

## MINUTES

### CELS Faculty and Professional Staff Meeting – December 12, 2018

1. The meeting was called to order at 11:30 a.m. on Wednesday, December 12, 2018 in CBLS 100, Dean John Kirby presiding. The following faculty and professional staff members were present: Adams, Anderson, Becker, Beltran, Bidwell, Blackwood, Bourassa, Bozzi, Brown D, Brown R, Burroughs, Camberg, Cary, Conover, Couret, Dalton, Davies, Davis, Dondeti, Duhaime, Fastovsky, Floyd, Fontes-Barros, Forrester, G, Forrester L, Gerber B, Ginsburg, Goldsmith, Gomez-Chiarri, Grandidge, Greene, Gregory, Hamidzada, Hoffman, Howlett, Jenkins, Karako, Karraker, Kirby, LaBash, Laliberte, Lang, Legare, LeBrun, Lin, Mallilo, Martin, Mather T, McDuffie, McWilliams, Mendenhall, Moen, Moore, Morris, Nelson, Opaluch, Paim, Palmer, Peach, Preisser, Prior, Proestou, Puritz, Ramsey K, Ramsey M, Rice, Richard, Roberts, Ruemmele, Sartini, Savage, Schwartz, Sheely, Silvia, Smallridge, Southern, Stolt, Sullivan, Sun, Taylor A, Taylor J, Terpis, Thawley, Thornber, Trandafir, Travis, Trebino, Treviño-Peña, Uchida E, Uchida H, Van Sciver, Veeger, Vetvois, Vieira, Webb, Wetherbee, and Zhang Y.
2. *The Minutes from the May 5, 2018 CELS Faculty and Professional Staff Meeting were moved for approval and seconded then approved by unanimous voice vote.*
3. Announcements:
  - a. Dean Kirby announced a change in the originally posted agenda to add a report by the Scholastic Standing Committee. There was no objection to the amendment to the agenda, and it was so amended.
  - b. Dean Kirby announced that there is an effort to develop a college-wide strategic plan. Members of the various CELS committees and the Cooperative Extension constituency groups have been working on the various sections. After the meeting, drafts of the strategic plan will be distributed electronically to all faculty and staff in the college. Comments and input are welcome from all. Target for finalization of the plan is early in the spring semester so that it can be presented to the provost.
  - c. Three University Service awards were given: Denise Brown for 15 years, Katherine Favreau for 40 years; and Mamie Chen, 45 years.
  - d. Metcalf Fellows, David Loiselle and Sean Grady gave an overview of the CELS Communications through web presence and social media.
4. A special election was held to replace outgoing Senator Robert Thompson. Prof. James Opaluch of ENRE was nominated to serve on the Faculty Senate as a CELS Senator until May, 2019. The floor was opened for any other nominations. there were none. On a voice vote Opaluch was elected unanimously.
5. Reports of Standing Committees:
  - a. Curriculum Committee: The Curriculum Committee report was given by Prof. Rebecca Brown. She reported that several courses were approved and forwarded on to the CAC. Deadlines are passed for regular Fall 2019 Courses to be approved, but X courses may still be proposed for offering in the Fall. The deadline for Spring 2020 course submissions is March 7, 2019.
  - b. Research Committee: Prof. Howlett gave the report of the Research Committee. The Committee was primarily engaged with developing the first draft of the CELS Research Plan.

- c. The report of the Cooperative Extension and Outreach Coordinating Committee was given by Associate Dean Sheely. She announced that the committee would be getting much more active in the Spring semester since the broad-based strategic planning document for CE is now completed.
- d. Associate Dean Thornber gave a brief report on the activities of the Space Committee.
- e. Professor Trandafir provided the report of the Commencement Committee. The committee is working diligently on preparations for the CELS Undergraduate Ceremony to be held at the Ryan Center at 3:00PM on Saturday May 18. Details of the overall commencement schedule is presented in Appendix 1. All faculty are encouraged to attend the commencement ceremonies in May. The committee is also looking for another willing faculty member to serve on the committee.
- f. There was no report from the Bylaws and Review Committee at this time
- g. Prof Janelle Couret provided a brief report from the Diversity Committee.
- h. There was a brief report from the Scholastic Standing Committee from Associate Dean Veeger who provided the numbers of students on academic probation or had been dismissed from the university. Assistant Dean Anderson Provided information about advising activities. Details of her report are presented in Appendix 2

7. Old Business:

There was no old business

8. New Business:

- a. Dean Kirby reminded people that nominations for Teaching, Research & Service Awards are coming up at the University and College level. Be sure to nominate good people by contacting Judy Palmer with candidates' names.

9. Adjournment: The meeting was adjourned at 12:15 p.m. An after meeting luncheon was provided courtesy of the Dean's office.

