**Reminders**

- Mar. 17-20: Interviewing Institute Workshop, UH Center for Executive Development.
- Mar. 19: 3:00 p.m. Faculty meeting, 135 Heyne.
- Mar. 24: Performance appraisals for all regular staff are due to Mani Kuffel.
- Mar. 24-29: Spring holidays. Dept. will be closed Mar. 28.
- Apr. 2: Last day to drop a course or withdraw from classes.
- Apr. 4: Deadline for submissions to the Committee for the Protection of Human Subjects.
- April 18-20: Frontier Fiesta Days.
- Apr. 21: Summer and fall registration begins.
- April 23: Thesis and dissertation due in Dean’s office.

**For Your Information**

- **Staff Merit and Market Pay Update**
  Human Resources has made a recommendation regarding the merit pool for staff employees. It is thought that the pool is in the 3-4% range. The compensation section of Human Resources has also recently completed its annual market analysis of staff pay grades. Recommendations for changes to the mid-point and other quartiles will be made. This could effect employees paid at the lower end of the pay scales (this is a Good Thing as Martha Steward would say).

- **American Express Corporate Cards**
  There are still a number of faculty, research faculty, and project staff who do not yet have an American Express Corporate Card. If you travel on university funds, or routinely purchase items for reimbursement by the university, please consider acquiring the Card. Use of the AmEx Corporate Card can help in expediting travel arrangements, reimbursements, and ensuring the lowest rates. Applications are available from Caroline Watkins.

- **Annual Staff Performance Appraisals**
  Just a reminder that all supervisors should be meeting with their benefits eligible staff to review position descriptions and provide job performance appraisals. Complete appraisals should be returned to Mani Kuffel by March 24.

- **New Roof for Heyne—Noise and Smell for Residents**
  Contractors will be re-roofing the Heyne Building March 14 through April 25 (maybe longer). The tentative schedule is as follows:
  - March 14: Contractors bring in supplies and equipment
  - March 17-21: Asbestos abatement
  - March 24-April 4: Removal of existing roof
  - April 5-25: Re-roof
  Most work will be conducted between 6 am and noon. Count on some noise and smell. Supervisors have the option to adjust their employees work schedules during this period of time if the smell and noise become too disruptive. Please contact Montisha Hines in the Dean’s office at 3-4000 with any problems (i.e., leaking, air quality, safety issues). She will convey your concerns to the project manager immediately.

- **Cougar Byte - Authorized Service Repair Center**
  Cougar Byte is now an authorized service repair center for Macs PCs and printers. They have taken over this operation from the Microcomputer Center.

- **Extended Operating Hours at SFS**
  Operating hours at the Student Financial Services cashier’s counter have been extended as follows:
  - Monday & Tuesday - 8:00 am to 7:00 pm

Wednesday - Friday - 8:00 am to 5:00 pm. Department deposits are accepted at the cashier counter Monday through Friday, 8:00 am to 5:00 pm.

Video Coin Copier
A coin copier has been placed near the department’s academic advising office and is available for use seven days a week, 24 hours a day. The cost per copy is 10 cents. Problems with the copier should be reported to Coin Copiers of Houston. Their number is located above the copier.

Video Computer Training Offered By ITCS
Information Technology Customer Services (ITCS) is offering training classes during March and April in Windows 95, Microsoft Excel, and Web Development. These are all introductory courses aimed at covering the basics. For more information on dates, times, and course content, call ITCS at 3-1411 or send e-mail to: Courses@support.uh.edu.

Video March of Dimes WalkAmerica
The university has been chosen this year to host Houston’s WalkAmerica fun run, benefiting the March of Dimes on Sunday, April 13. President and Mrs. Smith will participate in the event. If you are interested in participating or setting up a walking team, please contact Gayle Mongan, Constituent Events at 3-8161.

Video College Web Site
Patrick Gallagher has been working on developing a new web site for the college. In addition to providing department specific information, the web site will also include issues of the college’s newsletter Social Circuit, scholarship information, press releases, and links to other campus home pages. The college welcomes your input and ideas for items to include on the site. Contact Patrick at gallagher@uh.edu with your suggestions by mid April. The temporary web page is located at: http://firenza.uh.edu.

Video SW Bell Directories
Southwestern Bell business and residence directories will be delivered to departments soon. Please contact Nicole Bui if you would like new copies.

Video FMLA MAPP Revised
The UH MAPP pertaining to the Family and Medical Leave Act (FMLA) is being revised meet federal guidelines. The provisions are lengthy. The revised MAPP will be distributed to appropriate group areas and supervisors.

Volunteers Needed
Volunteers are needed to aid the academic advisors with graduation on May 17, 1997 at 6:30 pm. Please contact Tricia Spinks (tspinks@uh.edu).

Video New Requirements For Graduate Students
If you want to take special problems courses during the summer or fall semesters, you must get your general petitions approved by your faculty advisor prior to registration. This is a new procedure that the Education Committee created in order to track the maximum hours of special problem courses.

Video Thesis and Dissertation Proposals Due
Thesis and dissertation proposals are due in the college of for binding on April 23rd. All forms are available in the academic advising office.

Video Psyc. Acad. Ofc. Offers New Presentations
The academic advising office presented two new presentations last week to students and colleagues on campus. The 1st presentation directed at undergraduate students was entitled “How to Get Into Graduate School”. The 2nd presentation was for the College of Education and it described the Psychology graduate application process. If you have any suggestions or would like to volunteer for any future projects, please contact Tricia, Tron, or Heather.

What’s New In Research
Dr. Dale Johnson has been appointed to the National Mental Health Advisory Council by NIMH director Steven Hyman and serves on two committees--prevention and communications.

