-743-9104
maottinger@uh.edu

- External funding sources
- Electronic Databases
- SPIN Program (will be posted on Portal)

5. Career Services Update-Troy Hopkins (slide 9), *and supplemental PPP

- New UHIRE website being launched
  http://www.bauer.uh.edu/career-center/uhire/

- Faculty/Staff Access
- “Real-Time” data from only the Bauer College of Business
- Contact Troy Hopkins to schedule demo:
  832-842-6131
tdhopkins@uh.edu

6. Staff Awards- Presented by Mary Gould

Staff Merit: ($500)
Mailin Ferreira
Troy Hopkins

Staff Excellence: ($1,000)
Christie Reeves
Colleen Davies

Dean’s Excellence Award: ($1,500)
Amanda Sebesta

7. Comments from Dean Ramchand
Thank you to Amanda Sebesta for creating communications media plan

**Dean’s Council Update:**
- Undergraduate enrollments are in decline
- Every college being asked to increase enrollments
- UH presence in the Valley
- University is still in “quiet phase” with regards to capital campaign-further announcements over summer

- Merit Review
- Budget hearings upcoming
- Strategic plan
- Grow our research and development
- Dean’s office evaluation results posted on faculty portal
- Report card-also on faculty portal for viewing
- Four new Masters programs will be rolled out in fall
- Introduced new development team
- Announced that we now have seven new board members who have all been very present and actively engaged

8. **Undergraduate Curriculum Committee Recommendations-Joaquin Diaz Saiz**
   See slide 12 for recommendations

   All Recommendations were approved

9. **Masters Curriculum Committee Recommendations – Dr. Leiser Silva**
   See slide 13 for link to recommendations

   All recommendations were approved

10. **PhD Curriculum Committee Recommendations-Dr. Vanessa Patrick**
    See slide 14 for link to recommendations

    All recommendations were approved

11. **Closing-Dr. Tom Noland**
    - Meeting adjourned