

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – February 11, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, February 11, 2008. All Chairs were present.

1. Dean Seidman encouraged the chairs to submit nominations for the faculty awards.
2. Dean Seidman asked the chairs to review the summer session projections and report any problems.
3. Dr. Frederickson requested that the chairs correct and/or change their marketing points and return them to him by the end of the week.
4. Dr. Frederickson opened the discussion about advising training issues. It was suggested that Berdie Eubank, director of the advising center, conduct a workshop for new CNSM faculty. It was also recommended that Tony Sitz, UCA registrar, meet to discuss problems with advising. Dr. Frederickson stated that CAPP should resolve many of the problems.
5. Dean Seidman reported that 118 graduate students is our goal for Fall '08.
6. Dean Seidman brought up the subject of having classes during X-period. The consensus was not favorable.
7. Dean Seidman announced that \$1.7 million in pledges and cash have been received to date for the Capital campaign.
8. Dr. Frederickson reminded the chairs that he needs two weeks notice to order the MFAT.

#### Chairs Reports:

##### Biology:

Dr. Runge reported on the two job searches going on in Biology. The two candidates for the applied ecology position will be on campus at the end of the month. The two candidates for the neuroscience position will be on campus the first half of March. Dr. Runge and Jayme Stone had recently discussed turning Minton Hall into the Science and Mathematics Residential College.

##### Mathematics:

Dr. Garimella announced that math and physics major Luis Suazo, advised by Dr. Arrigo, received a \$100.00 cash award for his poster, "First Order Compatibility for a (2=1) Dimension Diffusion Emulation" in the MAA undergraduate Poster session at the joint meetings of AMS/MAA held in San Diego during the second week of January 2008.

##### Physics:

Dr. Addison reported that the Physics department has received 60 applications for the position vacated by Dr. Frederickson.

##### Computer Science:

Dr. Hu reported that Computer Science has received the draft statement for ABET/CAC accreditation review and is working on the responses.

Chemistry:

As chair of the General Education Task Force, Dr. Taylor requested that Carol Daves send copies of the external review report to the Deans. This will be done to prepare the colleges for the questionnaire. Three external reviewers put together the report.

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – February 25, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, February 25, 2008. All Chairs were present.

1. Dean Seidman discussed rescheduling X-period.
2. In response to the above topic Dean Seidman questioned the chairs about the advisability of moving X-period to the end of the day. Drs. Addison, Runge and Taylor stated that it would wreck havoc with labs.
3. Dean Seidman posed the question of putting the annual review on line. The unanimous response from the chairs was positive.
4. Earlier in the week Dr. Taylor had suggested to Dean Seidman the possibility of a faculty research day to promote interest in CNSM. There was a lengthy discussion about ways to educate the administration, the campus and the community as a whole. Dr. Frederickson recommended that the college prepare a press release for Warwick Sabin.
5. The newly drafted Search Procedures was briefly discussed. A copy was sent to all the departmental secretaries. It was noted in the meeting that the Equal Employment Review form must be signed by the EE/AA Officer and returned to the department before an offer is made. A copy of the EERF was distributed to the chairs, along with a copy of an email from Jack Gillean outlining the procedure. It was also noted that a draft of a letter to the candidate outlining the terms of the appointment must be submitted to the Provost for approval via the Dean's office.
6. Dean Seidman read a couple of paragraphs of interest from the Faculty Handbook.
7. Dr. Frederickson asked for more recent photographs for the college website. He also reminded the chairs that Vicky needed the evaluation schedules back. Vicky checked with Dr. Jonathan Glenn and was told that a class with five or less is evaluated. Dr. Frederickson pointed out that March 3<sup>rd</sup> is the deadline for University Outstanding Student applications.
8. Dean Seidman passed on that the President's office is asking for ideas for capital expenditures. He gave three examples, new science building, new roof for Lewis and a new Scanning Electron Microscope. The Dean asked that the chairs give him their suggestions by this Thursday.

