

**SCIENCE AND MATH
DIVISION MEETING MINUTES
December 4, 2007**

PRESENT:

Tamara Carter	Julian Hilliard	Dave Palkovich
Dennis Anderson	Greg Holland	Raul Ramirez
Marsha Austin	Gary Houlette	Sherry Ray
Bruce Bailey	Virginia Hovda	Ron Scribner
Kristy Bailey	Fabiola JaniakSpens	Steve Shore
Brenda Breeding	Steve Kamm	Tony Stancampiano
Lisa Buckelew	Steve Kash	Tad Thurston
Paul Buckelew	Linda Knox	Richard Trout
Roger Choate	Jay Malmstrom	Mike Turegun
Betty Coleman	Judy Mee	David Wiggins
Courtney Dodd	Cassandra Meek	Sonya Williams
Ernest Gobert	Janet Mitchell	Changjiang Zhu
Ken Harrelson	Charlotte Mulvihill	Cheryl Wolfe(mins)
B.J. Higgins	Charles Nunley	

GUESTS:

Ed Williams

INFORMATION ITEMS/DUE DATES FOR THE SEMESTER

All employee holiday reception is Thursday, December 13 from 12:00-1:30 p.m.

Tuition Fee Waivers are due Friday, December 14 to Tamara.

Max will be returning on January 2nd.

Dr. Harrison will be retiring.

IP PHONES

Make sure your IP Phone is plugged into the Universal Power Supply (your computer should be plugged into this too). This will enable your phone to work and relay messages even if there is a power outage.

ANGEL DEMONSTRATION

Mike and Dennis showed two formats of possible web pages. Page Design and Icon Design. There will be one design for each division, but all the divisions may be different. See Mike or Dennis for any feedback.

INBRE

February 4th is the deadline for applications for summer research internships for students. There are also faculty externships available for 8 weeks at \$8000. See Charlotte if you're interested.

Meeting adjourned.