

## Minutes of the February 8, 2017 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 1:30 pm at the CBLIS 435 conference room. Members present were Department Chairs Fastovsky, Gold, Gomez-Chiarri, Mitkowski, Opaluch, Preisser, and Sun; Associate Deans, Sheely, Thornber, and Veeger; Faculty Secretary Rice and *ex-officio* members Palmer, Silvia, and Van Buren. Department Chair Dalton, and *ex-officio* member Morreira, were absent. Dean Kirby presided.

**Approval of Minutes:** *It was moved by Opaluch and seconded by Fastovsky to approve the minutes of January 25, 2017 as amended and they were approved unanimously.*

### Announcements:

#### ***Dean Kirby***

1. There is a continued interest in maintaining consistency with URI's strategic communications policies, including institutional branding. Make sure any documents sent out for media, mass emails to constituents, etc, comply with the University branding policies. Refer to the URI Branding and Visual Standards Guide (<http://www.advance.uri.edu/visualstandardsguide/resources/StyleGuide-sm.pdf>) to guide communications design.
2. There will be personnel changes affecting the college – Brianne Neptin our Coastal Fellows Coordinator will be moving to A&S and getting a big promotion. Vice Provost Cliff Katz will be retiring March 15<sup>th</sup>.
3. The University-wide budget process is in full swing. The Provost's office is looking closely at numbers all Gen-Ed & especially Grand Challenge courses submitted for approval by the colleges. Allocation of new faculty positions is being tied in part to GenEd course offerings, so departments are expected to assure that courses are getting along through the approval process, so we can get further new faculty positions in the next FY budget.
4. The Provost is having discussions with the Faculty Senate Executive Committee and the AAUP about establishing much more explicit workload statements about teaching, research, extension and service workloads in new faculty letters of hire so that expectations are clear for later evaluation for promotion and tenure.
5. The Governor's scholarship program for students will coming online for the fall semester. Students will need to have 60 credits and be in good standing before junior year to receive funds. This puts on pressure to assure that students are adequately advised, be taking adequate course loads and maintaining grades C or above.

#### ***Judith Palmer***

1. CELS General Faculty & Staff Meeting will be May 2 10 am –, followed by BBQ.

#### ***Keri Van Buren***

1. Minimum amount for starting an endowment funds is now @ \$50,000.
2. There is increased scrutiny of Foundation Accounts being maintained by faculty. If you contribute to a URI Foundation account that you use, the Dean or Meredith should be top signature in authorization.

3. The Foundation is looking at providing training on best practices for faculty involved in donor events and capital campaigns. These donor development workshops (professional – from outside URI).

***Meredith Silvia***

1. Trainings in use of Cayuse are being developed as per request at last Executive Council meeting. A powerpoint with Cayuse screenshots will be developed as a support document for the workshops and then maintained on the web as reference for future use by all Cayuse users.

***Associate Dean Thornber***

1. Final version budget request to the Provost will be shared with faculty soon. Budget request goes to Provost on March 1st.

***Associate Dean Veeger***

1. Workload planning request is out to the faculty – due date on Feb 28th. There will be greater scrutiny from the Dean this year to make sure workloads are full. This has implications with the hiring requests to the Provost.
2. The phased retirement program coming back for tenure-track faculty – starting Feb 1, 2018 (lecturers are not eligible)

***Associate Dean Sheely***

1. Reminder to Chairs to ask faculty to submit short reports of CE & AES activities for the upcoming report to NIFA. No report – no future Hatch or CE money.

**Old Business:**

There was no old business

**New Business:**

There was no new business

**Adjournment:** *It was moved & seconded to adjourn. The meeting was adjourned at 2:40pm.*

Respectfully Submitted:  
Michael A. Rice, Faculty Secretary