#### Chairs Reports:

##### Biology:

Dr. Runge reported on searches being conducted for the Applied Ecology and Neuroscience positions. Drs. Reid and Ginny Adams recently took nine students to the Arkansas Fishery Society Meeting in Tunica, Mississippi. Seven UCA students presented and one student won Best Undergraduate Presentation award. Dr. Runge gave a talk the AAAS convention in Boston and will be written up in Science Magazine.

Computer Science:

Dr. Hu reported that five people have been identified to interview for the Computer Science positions.

Math:

Dr Garimella reported that the vacant Statistics position will be filled by Dr. Pat Carmack.

Chemistry:

Dr. Taylor reported that UCA undergraduate student, Amanda McMillian, was one of three students awarded the 2008 I.M. Kolthoff Award. She will present a poster at the 235<sup>th</sup> ACS National Meeting & Exposition in April 2008. Drs. Kelley and Bridges have manuscripts accepted for the ACS Biochemistry journal.

Physics:

Dr. Addison reported that last week Dr. Mehta took six students to the University of North Texas to do experiments in the accelerators facility.

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – March 10, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, March 10, 2008. All Chairs were present.

1. Dean Seidman opened the meeting with a discussion about the library budget. He urged chairs to utilize their department's library funds.
2. Dean Seidman asked the chairs to consider an appropriate amount to trigger donor's thank you letters.
3. Pulling bits and pieces out of the annual review to create a college press release for Warwick Sabin was approved by all present.
4. Dr. Taylor, chair of the general education task force, handed out the survey prepared by the taskforce. He asked the chairs to read it carefully and consider if the composition is appropriate. He urged the chairs to pass it on to their faculty, with the instructions it should be returned by March 21<sup>st</sup>.
5. Dr. Runge opened a discussion about CNSM tailgating. It was agreed that the Biology and Math departments would have a party together and invite alumni.
6. Dr. Frederickson the numbers for the MFAT.
7. Dean Seidman brought up the subject of the college advisory board meeting. The meeting will take place immediately following the poster symposium, April 18<sup>th</sup>. It was agreed that one faculty member from each department will make a presentation. A reception at Buffalo Hall will follow the meeting.

#### Chairs Reports:

##### Biology:

Dr. Runge passed out guidelines regarding graduate faculty status, discussion followed. He announced that an offer has been made for the Applied Ecology position and that the interviews for the Neuroscience position is moving forward.

##### Math:

Dr. Garimella announced that the Regional Mathematics contest was held on the UCA campus Saturday, March 8<sup>th</sup>. Due to inclement weather the turn out was smaller than expected but it was still considered a success.

##### Computer Science:

Dr. Hu reported that Computer Science Department is sponsoring the Seventh Annual Axiom Conference on Applied Research in Information Technology. It will take place this Friday, March 14 at UCA Brewer-Hegeman Conference Center. The Director of MIT Information Quality (MITIQ) Program, Professor Richard Wang, at the Massachusetts Institute of Technology, is going to give a keynote speech. The ALAR 2008 Conference is held concurrently with the Axiom Student Programming Contest.

##### Chemistry:

Passed.

##### Physics:

Dr. Addison reported two candidates have been selected to interview for the vacant Physics position.

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – April 21, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, April 21, 2008. All Chairs were present.

1. Dean Seidman asked for feedback about the 14<sup>th</sup> Annual Student Research Symposium held April 18<sup>th</sup>. The response was very positive and it was agreed that the symposium was a great success. Discussion followed about setting an earlier deadline for poster printing. Better publicity was also discussed. Changing the venue was briefly discussed.
2. The Dean also asked for feedback concerning the 2<sup>nd</sup> College Advisory Board Meeting, which was held following the Research Symposium. It was agreed that the meeting was well received.
3. The University budget was discussed.
4. The chairs were reminded that commencement for CNSM will be held at 10:00 a.. Saturday, May 3<sup>rd</sup>. Each department should email either Dr. Frederickson or Jima the number of faculty that will be walking by Friday, April 25<sup>th</sup>. It was decided that Dr. Taylor will lead the undergraduate line. Dr. Frederickson will lead the graduate line

#### Suggestions and Coments:

Dr. Addison recommended that using faculty speakers for a recruitment day should be considered. Dean Seidman felt that this idea should be pursued.

