

College of Natural Sciences and Mathematics
Council of Chairs Meeting Minutes
September 25, 2023

Topics Discussed:

- Bear Facts Day – October 7, 2023 and December 8, 2023. Breakdown of the numbers are as follows:
 - 22 Biology
 - 5 Chemistry
 - 2; 8; 2 Computer Science
 - 2 Physics
 - 2 Environmental Science
 - 2 Mathematics
- CNSM Experience Day – Friday, November 10, 2023 and February 16, 2024.
- BSE in Science and Technology. Mathematics is doing a BS degree, BSE in Science and Technology for all the other departments.
- Recruitment went well, faculty visited Springdale, Harbor View, Arkansas Tech.. There was a lot of interest regarding the UCA Commitment
- Chalk Talks, encourage faculty and students to attend this X-Period event.
- Student absences (excused and unexcused), faculty should work with the student to make up any quizzes, tests, assignments or exams. If a student is up to date on class exercise it helps with student retention.
- Faculty Chairs are to complete and submit to the Dean's office all leave request forms for signature. All 12-month employees must fill out a Leave Request Form.
- Curriculum changes where the subject spans multiple departments, all of the department chairs must sign off on the change before it goes to the Curriculum Committee. The reason for this is because the funding is coming from multiple department sources.
- Department trifold brochures will be ordered from UALR Printing, if any departments have any changes, they should be sent to the Dean's Office.