

**Leadership Meeting: College of Sciences  
October 9, 2007**

Announcements:           Web of Science training on Oct. 23. Contact Library.  
Spring Book Orders starting Oct. 12<sup>th</sup>  
Reminder of CITR flyer

1) Late Breaking News from CASA meeting this morning (see notes on handout)

2) Search Updates:            “All searches moving to President’s office” – D. Coers, 10/08/07  
Affecting new searches in AG, Chem, CS

3) FERPA Reminders and distribution of FERPA Waiver forms. Registrar’s Office is main contact point, but Gayla can look it up for you.

4) Distributions:            Academic Calendars for 2008-2008.  
Materials Budgets  
Syllabus template (again)  
Requests for Program Reviewers (Tarleton)

5) Discussion Item:           When Nice is Not Nice. Writing honest evaluations and helping faculty prepare for P&T.