Computer Science. Dr. Hu reported that Dr. Sun had an article published in the IEEE journal. He related to the council that two graduate students have been offered employment, at Acxiom and the Arkansas Department of Health.

Math. Dr. Garimella explained that Math and Computer Science would be conducting a joint seminar. He also reported that the proposal for a graduate degree in Applied Math in underway.

Chemistry. Dr. Taylor talked about a representative from UACCM visiting to discuss courses transferring.

Before the meeting adjourned Dr. Buchanan gave each chair a list of part time faculty. He asked that the highest degree, and awarding institution, be listed for ADHE. The forms should be returned as soon as possible to Jean Kearns in the Dean's office.

A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held on Monday, November 21, 2005. All chairs were present except Dr. Runge. Dr. Ken Freiley represented the Biology Department.

Web posting of national opportunities. Dr. Buchanan handed out copies of the web page listing various national scholarships for both graduate and undergraduate students. He asked the chairs to please encourage students to apply for appropriate scholarships. Dr. Addison added that there were Goldwater Scholarship proposals available for interested students to peruse.

Science Fair Leadership. Dr. Hamilton reported that within a two year span of time Dr. Mike Rapp would likely be giving up the leadership position of the Science Fair, and opened discussion for names of a possible replacement. Chairs were asked to consider and identify a pool of possibilities. It was unanimously agreed upon that the College must make every effort to keep the State Science Fair at UCA.

Newsletter & Friends List. Dr. Hamilton thanked the chairs for their input in compiling the newsletter. He reported that the newsletter should be out in about a week and will be mailed to 1800 alumni. The chairs were asked to think of names developed by the departments to be added to the friends list. Jean Kearns will be emailing a list of current names to the chairs. Dr. Hamilton reiterated the importance of the newsletter in raising the college's visibility.

Fund raising status. Dr. Hamilton summarized recent efforts to raise funds for a new building.

Fate of written course evaluation comments. The disposal of the written course evaluation documents was discussed. Dr. Buchanan suggested that the written comments be kept for eighteen months An email will go out to this effect.

Web Page: Information for student researches. Dr. Hamilton discussed how the College web pages related to student research can be more easily kept updated. Chairs agreed to develop pages on departmental web sites that would list expectations of different faculty, and that the College page would just link to those pages.

Record keeping for academic searches. The procedure for record keeping for academic searches was discussed at length. If the applicant is a US citizen the records must be kept for three years. If the applicant is not a US citizen, records must be retained for five years. After the time stipulation has elapsed the applications can be shredded. Department chairs should keep other records related to the search (AA1, ad copy, etc.) for at least 3 years.

At this time Dr. Buchanan discussed the budget meeting that he and Dr. Hamilton had with Dr. Esteban, Mr. Paul McLendon and Terri Canino. Dr. Buchanan thought that progress was made toward their three goals: 1. Convincing the budget office that confiscating surplus lab fees to make up a deficit is not a good policy to pursue, 2. Getting some of the money returned, 3. Allow the college to meet our needs.

Computer Science. Dr. Hu reported that the department will celebrate their first masters degree graduate December 9ⁿ. He also discussed the department's ongoing search.

Math. Dr. Garimella discussed the number of applicants for the department's open positions. He reported that the undergraduate review has taken place and he is anticipating the final report.

Chemistry. Dr. Taylor reported that the Chemistry department has received 30 applications for the Computational position and twenty applications for the Biochemistry position. They have filled one temporary position and will be interviewing for a second one next week. Jody May gave a seminar about graduate school.

Physics. Dr. Addison reported that 3 Physics Chalk Talk students had papers accepted at IEEE Southwest Systems Theory Symposium to be presented in March.

Dr.. Hamilton discussed spending the expendable balance (about \$5,000 per year) in the T. J. Burgess Fund. A committee was formed to discuss the fund, and the initial decision is to have a \$2,500 Burgess A ward for student research, and a Burgess Lecturer visit (costing about \$2,500) each year. A flyer announcing the T. J. Burgess Student Research A ward was handed out. Dr. Hamilton asked the chairs to distribute these to interested students.