Dr. Joe Carbonari has been asked by the National Institute on Alcohol Abuse and Alcoholism (NIAAA) to present at the March 19-20, 1997 “Technical Assistance Workshop for Treatment Research” as an expert in the field of design and analysis issues. As promising new researchers, NIAAA has also invited Mary Velasquez and Kirk von Sternberg to participate in the meetings.

Update on Proposals Submissions
Our research faculty have done a stellar job of submitting proposals this last RFP go-around. Over the past 2.5 months, 6 research proposals were submitted. Funding periods ranged from 2 to 5 years and the total funding requested was in excess of $3.7 million.

PUBLICATIONS, POSTERS, PRESENTATIONS, ETC.
● Acitelli, L. Thinking and talking about relationships in life and research. Colloquium given to the Department of Psychology at the University of Texas - Arlington, TX, March 7, 1997.

PRSC News

Seminars and Presentations
4/9/97 - Presentation related to managed care by Dr. Lynn Rehm.
4/23/97 - Professional development through case presentations.

Clinical Faculty Candidate Interview Schedules

Brooke H. O'Brian, Ph.D Interests: Childhood Anxiety. Colloquium - Rm. 135 Heyne on 3/13/97 at 3:30 p.m. Reception - Rm. 131 Heyne on 3/13/97 at 5:00 p.m.

Bruce Chorpita Interest Area: Childhood Anxiety. Colloquium - Rm. 135 Heyne on 3/13/97 at 3:30 p.m. Reception - Rm. 131 Heyne on 3/13/97 at 5:00 p.m.

Martha Tompson, Ph.D. Interest Area: Severe psychopathology in children & adults, family factors & developmental psychopathology. Colloquium - Rm. 135 Heyne on 3/20/97 at 3:30 p.m. Reception - Rm. 131 Heyne on 3/20/97 at 5:00 p.m.

Julia Babcock, Ph.D. Interest Area: Marital discord and family violence. Colloquium - Rm. 135 Heyne on 4/3/97 at 3:30 p.m. Reception - Rm. 131 Heyne on 4/3/97 at 5:00 p.m.

Bytes from Tech Support

There is a virus named “Concept” on the loose. It affects Word documents and causes no loss of data.
but saves working files as document templates and spread itself through the macros. People need to make sure they are Using the Normal.DOT file on JAMES in the Apps\Winword32 directory. This file is fixed and protected. For more information on protecting files on home computers, users can check \JAMES\Library\WordVirusProtectionTool\00 - Psych.README.TXT. The following is a list of User Id’s for the people who have infected files on JAMES in the Users’ directories: adawgert, ajames, aromero, astotts, bmanke, ddement, dfroot, dwiatrek, janderson, jbridges, jcarbonari, jmauldin, jraniseski, jwilson, kcejogu, kirkvs, kjames, lcspiller, mdduckworth, mjones, mmramsden, mturk, mvelasquez, ndasilva, pcurtin, pdaza, rcaddy, rcolon, revans, rgomez, rwineburgh, scarvajal, sclair, sfleury. Users may send mail to: Service@FISHER.PSYCH.UH.EDU for a list of known infected files associated with their Id. Users need be aware that an automatic repair will take place Thurs., Apr. 3. Due to the number of files infected, data integrity will not be guaranteed and files will not be viewed on an individual basis.

Coffee Break

Congratulations and best wishes to Jonathan Gratch, son of Dr. Gerald Gratch who was married in Los Angelas, CA on March 15.

On March 19, Gwen Moore, Program Coordinator for the Clinic, celebrates her 50th birthday. A celebration marking this milestone event will be held on Wednesday, March 19 in room 135 Heyne at 11:00 am. Please share some cake with us as we wish Gwen a happy birthday.

Heather Kinnaird celebrates a birthday on March 29. Our wishes for happy and healthy year.

Flowers By George

Q: Is March 1st really the spring planting date for the Houston area? Doesn’t it sometimes freeze in late March?
A: You’re right! Every few years a real freeze seems to occur toward the end of March. That’s why plumeria and other tropicals should never be planted in the ground until April 1st. However, this is an ideal time for starting seeds in the ground, where they can be left to grow. Seeds that are ‘in place’ from sprouting on usually produce healthier and hardier plants. All seeds require soil that is at least slightly loosened in order to make good soil contact and sprout. Scatter the seeds in the loosened soil, then rake over the area lightly first in one direction and then the other. For zinnias and marigolds, the soil needs to be loose to a depth of at least one inch. Once the seed is in the ground, WALK on it! Then water well with a spray in order to avoid disturbing the seed.

Q: I am becoming more and more concerned about all the poisons being poured into our ecosystem through use of chemicals in gardening, and have vowed never to touch the stuff again. But how do I get rid of those horrible slugs and snails that eat everything in sight.
A: Good for you! I have been “hard core” organic for 9 years, and I find that gardening is easier, cheaper and more rewarding this way. Not to mention safer! Concerning those slugs and snails: do not despair. Instead, throw a beer bust for the critters. This is an old fashioned remedy that really works. Use the cheapest beer you can get. Stale is fine. Sink shallow receptacles, such as pie plates, in the ground. Or simply place them at ground level and scoop dirt and leave up against the sides to make access easy for the slimy crawlers. Fill half way with beer at dusk. Then return in the morning to be amazed at the drunk and drowned nibblers. Georgina Floyd is a post baccalaureate student in psychology and our resident flower expert. Her gardens are the envy of many of us. Please direct your flower questions to Flowers By George via Mani Kuffel.