Respectfully submitted,

Michael A. Rice, Secretary of the CELS Faculty

# APPENDIX 1

## 2019 Commencement Weekend Schedule

### Saturday, May 18<sup>th</sup>

Graduate School Ceremony	The Ryan Center	9:00 a.m.
President's Graduate School Reception	Hope Commons	11:00 a.m.
University Academic Excellence Awards	Edwards Hall	12:30 p.m.
College of the Environment & Life Sciences	The Ryan Center	3:00 p.m.
College of Health Sciences	The Ryan Center	7:00 p.m.

### Sunday, May 19<sup>th</sup>

College of Engineering	Keaney Gymnasium	9:00 a.m.
College of Pharmacy	Mackal Field House	9:00 a.m.
Alan Shawn Feinstein College of Education and Professional Studies	Edwards Auditorium	9:00 a.m.
Main Commencement Ceremony	Quadrangle Rain Plan: The Ryan Center	12:30 p.m.
College of Arts & Sciences	Quadrangle Rain Plan: The Ryan Center	After main ceremony
College of Business Administration	Keaney Gymnasium	After main ceremony
College of Nursing	Mackal Field House	After main ceremony

## APPENDIX 2



**Advising Update**

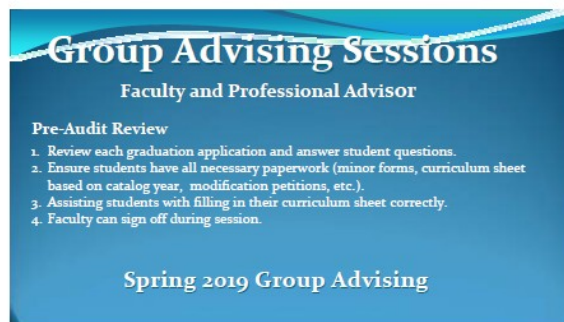
- Graduation Audits
- Group Advising Sessions
- Advisor Focus (Winter/Summer Breaks)
- E-campus Degree Progress Report
  - New Advisors



**Graduation Audits**

Undergraduate Certificate in  
Energy Economics and Policy

Dec 2018 - 112	5
May 2019 - 311	5
Aug 2019 - 27	
<b>Total - 450</b>	



**Group Advising Sessions**

Faculty and Professional Advisor

**Pre-Audit Review**

1. Review each graduation application and answer student questions.
2. Ensure students have all necessary paperwork (minor forms, curriculum sheet based on catalog year, modification petitions, etc.).
3. Assisting students with filling in their curriculum sheet correctly.
4. Faculty can sign off during session.

**Spring 2019 Group Advising**

## Advisor Focus

### Winter/Summer Break

Grades post to e-Campus, queries are run and we identify STUDENTS AT RISK

- Students on probation
- Students with good standing that earned a term GPA below 2.0
- Students that earned non-productive grades
- Students that are not on track with credits
- Satisfactory Academic Progress Form (SAP) – student who is declared ineligible to receive aid for not maintaining financial aid SAP standards (2.0 GPA and progress toward degree)
- New Students (Freshmen, transfer and readmits)

**Enrollment Services – Registration and Records**

## E-Campus Degree Progress Report

<https://web.uri.edu/enrollment/track-progress-toward-degree/#whatif>

Advisors and students can track progress toward a degree and see remaining classes required by running an **ACADEMIC REQUIREMENTS REPORT**.

Both students and advisors can also run a **WHAT IF REPORT**. The What-if report automatically applies all the student's credits and courses to the selected catalog year and major to produce a report as if the student were in that major.

**Advisee Student Center**

Student Name

**Academics**

[My Class Schedule](#)

other academic...

Academic Requirements  
Course History  
Grades  
Transcript: View Unofficial  
Transfer Credit: Report  
What-if Report  
other academic...

**ACADEMIC REQUIREMENTS REPORT**

**WHAT IF REPORT**

**Advisee Requirements**

Student Name

University of Rhode Island: Undergraduate

This report last generated on: 12/10/2018 1:43PM

enhance all
expand all
view report as pdf

all
on progress
passed

SUMMARY (RD2006)

CATALOG YEAR 2012-2013 - BIOLOGY BA (RD277)

MAJOR REQUIREMENTS BIOLOGY BA (RD183)

GENERAL EDUCATION REQUIREMENT BIOLOGY BA (RD181)

FREE ELECTIVES REQUIREMENT BIOLOGY BA (RD218)

**Problem with a report**

Send the student's name, ID # and audit issue to:

Steven Berenback <[sberenback@uri.edu](mailto:sberenback@uri.edu)>

Coordinator, PeopleSoft Degree Audits and Academic Catalog

401-874-5106 (O)

## New Advisors

Enrollment Services -Security Access Request Form

<https://web.uri.edu/enrollment/files/Security-Access-Request.pdf>

CELS Aca&Stu Affairs Office

- Lift Advisor Hold Access – Name, URI ID and eCampus User ID
- Training Session