#### Chairs Reports:

##### Chemistry:

Dr. Taylor reported that Dr. Micah Abrams took thirteen students to the American Chemical Society Conference in New Orleans earlier this month. All thirteen students presented posters.

##### Math:

Dr. Garimella reported that Luis Suazo won the 2008 O.L. Hughes award, for the Outstanding Senior Math Major, Rebecca Nichols won the Dorothy Long award,for Outstanding Junior Female Math Major and David Watts won the 2008 Outstanding Graduate Teaching Assistant Award in math. All the awards were presented at the Honors Convocation April 20<sup>th</sup>. Dr. Garimella also announced that the first cohort of masters' students in Applied Mathematics will graduate May 3<sup>rd</sup> at the spring commencement ceremony.

##### Computer Science:

Dr. Hu announced that one of the Computer Science positions has been filled by Dr. Bernard Chen. The other two searches are ongoing. One candidate will be on campus Monday, April 28<sup>th</sup>. Dr. Hu also announced that his book, Knowledge Processing with Interval and Soft Computing, published by Springer, will be available in 2009.

Physics:

Dr. Addison reported that Dr. Slaton took student Holly Smith to the regional meeting of the Acoustical Society of America in Memphis.

Biology:

Dr. Runge proudly announced that Dr. Barbara Clancy was awarded the Research Scholarship and Creative Activity award at the Service Awards ceremony April 17<sup>th</sup>. Dr. Runge also reported that he took students to the American Association of Cancer Research in San Diego April 12<sup>th</sup> – 16<sup>th</sup>. Drs. Ginny and Reid Adams took six students to the Southwestern Naturalist meeting in Memphis April 10<sup>th</sup> – 12<sup>th</sup>.

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – September 15, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, September 15, 2008. All Chairs were present.

1. Mid-tenure review dates were discussed and the following dates were adopted:  
November 1 due to committee  
November 15 due to chair  
December 15 due to Dean
2. Departmental budgets were discussed. Dr. Frederickson recapped his and Dr. Addison's meeting with Provost Grahm concerning budget issues. Dr. Frederickson asked the chairs to prepare budgets for future needs and wants to present to Dr. Grahm.
3. Dr. Frederickson reported on his meeting with the Provost concerning general education. A lengthy discussion followed.
4. Dr. Seidman briefly discussed the Dean's Evaluation form.
5. Dean Seidman brought up the possibility of having the next Advisory Board meeting in conjunction with Chalk Talk. After closer examination this was decided against. Although a definite date was not decided on, it was agreed that the meeting will be toward the end of the semester.
6. Dean Seidman brought up that Pulaski Technical College is sponsoring a Majors Fair November 11<sup>th</sup> and 12<sup>th</sup>. It was decided that Dr. Frederickson will attend.
7. The chairs were asked to prepare their capital funds request lists and turn in to Dr. Frederickson by the end of this week.

#### Chairs Reports:

##### Math:

Dr. R. Garimella reported that the College Research Committee has selected student Taylor Erwin's poster for presentation at the ASTA Conference in early October. The Math department has awarded a record number of 20 graduate teaching assistantships for this academic year. Drs. Danny Arrigo and Weijiu Lui have been accepted to present at a differential equations conference in Little Rock during the third week of October. And finally, Dr. Garimella reported that tailgating under the leadership of Dr. George Bratton is going very well!

