

## Final

### MINUTES OF THE JANUARY 26<sup>TH</sup>, 2023, MEETING OF THE EXECUTIVE COUNCIL

**Call to Order:** A meeting of the College of the Environment and Life Sciences Executive Council was held at 1pm. Members present were Department Chairs Lane, Becker, Chandlee, Brown, Paton, Petersson, Savage, Uchida; Associate Deans Sartini, Wilga and Townson; *ex-officio* members Wilson, Palmer and Silva with Dean Kirby presided.

**Approval of Minutes:** *It was moved by Rebecca Brown and seconded by Austin Becker to approve the December 16th, 2022, Minutes of the Executive Council. The minutes were approved unanimously as presented.*

#### **Announcements:**

##### **Dean Kirby**

1. Passing of Dr. Richard Sheridan. Dr. Rebecca Brown will be stepping in for the semester. Information on LAR: Dr. Green- phased retirement 2023, Dr. Gordon-sick leave, Dr. Atash- currently teaching, Dr. Buxton-Faculty of Practice. Dr. Green will assist with the accreditation process.
2. Discussion of students repeating and failing classes, policy/procedure.
3. Budget Meeting on February 23<sup>rd</sup>, discussion on apply performance calculations, deficits, information to follow.
4. Interviews are currently underway for ENRE, MAF, FAVS and CMB.

##### **Associate Dean Sartini**

1. A workload email will be sent out next week and the faculty will have four weeks to complete, due date is March 3<sup>rd</sup>. Judy Palmer will then setup meetings with the Associate Deans and Chairs to review.
2. Welcome Days signup sheet is available, please let me know who/which departments will be participating by February 3<sup>rd</sup>.

##### **Associate Dean Wilga**

1. Research Grants and deadlines. Discussion to structure a procedure and timeline for processing grants through Info Ed.

##### **Associate Dean Townson**

1. Hosting the East Farm Planning Committee Meetings several times during the semester. To convene a subset of the Farm Use Committee for CELS and some additional faculty who have or potentially research agenda that include the grounds at East Farm.

##### **Meredith Silvia**

1. Sending to the Chairs our rules/guidelines for new Candidates travel, lodging and per diem.

**Old Business:**

1. There was no old business.

**New Business:**

1. There was no new business.

**Adjournment:** It was moved and seconded to adjourn. The meeting was adjourned at 2:00pm.

Respectfully Submitted:

Judy Palmer, Executive Assistant to Dean Kirby