

Approved

Minutes of the November 18th, 2022, Meeting of the CELS Executive Council

Call to Order: A meeting of the College of the Environment and Life Sciences Executive Council was held at 10:30AM in CBLS 435. Members present were Department Chairs Savage, Lane, Becker, Uchida, Chandlee, Brown and Petersson; Associate Deans, Sartini and Townson; and *ex-officio* members Palmer and Wilson with Dean Kirby presided.

Approval of Minutes: *It was moved by Chris Lane and seconded by Hiro Uchida to approve the November 4th, 2022, Minutes of the Executive Council. The minutes were approved unanimously as presented.*

Announcements:

Dean Kirby

1. Discussion on support staff working or on vacation the Friday after Thanksgiving.
2. 10 Under 10 Nominations are due November 30th, send to Becky Sartini.
3. No update on new Provost hire. An announcement is expected in December.
4. Associate Deans Sartini, Wilga and Townson are meeting on December 9th, to compile feedback on the Strategic Plan then a second draft will be available for comments.
5. All CELS Professional Staff and Faculty Meeting cancelled on December 14th, due to Chairs Forum.

Associate Dean Sartini

1. The university-wide TA Allocation process, led by the Graduate School, is moving forward. The final CELS TA allocation will be available in December.
2. Academic Program Reviews for all undergraduate programs are due in December 2023. An information session has been scheduled with the Academic Program Review Committee in January 2023 to start the process.
3. Reminder that 2023 fall schedules are due December 1st.

Associate Dean Townson

1. Introduced Kevin Stacey to discuss his role with working with the CELS' Communication Fellows. Kevin Stacey's appointment is shared with the College of Arts & Sciences. Overall, Kevin does science writing & communication and social media including Facebook, twitter and Instagram and mentors with college's Communication Fellows. Kevin will be providing guidelines for submitting information to promote events or ideas for Big Thinker articles.

Old Business:

1. There was no old business.

New Business:

1. Remote work in the future.

Adjournment: *It was moved & seconded to adjourn. The meeting was adjourned at 11:25am.*

Respectfully Submitted:

Judith M. Palmer