##### Computer Science:

Dr. Hu proudly announced that the Computer Science department has received official accreditation from ABET CAS. Provost Grahm participated in the Computer Science departmental meeting in September. The Computer Science student club met during the second week of September. Dr. Vamsi Parachuri is serving as a vice-chair of the program committee for an international conference to be held in the UK in 2009. Dr. Hu has newly published articles in *Advances in Soft Computing*, Volume 46, and the *Journal of Management Review*, in Chinese, Volume 20. The book Knowledge Processing with Interval and Soft Computing



has been published by Springer. Dr. Hu is the first co-editor. Three former CS graduate students, Collins, Nooner and P. Hu, are co-authors with Dr. Hu for three chapters of the book.

#### Biology:

Dr. Runge reported that the Chemistry chair search is progressing. Ads in Science Magazine, the Chronicle of Higher Education and C&E News have been placed. Provost Grahn will be attending a Biology departmental meeting soon. Two Biology staff members, Deb Moon and Liz Bass, attended the Developing And Assessing Professional Behaviors seminar during September.

#### Chemistry:

Dr. Taylor reported the ASC Southwest Regional meeting will take place at the Peabody in Little Rock the first week in October. Nearly all of the Chemistry faculty will attend, as well as a great many majors. Dr. Patrick Desrochers and Dean Seidman will attend the 1<sup>st</sup> Annual Arkansas Association of Public Universities in Little Rock October 6<sup>th</sup>. Ten Chemistry students from UCA will be presenting posters.

#### ACMSE

Dr. U.Garimella reported the Center has received a Smart Start Mathematics grant from ADE to host a two day seminar. Dr. Garimella has met with several state officials to promote the Center and the ACMSE is now a member to Conway Chamber of Commerce. The CIF group consisting of CNSM faculty and COE faculty resumed monthly meetings. The two colleges are collaborating on Grant writing.

#### Physics:

Passed

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – October 27, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, October 27, 2008. All Chairs were present.

1. Dr. Frederickson announced that student evaluations will be done the traditional way until IT can get the program on line. They will be administered the week of November 10<sup>th</sup>.
2. The Pulaski Tech Majors Fair will be the same week. Dr. Frederickson asked the chairs to get any pertinent information to him as soon as possible.
3. The chairs were asked to remind all faculty and staff to turn off all building lights at the end of the day. The Physical Plant staff will also be reminded.
4. Dean Seidman distributed Student Internship Waivers stating that all student interns should complete. Discussion followed and it was decided that Dean Seidman would address the COD in order to clarify some issues concerning the waivers.
5. Dean Seidman announced that in the future the Dean's office will not be paying for Chalk-Talk refreshments.
6. Dean Seidman discussed that as a result of new positions not being filled that the Masters in Science Education program is on hold.
7. Academic guidelines for concurrent enrollment was handed out by Dean Seidman and a lengthy discussion followed. It was stressed that the guidelines will be strictly adhered to.

#### Chairs Reports:

##### Physics:

Passed

##### Chemistry:

Passed.

#### Computer Science:

Dr. Hu announced that Mark Smith has applied for Lecturer II.

#### Math:

Dr. Garimella reported that Dr. Clarence Burg and research students, Jon Taylor Erwin and Dane Womack, gave presentations at NASA Langley Research Center on October 16<sup>th</sup>.

#### Biology:

Dr. Runge briefly discussed the Chemistry chair search. He also reported that under Dr. Marc Hirrel's leadership the Biology club is off to an encouraging start. Biology faculty member, Dr. Jeffrey Padberg, presented at the Third Annual Interdepartmental Seminar October 23<sup>rd</sup> in Baum Gallery.

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – November 10, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, November 10, 2008. All Chairs were present except for Dr. Runge. Dr. Mike Moran represented the Biology department. Dr. Steve Butcher was a guest.

1. Dr. Butcher discussed assessment plans and asked the chairs to respond to the change/no change online form.
2. Dr. Frederickson asked the chairs to create wish lists that Carter Walker could present to potential donors.
3. Dr. Frederickson discussed the student worker situation and told the chairs to look carefully at what their departments needed for the rest of the fiscal year. He asked the chairs to separate the 1501 and 1502 student number and email their estimated numbers and assignments to him Tuesday or Wednesday.
4. Dr. Frederickson brought up the subject of the Intensive English Program and asked the chairs if any of their departments were having a problem. It was decided that there isn't a problem.
5. It was announced that Dr. Leonard Seawood will attend the next CoC meeting November 24<sup>th</sup>.
6. After arriving late for the meeting, Dean Seidman reported on his recent lunch with Dr. Steve Sanderson.

