Welcome to UTMB and The School of Health Professions
We’d like to introduce ourselves.

How can we help your student?

Marlene Salas-Provance, PhD, MHA, CCC-SLP, FASHA
Associate Dean for Academic and Student Affairs

Darlene Bordelon
Administrative Coordinator

Michelle Conley
Student Recruiting & Events Coordinator

Mary Ellen Beaupre
SHP Student Life Coordinator

Vera Shoppe
Coordinator I

School of Health Professions – Office of Academic and Student Affairs
Office of the Dean

The Office of the Dean provides administrative direction for the School of Health Professions. In addition, the Office of the Dean assists all departmental support staff in the areas of accounting, travel, and personnel administration.

Over the years, as a part of this campus, our school has developed a reputation for helping the university focus on its five core values: education, innovation, service, community, and diversity.
What I do

**Recruitment & Marketing**
Marketing coordinator for the entire school in the creation of brochures, programs, marketing and recruitment materials, communications, website updates, and presentations as required for events as needed ensuring brand/identity standards and guidelines.

Work closely with designated faculty from each department to design plans that address their particular needs and target their intended audiences.

Establish and refine the school’s recruitment plan, documenting and reporting on target prospective students, tracking RFI’s and prioritizing programs.

Prepare statistical and informational reports for presentation to Dean’s office, Chairs and UT System.

Provide program information to potential students, current students and departmental faculty and staff by developing a comprehensive knowledge of the nature, functions and trends of the school’s programs. Coordinate and participate in student recruitment activities to include Open Houses, Transfer and Graduate Fairs.

**Academic and Student Affairs Support**
Serve as Co-chair and Secretary for the SHP Scholarship Committee and manage the SHP student scholarship award process and distribution.

Coordinate and participate in new student orientation events for both SHP and in collaboration with University Student Services.

**Special Events**
Coordination and logistical aspects of all special events working in conjunction with the Office of the Dean and the academic and administrative departments as necessary to include development functions, Advisory Council activities, Student Scholarship Luncheon, Commencement, SHP Causeway FunD Run/Walk, and other school-wide events.

Student recruitment and retention events include Open Houses, Career Fairs, New Student Orientation and other student related events.

**Alumni Affairs/Relations**
SHP Liaison to the Office of Alumni & Parent to assist in the development and implementation of programs designed to strengthen the alumni network and to foster the work of the Alumni Association, as well as organize alumni related activities for SHP. Provides updates to University Advancement Services for Raiser’s Edge, the institutional development database.

**Development**
Works with the Dean’s Office, Chairs and the Office of Department to identify key individuals for cultivation, stewardship, and recognition at special events and programs. Collaborate with the Office of Development to assist and support coordination of fundraising efforts such as annual fund campaigns to solicit alumni and friends for funds for student support and scholarships. Development Stewardship the SHP with regard to fundraising, acknowledgment letters, and preparation of appropriate reports such as gift transmittal receipts.
Marlene Salas-Provance, PhD, MHA, CCC-SLP, FASHA
Associate Dean for Academic and Student Affairs

What I do

Provide strategic management leadership to SHP department chairs and faculty for program accreditation/reaccreditation, external academic review, academic issues, faculty development and evaluation, curriculum development and review, legal matters, compliance with UT Regents Rules and institutional policies, student recruitment and admission, student handbooks, student support services, Texas Higher Education Coordinating Board, student background checks, student infractions and discipline, ADA accommodations compliance, Title IX compliance, student degree audits, departmental student policies

- Oversight for student grievances
- Oversight for SHP Curriculum Committee
- Oversight for SHP Commencement
- Oversight for SHP Orientation
- Oversight for tuition and fee changes
- Review and approve academic forms
- Prepare reports for UTMB and UT System leadership, the Texas Coordinating Board, SACS, and other state and federal agencies

School of Health Professions – Office of Academic and Student Affairs
The staff of the Office of Academic and Student Affairs (ASA) strives to provide students with the support necessary to accomplish their academic and personal goals. This office is involved in the total academic experience of students, from orientation through commencement.

