

Minutes of the April 5, 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 CBL 435 conference room. Members present were Department Chairs Dalton, Fastovsky, Gold, Gomez-Chiarri, Mitkowski, and Opaluch, Preisser, and Sun; Associate Deans, Sheely, and Thornber; Faculty Secretary Rice and *ex-officio* members Morreira, Palmer, Silvia, and Van Buren. Department Chair Mitkowski and Dean Kirby were absent. Prof Taylor represented PLS. Associate Dean Veeger presided.

Approval of Minutes: *It was moved by Fastovsky and seconded by Opaluch to approve the minutes of March 8, 2017 as amended and they were approved unanimously after editorial amendment.*

Announcements:

Associate Dean Veeger

1. There is a need to elect Faculty Senators from CELS and report the results to the Faculty Senate Office by April 14 so as to be included in the agenda of the April Faculty Senate Meeting. At a minimum, all departments without continuing incumbent faculty senators are asked to submit a nominee to stand for election. Department chairs are asked to submit names of nominees to Faculty Secretary Rice on or before April 10 so that an electronic election can be held during that week. The Executive Council is also asked in their role as CELS Nominating Committee to submit names of candidates to stand election at our upcoming May 2 College-wide meeting to fill vacating and vacant seats on University-wide and CELS committees.
2. Saturday April 1 was Welcome Day and 2000 visitors came to campus. Additional Welcome Days are being held on April 8 and 22. Number of incoming student deposits is up over past years. Enrollment services is targeting a slightly smaller freshman class than last year.
3. The Graduate School is offering 'badges' s to highlight student achievements similar to what is done at other institutions. These cannot be posted on transcript as an academic credential for now, but will be noted as 'milestones' on transcripts.
4. The Town of Westerly has opened their new Westerly Education Center with classrooms, computer labs and auditorium space. This facility can be used by CELS for potential Extension & Outreach programming or mini-courses, similar to the Neighborhood Guild in South Kingstown.
5. The NEASC self-study documents are under internal review and will be released soon to the individual colleges for review and comment. Prof. Matt Bodah of the Labor Research Center is taking the lead on preparing the self-study documents. The new Gen-Ed program implementation is seen as a major element in the last few years resulting from past NEASC evaluation recommendations.
6. The campus-wide task force charged with reviewing the policies for TA allocations across the colleges is continuing their work. The Provost has

stated that they hope to increase the number of TAs campus-wide by 60 and allocations will be made by demonstrated need.

7. Faculty workload statement reviews are now under review in discussion with department chairs.
8. The University-wide Department Chairs Forum will be held on April 27th.

Associate Dean Thornber

1. There have been incidents of flooding at Woodward Hall and at East Farm due to the heavy rains and construction projects (the Engineering Complex and East Farm). All are asked that, for Kingston campus CELS building issues, CELS Facilities Manager Nasir Hamidzada and Associate Dean Thornber be informed of any major problems of this nature so that they can properly track repairs and remediation with Facilities Services. For building problems at other CELS facilities (non-Kingston campus), an email will be sent out shortly to the CELS with specific contact instructions in case of building issues.
2. There have been recurring problems of grant applications uploaded into Cayuse with insufficient time for proper and thorough review. ALL PIs are asked to submit grant proposal information via Cayuse no less than ONE WEEK before agency deadlines to guarantee timely review without running risk of missing the University's authorization to submit the proposal to the granting agency on time.
3. All faculty are urged to keep their time cards (sick time discharges) up to date at the end of each month. Many CELS faculty members are far behind in this task and are asked to undertake the process of catching up. There is no easy way to do this other than to completing them a month at a time and waiting for a day for approval and proceeding on to doing the subsequent month on the following day until all time cards are brought up to date.
4. Time cards for post-docs and other laboratory staff need to be approved in a timely manner, even if the supervising faculty member is traveling. It is highly recommended that all faculty that are supervising lab personnel have a designated back-up signer, and the dean's office can help with this. Missed authorizations gum up the payroll system across the whole university.

Kari Van Buren

1. She announced that she will be away from the University from April 14 to May 15.
2. University of Rhode Island's Founders Day will be held on April 25. The day is planned in conjunction with the URI Foundation to encourage fundraising among alumni, faculty and friends of the University. CELS faculty who are current donors to the University are asked to help recruit colleagues of like mind to consider CELS and URI in their philanthropic planning.

Meredith Silvia

1. The first of several replacement copiers from Ricoh are due to be delivered to the college beginning on April 17th.

Old Business:

There was no old business

New Business:

There was no old business

Adjournment: *It was moved & seconded to adjourn. The meeting was adjourned at 2:25pm.*

Respectfully Submitted:
Michael A. Rice, Faculty Secretary