

Minutes of the December 18, 2014 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 9:00am at the CBL 435. Members present were Department Chairs, English, Gomez-Chiarri, Mitkowski and Wilga; Associate Deans Rhodes, Sheely, and Veeger, CE Representative Morreira, Faculty Secretary Rice and *ex-officio* members Messier and Silvia. Department Chairs Fastovsky, Green, Gold, Opaluch, Sun, Thompson, and *ex-officio* member Anderson and were absent; CMB was represented by Professor Sperry; Dean Kirby presided.

Approval of Minutes: *It was moved by Gomez-Chiarri and seconded by Morreira to approve the minutes of December 4, 2014 and they were unanimously approved as written.*

Announcements:

1. Dean Kirby announced that the University is close to finalizing a new consensual relationship policy that has been in the works for a while and under discussion with the AAUP Executive Committee. The policy would in effect be an extension of the current conflict of interest policy of the University and should be announced early in 2015.
2. Based upon recommendations from the Council for Research, the Research Office has recently begun implementing a policy of pooled fringe benefits in new grant proposals (one for students, one for technical staff and one for faculty). This should simplify the process of fringe benefit budgeting in proposals.
3. A form from the Provost's office is being sent to departments to guide the new faculty request process. Dean Kirby will be meeting with the Provost on January 5 to discuss new hire proposals from the College. So that he is prepared, the dean is asking for the faculty position requests to be ranked by priority by year for both the strategic reallocation requests and the new hire requests. Dean Kirby will be sending a one-paragraph summary of each request to the Provost's office for the purpose of the initial discussions. Discussion ensued about research expectations of new faculty given a recent statistic that according to recent NIH stats, it takes about 8-9 years on average for first substantial grant by new faculty. Need to assign teaching assignments to new faculty with 'healthy' enrollments so as to allow for fewer classes to allow more grant proposal and preliminary research time. Given funding realities and the nature of the institution, faculty should be encouraged to maintain a diversified professional portfolio within the broad mission points of the College and University.
4. Associate Dean Rhodes asked for nominees for the Research and Scholarship Excellence Awards in the categories of undergraduate, graduate, early career and lifetime achievement awards.
5. Associate Dean Veeger announced that grades are due on December 29. She also announced that the College has been placing advisor holds which has allowed for timely submission of graduation audits. This practice will be extended to second semester juniors in the next semester so that the audit begins on juniors in the spring so that their entire senior year can be mapped out in advance. Also, the Provost's Academic Summit will be held on January 16. Representatives from all CELS departments are asked to attend. There will be two professional advisors hired to handle about 400 students each. This is expected to free up faculty advisors to focus on major specific & career specific advising. Also, there is a survey being sent out by the College to assess IT support needs. This is because the CELS IT Specialist Nate Broomfield has announced he would be

leaving the College for a new career. Information from the needs assessment survey will be used to create an updated position description for the IT specialist that was last updated in 1997.

6. Business Manager Silvia announced that there will be several personnel changes and shuffling in the Business Office over the next few months. David Libovitz will be leaving for another position with the state, Sean Dacy will be serving as coordinator of Fiscal Unit 3. Pamela Thompson, from the Counseling Center, will be filling Sean's current position and Denise Foley will be assisting with Unit 2. There will be efforts to secure admin support coverage at the Outreach Center.
7. Dean Kirby announced that there will be a holiday work scheduling plan to assure that most College business can proceed at a time when many wish to take vacation time.

Old Business:

There was no old business

New Business:

Chairperson Gomez-Chiarri mentioned that Geoffrey Greene, Chair of the CELS Research Committee will be approaching department chairs about visiting department meetings to discuss how to best facilitate research productivity and likelihood of securing new grants.

Adjournment: *It was moved & seconded to adjourn. The meeting was adjourned at 10:00am*

Respectfully Submitted:

Michael A. Rice, Faculty Secretary