**Other Services Our Office Provides:**
- Maintain clinical affiliation contracts
- Coordination of student background checks
- Compilation and management of commencement programs
- Compilation and management of SHP bulletin
- Maintain school academic calendars
- Coordination of Emergency Management
- Student Grievances
- Coordination of course scheduling
- Coordination and compilation of school book orders
- Coordination of SHP grades
- Liaison between SHP and Academic Resources, Bookstore, Library, & Enrollment Services
- Approval of access to student portals such as Campus Solutions, MyStar & MyUTMB
- Review student audits for clearing of graduates/completers
- Coordination and management of SHP organizations
- Tutoring
Incoming Fall Class Numbers (approx)

Respiratory Care - 27
Clinical Laboratory Sciences – 50 +/-
Occupational Therapy - 60
Physical Therapy - 54
Nutrition & Metabolism - 17

Physician Assistant Studies – 90
(started in July)

Student Enrollment
Incoming-266
Total SHP Enrollment
647
What did we get ourselves into?

AMAZING PROGRAMS FOR YOUR STUDENTS
Why UTMB

From Day 1....

We are committed to your student’s success!
Crime Prevention Programs
- Safety Watch Program
- Operation ID
- Electronic Alarm Systems
- Architectural Designs
- Security Surveys
- Crime Prevention Publicity

Rape Aggression Defense
RAD is a 12-hour basic self defense class designed for women. The Rape Aggression Defense classes are endorsed by the International Association of Campus Law Enforcement.
  http://www.rad-systems.com/

Safety Watch
(409) 772-2691 or ask any officer
- Dusk to Dawn Hours Only
- Service Area:
  East of 14th Street
  North of Broadway
  The safety watch officer will take you to your home or car, or pick you up from your home or car within the service area and bring you to UTMB.

Motorist Assistance
- Battery Jumps
- Vehicle Unlocks
- Air for a Low Tire
About Campus Carry at UTMB

State’s “Campus Carry” law signed in 2015; effective at all Texas public institutions of higher education Aug. 1, 2016

• Allows individuals with state license to carry a handgun to carry concealed in accord with local institutional policies

• All UT System institutions submitted plans for their facilities to Chancellor William McRaven

• Plans were approved by UT System Board of Regents in July 2016

• UTMB’s plan developed by multidisciplinary Campus Carry Committee, with input from all areas of the institution

• Established criteria for excluding facilities from Campus Carry; assigned status to each facility

• School of Health Professions Building excluded from Campus Carry

• Plan, status of all UTMB facilities, FAQs available at www.utmb.edu/campus-carry

The School of Health Professions building is considered exempt under the proviso of providing Health Care Simulation.

Important Principals

State license Campus Carry is limited to individuals with a concealed handgun license

Secure Handguns must be concealed and closely-controlled in a holster or trigger-locked condition

Storage Handguns on campus may be stored only in a private vehicle or in campus housing

Signage Look for signs at entrances of buildings where handguns are prohibited

Safety Report individuals with handguns displayed openly or acting in a threatening manner to Campus Police at 911 or (409) 772-1111
"Reverse 911" System
UTMB Alerts is UTMB’s Emergency Notification System. In a campus emergency, UTMB will use several information delivery methods because, at any given time, one form of communications might be better to reach you than another. UTMB delivers emergency notifications using some or all of the following channels:

- UTMB Alerts telephone and text messages
- The UTMB Alert Site webpage (www.utmb.edu/alert)
- The iUTMB homepage (www.utmb.edu/iutmb)
- Global broadcast e-mails to all UTMB email accounts
- UTMB Institutional Facebook and Twitter postings

We strongly recommend entering your mobile contact information (SMS, text, cell phone, etc.) into your UTMB Alerts contact information, via the Online Directory. This will ensure you get emergency messages quickly on a device you have with you (nearly) always.

For more information about using the UTMB Directory and how to update the directory and UTMB Alerts, refer to the UTMB Directory How-To Guide.

If you have questions about UTMB Alerts, email utmb.alerts@utmb.edu.

