Welcome – David Benz, PASA President
Meeting called to order at 9:05 a.m.

Spotlighters – “Our First Freshman Class, One Semester In”
Dr. Yvette Bendeck, Associate Vice President, Enrollment Management, went over the details behind enrollment of our new fall 2014 freshman class. UHCL had an 86% undergraduate level growth fall 2014. 430 new undergraduate freshman were admitted and 234 were first time college students which came straight from high school. The enrollment goal was to admit 200. 79 of the new freshmen came from one of the surrounding schools. 16 of the new freshmen came from Clear Brook High School. The average SAT score was 1062. 21% of these new students graduated top 10% from their high school. The average GPA was 3.47. Full time enrollment is at 86% with an average of 13 SCHs. The distribution was BUS – 59 (25%), HSH – 72 (31%), SCE-88 (38%), SOE – 15 (6%).

Dr. Darlene Biggers, Associate Vice President, Student Services, explained the type of students we have admitted and what to expect from these new freshman at UHCL. They were born in 1996 and many have helicopter parents who worry about safety. They rely on social media. Their development entails: achieving competence, managing emotions, becoming autonomous, establishing identity, freeing impersonal relationships, clarifying purpose, and developing integrity. UHCL staff has observed: students think they have transitioned well, are often stressed, are interested in performing well, are not shy to ask for help, like to socialize with classmates, are very relational, are competent but insecure, and are unsure about their major. The students value diversity and volunteer for everything. They also want a variety of activities. By the end of the semester, they are very stressed and tired. An example was given that a first generation student wants to be here and doesn’t want to disappoint family and friends. Dr. Biggers suggested ways to help these students succeed, by acknowledging them, engaging on a personal level, and helping them understand how our institution functions. Finally, staff should be proactive in initiating questions because often the students don’t know how to explain what they need.

Recognition of New Employees
No new employees were present.

Trivia/Parking Raffle Entries
Kent Case and Tabitha Tipton collected trivia entries. David said the drawings would be made later in the meeting.

Approval of Minutes from Prior Meeting (October 2014)
David entered a motion to approve minutes. Carla Eaglin-Salter moved, Jamila Maxie second, minutes approved.

Old Business
Nothing was reported.

New Business
Special Election – A call for nominations for the position of Vice President/President Elect was emailed earlier this week. The deadline to submit nominations is December 1. Elections will begin December 2.

Parking Meeting – FMC addressed questions and concerns regarding parking. The police chief was present and answered questions that addressed historical details. An email with the notes from this meeting will be sent to the membership in the next few days. Questions should be directed then. All notes, questions, and concerns will be forwarded to the FSSC committee.
Committee Reports

PBC (Planning & Budgeting Committee) – Cindy Saltzman: committee met on November 12. Discussed the budget calendar (which is available on the budget website), optional fee request, and faculty summer pay as a future agenda item.

FSSC (Facilities & Support Services Committee) – Karen LaRey: Committee elected subcommittee chairs. The Patio Café and Bayou entrances will be retiled over the Christmas break. Parking lot light repairs in Arbor and Delta are completed. FSSC bylaws are being reviewed by task force. HSH created a document that addresses their parking needs and with possible solutions. This document will be presented to the parking department. Bike racks on campus will not be replaced, due to cost. FMC is investigating a solution to change the Delta soccer field light to LED lighting.

ULC (University Life Committee) – David Benz: ULC met on October 20. Discussed why the hand sanitizers were removed, where they were moved, and possibly moving them to a better location. Recycling efforts are underway. SGA will conduct a survey regarding child care on campus.

UC (University Council) – David Benz: The doctorate of Psychology was approved. Next step is to receive approval from the UH system. SGA approved a fee charge for a future REC center.

USSEC (University Systems Staff Executive Council) – David Benz: Has not met.

PDC (Professional Development Committee) – Bernie Streeter: Committee has provided three sessions since the beginning of the fiscal year and each session had 10-20 people in attendance. The next session is “Coping with difficult people” and is scheduled for February 17 at noon in the Forest Room.

Welcome and Outreach Committee – Jamal Smith: Committee recently met on November 6 and discussed possibly having team building exercises during PASA meetings. Also discussed the PASA holiday celebration. WOC will prepare a survey that will be distributed to PASA members regarding social gatherings outside of office hours.

Fundraising Committee – David Benz: Has not met and hopes to have fundraisers in the spring.

Treasurer’s Report – Carla Salter-Eaglin, PASA Treasurer
Cost center 2064: $1572.45
Cost center 2078: $878.44
Scholarship: $248.50

Drawings: Trivia/Door Prize/Parking Raffle
Jamila Maxie won the parking raffle and Andrew Reitberger won the trivia question.

Announcements
- Office of the President apologizes for the double booking of the holiday decorating even during the PASA meeting.
- The Farmer’s Market will be held in Atrium I today from 10-6 p.m.
- Toys for Tots email was sent November 20 encouraging staff to donate. See email for details
- Lighting of the Letters will be held on December 2. Everyone is encouraged to attend. Treats and pictures with Hunter will be provided.
- Office of New Student Orientation will be distributing care packages for students on December 2 from 3-5 p.m. A call was made for volunteers, who were asked to email the department.

Adjourn
Meeting adjourned at 9:57 a.m.