**Chemistry Department**

Chemistry has been part of the Davidson College curriculum since its opening in

1837. Robert Hall Morrison taught chemistry as one of his many duties as the first

college president. His successor as president, Samuel Williamson, was also

responsible for teaching science courses. In 1850, Elijah Rockwell was appointed

professor of Chemistry and Natural Science.

The first endowed professorship for chemistry was the Chambers Professorship of

Chemistry, Mineralogy, and Geology was created in 1856. This professorship was

renamed in 1865 to be the Chambers Professorship of Physics, Chemistry, and

Geology and in 1869 to be the Chambers Professorship of Chemistry, Geology,

and Natural History. William Joseph Martin, (1830-1896) served as the Chambers

professor from 1869-1887 and initiated the use of laboratory experiments in

classroom teaching. The Martin Chemical Laboratory built in 1901 was named for

Martin. The building was torn down in 1941 and replaced with the Martin Science

Building.

The department grew from one professorship to three faculty in the late 1920s

and further expanded to six faculty in the 1960s. A seventh faculty member was

added in 1975 and an eighth in 1984. By the 2006-2007 academic year, the

department had grown from 11 courses and seminars to 27 courses, seminars and

tutorials.

**Retention Schedule**

**Chemistry Program.** Records relating to activities of the department including

Placement Test Reports, Safety Regulations, Key Authorization Forms, and

Accident Report File. Files may contain restricted information.

Disposition Instructions: Placement Test Reports and Key Authorization

forms: Destroy in office when reference value ceases. Safety Regulations:

Maintain in office, transfer superseded or obsolete files to College Archives

for appraisal and final disposition. Accident Reports: Maintain in office

permanently.

**Class Schedules.** Reference copies of departmental class schedules.

Disposition Instructions: Destroy in office after 5 years.

**Colloquium Files.** Records for biweekly departmental colloquium containing

names of speakers and topics.

Disposition Instructions: Transfer to College Archives after 5 years for

appraisal and final disposition.

**Correspondence.** Official office correspondence.

Disposition Instructions: Transfer to College Archives after 5 years for

appraisal and final disposition.

**Course Enrollment.** Lists of students enrolled for each class offered by the

department.

Disposition Instructions: Destroy in office after 5 years or when reference

value ends, whichever is later.

**Course Syllabi.** Syllabus or course outline of each course offered by the

department.

Disposition Instructions: Maintain in office until reference value ends,

transfer to College Archives for appraisal and final disposition.

**Invoices**. Copies of invoices and requests for payments for supplies and

equipment.

Disposition Instructions: Destroy after 3 years and when reference value

ends, whichever is later.

**Job Searches.** Records concerning activities of specially formed search

committees charged with recruiting new or replacement faculty members. Files

may contain correspondence, resumes, applications, and other related records.

Files contain restricted information.

Disposition Instructions: Transfer applications and other records for

individuals hired to appropriate personnel file when individual accepts

position. Destroy in office applications for individuals not hired 2 years after

date of receipt if no charge of discrimination has been filed. If charge has

been filed, destroy in office 1 year after resolution of charge.

**Personnel - Alumni.** Records of students majoring in Chemistry. Files may

contain declaration of major form and correspondence. Files are used for

reference. Files may contain restricted information.

Disposition Instructions: Destroy in office when reference value ends.

**Personnel - Faculty**. Records relating to current and former faculty members.

Files may contain copies of research grant awards, teaching awards, and

biographical information.

Disposition Instructions: Destroy in office when reference value ends.

**Student Research.**  Records of student research proposals and reports.

Disposition Instructions: Retain in office until reference value ends,

transfer to College Archives for appraisal and final disposition.