Call the UTMB hotline at (409) 77-ALERT (772-5378) or toll free at (888) 772-5449

Should the UTMB web server go down, a second server is in place as a backup and will be available via UTMB’s normal URL: http://www.utmb.edu. Additionally, an informational site will be activated at http://utmbinfo.com.

Monitor local television and radio stations including KPRC/950 AM, KTRH/740 AM and KIKK/96 FM in Houston.
Clinical Experiences

CLINICAL LABORATORY SCIENCES
PRECEPTORSHIP & HONORS PRECEPTORSHIP
While the department does not promise students a specific site, they accept requests for up to three sites. If a student cannot commit to a preceptorship, he/she may opt to postpone it but that may affect his/her graduation date. CLS schedules four, four-week preceptorships duration the summer of the Junior year and at specific time frames in the Fall, Spring and Summer of the Senior year. A student may elect to take an additional two-week Special/Research Preceptorship to enhance and enrich their clinical experience and/or pursue special interests or skills. Please see http://shp.utmb.edu/cls/precep.asp.

OCCUPATIONAL THERAPY
LEVEL II FIELDWORK
The department attempts to schedule its six-month clinical experiences near students’ homes or where they may have housing arrangements. The very few clinical sites that provide free housing, typically in rural areas, are on first come first serve bases. Students receive more detailed information on Level II fieldwork during the OT Department Orientation. The new OT curriculum begins with four consecutive semesters of academic course work, one semester shorter than most programs, followed by six months of clinical rotations. This efficient plan is the shortest OT program in Texas and saves money compared to other options.
PHYSICAL THERAPY
CLINICAL EDUCATION
Students complete four clinical experiences and report spending an average of $1200 per rotation. Some spend less, others more. Students likely will not be able to complete all of their clinical experiences in one geographical area. Housing and stipends, while available, are offered by a few facilities. Some students find some areas to be more expensive than others.

PHYSICIAN ASSISTANT STUDIES
ROTATIONS
Clinical rotations begin in late June following completion of didactic courses. Well in advance of beginning rotations, students complete a survey to determine where they have available housing, one consideration in developing the clinical rotation schedule. Feedback from past and current clinical students regarding schedules has been very positive.
RESPIRATORY CARE
CLINICAL ROTATIONS and INTERSHIP
The Department of Respiratory Care utilizes UTMB Hospitals and the Texas Medical Center (TMC) in Houston as primary clinical affiliates. UTMB comprises about 40% of their clinical rotations and includes John Sealy Hospital, Shriner’s Burns Institute, St. Vincent’s Clinic and the Texas Department of Clinical Justice Hospital. Texas Medical Center institutions include Methodist Hospital System, Memorial Hermann Hospital System, Texas Children’s Hospital, M.D. Anderson Hospital and the other participating facilities. The Department rotates students through multiple affiliates to achieve a comprehensive clinical experience. Costs include uniforms and equipment such as stethoscopes needed in the clinical setting. The majority of students live within driving distance of the two medical centers. Fuel and parking make up the greater portion of costs.
NUTRITION & METABOLISM
DIETETIC INTERSHIP

Dietetic Internship Rotation sites include clinical I (general clinical), clinical II (specialized clinical experiences, such as bariatrics, pediatrics, transplant, renal, and diabetes), staff relief, hospital foodservice, school foodservice, extended care, community, and research. The Department of Nutrition & Metabolism utilizes UTMB Hospitals and facilities as primary affiliates, however some students are required to travel to other locations within Galveston and Houston Counties. The Department does their best to accommodate both the interests and location of students. The breadth of experiences ensures that each student is prepared for entry-level jobs as Registered Dietitians who will embrace values of compassion, integrity and respect.

Costs include fuel, professional attire, lab coats, and web-based resources needed in the clinical setting.
Keep the goal in mind ~ Graduation!

Student Life Cycle

Stage 1: Acceptance
Stage 2: Doubt creeps in
Stage 3: Clinical
Stage 4: Clinical
Stage 5: Is it over yet?
Stage 6: I made it!
What we (they) need from you

Encourage them to be GREAT!

Get organized; make a plan
Read, understand, and apply
Eat and sleep for success
Ask for help when needed
Take time to restore
Show them you believe in them!
Questions???