#### Chairs Reports:

##### Physics:

Dr. Addison reported that Jeremy Lusk won first place in the Physics competition at the INBRE meeting in Little Rock November 7<sup>th</sup> and 8<sup>th</sup>. First place was a cash award of \$400.00. Dr. Addison's presented paper was also well received.

##### Chemistry:

Passed.

##### Math:

Dr. Garimella reported that fifteen applications have been received for the Applied Statistics/Probability position.

##### Computer Science:

Dr. Hu reported that Dr. Bernard Chen presented a paper at the IEEE BIBM 2008 Conference in Philadelphia last week.

##### Biology:

Passed

## COLLEGE OF NATURAL SCIENCES and MATHEMATICS

### Minutes of Chairs Council Meeting – December 8, 2008

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A meeting of the Chairs' Council of the College of Natural Sciences and Mathematics was held Monday, December 8, 2008. All Chairs were present. Dean Seidman was not present. Drs. Leonard Seawood and Tim Atkinson were guests.

1. Dr. Atkinson discussed the need of a college wide definition for time and effort in regard to accounting for grant spending. Dr. Frederickson suggested that the chairs develop departmental guidelines for time and effort by spring. Following the discussion Dr. Atkinson excused himself.
2. Dr. Seawood discussed Fall 2009 concurrent enrollment. He asked the chairs to send him a list of courses their departments will offer. He emphasized that the participating schools must commit up front to follow current concurrent guidelines. Following the discussion Dr. Seawood excused himself.
3. The HLC Survey is due February 2<sup>nd</sup>. The department profile is due January 9<sup>th</sup>. Chairs were asked to get copies of the department profile to the Dean 's office by December 17<sup>th</sup>.
4. Dr. Uma Garimilla discussed the I-Test. She encouraged the chairs to submit a proposal for the NSF grant. Drafts are due January 12<sup>nd</sup> and final proposals are due February 20<sup>th</sup>.
5. Dr. Frederickson reminded the chairs that the Advisory Board Meeting is Friday, December 12<sup>th</sup> at 5:00 pm with a reception following. The meeting and reception will be held in Buffalo Alumni Hall. Since development will be the main topic of the board meeting, Dr. Frederickson asked the chairs to supply him a "wish list" by Wednesday, December 10<sup>th</sup>.

#### Chairs Reports:

Physics: Passed

#### Chemistry:

Dr. Taylor announced that there will be a second poster session in the rotunda of the Capital building in Little Rock March 5<sup>th</sup>. Dr. Patrick Desrochers will be sending out a call for abstracts. Dr. Taylor also announced that Dr. Karen Steelman is the chair-elect of ACS for the calendar year 2009. Drs. Taylor and Perry have recently received URC grants.

#### Computer Science:

Dr. Hu reported that the Computer Science faculty have recently held an Assessment workshop. The Computer Science Curriculum Industrial Advisory Board met December 5<sup>th</sup>. Dr. Vamsi Paruchuri has received a URC grant.

#### Biology:

Dr. Runge announced that Drs. David Dussourd and K.C. Larson have

received URC grants. Dr. Runge also reported on the Chemistry chair search. He hopes to have the selected candidates on campus in January.

Math:

Dr. Garimella reported that Math majors, Jackson Fliss and David Ekrut, have been accepted to make poster presentations at the joint annual meetings of the American Mathematical Society and Mathematical Association of America to be held in Washington, D.C. January 7<sup>th</sup> and 8<sup>th</sup>, 2009. Dr. Arrigo mentored the students. The search committee is scheduled to meet this week to decide a short list for the vacant Stats position.