

Minutes of the September 10, 2018 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 10:15 am at the CBLS 435 conference room. Members present were Department Chairs Dalton, Gomez-Chiarri, Mitkowski, Savage, Preisser, Sun and Uchida; Associate Deans, Sheely, Thornber and Veeger; *ex-officio* members Morreira, Palmer and Silvia; and Faculty Secretary Rice. Absent members were Department Chair Gold and Dean Kirby. Associate Dean Veeger presided.

Approval of the Minutes: A motion was made by Preisser and seconded by Mitkowski to approve the April 23, 2018 Minutes of the Executive Council, and the minutes were approved unanimously.

Announcements:

Associate Dean Veeger:

- 1) Bryan Dewsbury will be conducting a Brown Bag Seminar on Inclusion and Diversity at the Multicultural Center 11:30-1pm today (Sept 10).
- 2) Plans are underway for a CELS Hall of Fame event honoring Peter August and Linda Sebelia at the Malted Barley in Providence.
- 3) There are Promotion and Tenure Training Sessions being developed by the Provost's Office aimed at assisting people in properly using the on-line portfolio system. Dates and times are: Monday, September 10, 9:00am-11:00am; Tuesday, September 11, 2:00pm-4:00pm; Wednesday, September 19, 1:00pm-3:00pm; and Thursday, September 20, 12:30pm-2:30pm in the President's Conference Room, Green Hall. Faculty under review this year are encouraged to participate.
- 4) A new Development Officer Skip Wilson will be joining CELS in the next few weeks replacing Kari VanBuren.
- 5) Course fees are being reviewed and are in the process of being updated.
- 6) Advising Retreat have been conducted by Kim Anderson for MAF, ENRE, CMB & FAVS. Retreats for the other departments are being scheduled for the Fall Semester.

Associate Dean Sheely & Meredith Silvia:

- 1) There will be revisions to the Greenhouse Cost Center policies to address the problems of declining usage and a budget shortfall of \$80,000. Elements of the restructuring of the cost center operations include the following elements:
 - a) the Greenhouse Manager position will be eliminated
 - b) the facility becomes 'self-service' for users
 - c) users are responsible for care of own plants
 - d) pots will be provided to users for as long as the supply lasts
 - e) rate for space will be \$0.75/ sq. ft./month or <50% of the past rate
 - f) external space (outdoor on concrete pads) will be included in the fee structure at a reduced rate to be determined
 - g) Blocks of space will be available in different sizes
- 2) Update in Unit Budgets: Dean Kirby is reviewing the financial portfolio going into a tighter budget year in comparison to the last few years. There may be possible budget reductions in January. Departments are asked to operate on the basis of necessities only.

Associate Dean Thornber:

- 1) There will be three vacancies on the Research Committee due to sabbaticals and a resignation of one member. Katherine Petersson of FAVS has agreed to run to fill the permanently vacating seat. Departments that have faculty on sabbatical are asked to provide a temporary replacement from their department on the committee.
- 2) Full staffing of the Research Committee is critical this semester to support the strategic planning effort announced by Dean Kirby. The strategic plan for research makes up 1/3 of the overall CELS Strategic Plan; the Cooperative Extension portion of the plan is completed

Faculty Secretary Rice:

- 1) Faculty Secretary Rice will be following up with department chairs to prepare for an on-line election for the vacant seat on the CELS Research Committee and the still vacant seat on the URI Faculty Senate.
- 2) The plan of Dean Kirby is to have the CELS Strategic Plan (with three elements of Academic Teaching, Research and Extension) to be reviewed and discussed by the CELS faculty at the December Faculty and Professional Staff Meeting. Ratification of the strategic plan will be scheduled for a February 2019 College-wide meeting. Faculty Secretary Rice will work with the associate Deans to bring forth the strategic plan drafts forward for faculty ratification.

Other Announcements:

- 1) Dept. Chair Gomez-Chiarri mentioned that the EPA awarded Volvo Ocean Race Celebrations an award of merit for environmental outreach efforts at the summer event in Newport. CELS students and faculty were part of the effort.
- 2) Department Chair Dalton announced that Professor Dennis Nixon was recognized by Senator Sheldon Whitehouse for his distinguished career in Marine Policy
- 3) Department Chair Uchida mentioned that the Cooperative Institute for the North Atlantic Region (CINAR) is renewing it's cooperative commitments, so there may be opportunity for CELS to participate with them more widely (see: www.cinar.org).
- 4) Department Chair Preisser mentioned that there are periodic workshops on proper responses to reported harassment incidents. It is a good idea for all CELS professionals to be aware of the reporting process to prevent undesirable legal jeopardy.
- 5) Meredith Silvia mentioned that there are workshops for administrative personnel in need of information about how lab safety protocol, such as MSDS requirements for chemical purchases and the like. It is useful for administrative staff to know a little about laboratory management to be able to better assist the faculty.

Old Business: There was no old business.

New Business: There was no new business

Adjournment: *It was moved and seconded to adjourn at 11:10am*

Respectfully submitted:
Michael A. Rice, Faculty Secretary