

Minutes of the September 21, 2020 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:am pm via Webex Teleconference due to in-person meeting restrictions resulting from the COVID-19 pandemic. Members present were Department Chairs Chandlee, Dalton, Gold, Mitkowski, Petersson, Roberts, Savage and Uchida; Associate Deans, Sartini, Sheely, and Wilga; *ex-officio* members Palmer, Silvia, and Wilson; and Faculty Secretary Rice. Dean Kirby was absent. Associate Dean Sheely presided

Approval of the Minutes: *A motion was made by Gold and seconded by Dalton to approve the May 5, 2020 Minutes of the Executive Council. The minutes were approved unanimously. A motion was made by Gold and seconded by Roberts to approve the September 3, 2020 Minutes of the Executive Council. The minutes were approved unanimously.*

Announcements:

Associate Dean Sartini

1. Course schedules for Spring 2021 are now being developed, with seniors expected to begin registering on October 16. A spreadsheet is being sent around to departments as to course offering mode (i.e. face-to-face, on-line or blended), and expected enrollments so classrooms with modified seating capacities can be scheduled.
2. Spring break has been eliminated for 2021 by Faculty Senate action. Classes will end a week earlier than originally scheduled and there will be three reading days before final exams commence.
3. Vice Provost Veeger sent an email about some students complaining about the delivery of asynchronous on-line courses. Students are feeling ‘detached.’ Associate Dean Sartini stated that she had heard of no complaints about any CELS courses, but faculty should be mindful of student engagement.
4. There are some residual problems with some students having trouble switching from the my.uri.edu to the uri.edu servers. Student Affairs is working with students to get the transition fully completed.
5. Open House is scheduled for Saturday Sep 26 at 10:20-11:05am.

Associate Dean Wilga

1. There has been some issues with students ignoring the up-down designations of stairways in CBLS. Additionally, there has been instances of crowding in elevators and students sitting at tables without masks. It was suggested that signs be made for the tables urging mask wearing and that students disinfect the table space when they are done using the wipes from the strategically placed buckets. General discussion commenced about the configuration of up & down staircases in CBLS, given that the central stairs are ‘open air’ and side stairwells are wide in comparison to other buildings. Concern was that increased traffic through the research wing due to the stair configuration might actually be counterproductive. Associate Dean Wilga will follow up with Facilities.
2. Dean Wilga sent out a survey on research space needs. There is a general need for storage space for field gear and shared equipment rooms.
3. The seawater pumphouse at GSO will be moved in a general revamp of the dock area to accommodate the new research vessel. Keep in touch with Associate Dean Wilga about seawater needs & issues that need to be raised concerning the transition period between pumps.

4. There is a general concern that the newest faculty may be feeling disconnected. She suggested that faculty mentoring be more robust than it has been in non-Covid times. A fiscal orientation for the new faculty was discussed, as was a plan to have a general web meeting for new faculty to build a feeling of camaraderie and *esprit de corps* among the group.

Associate Dean Sheely

1. Associate Dean Sheely asked for student nominees to be featured as the October “Big Thinker” in CELS communications. Recent students have been featured from the FAVS and NRS programs. Contact Associate Dean Sheely with nominations.

Skip Wilson

1. The URI Foundation Day of Giving is scheduled for October 1. All are encouraged to participate with prizes given to units with the highest percentages of donors. CELS is encouraging donations to be specified for a number of URI Foundation funds managed by CELS that support our programs. A high number of participating donors is the key goal.

Meredith Silvia

1. Meredith is gathering up requests for teaching needs to cope with remote learning and other issues related to the Covid-19 pandemic for submission to the Provost’s Office. Department chairs are asked to collect and forward specific requests to her.

Old Business:

There was no old business

New Business:

1. Department Chair Uchida raised the issue of policies of budget sharing as a percentage of budget on grants vs. based upon percentage of intellectual credit or effort. There may be big discrepancies between the two. Discussion ensued with the issue of new faculty being asked to contribute salary match to large grants that might preclude them from future match commitments on their own projects. Faculty are urged to develop budgets early on in the process and work with the deans office so that these issues can be worked out early and fairly, especially if multiple colleges are involved. In this discussion of grant budgeting, Associate Dean Sheely pointed out that there is an existing set of guideline on publications (dated 20 Feb 2018). See Appendix 1 for details.

Adjournment: *It was moved and seconded to adjourn at 10:02am*

Respectfully submitted:
Michael A. Rice, Faculty Secretary

Appendix 1

URI CELS Guidance on Publication Costs

The guidance below is provided to clarify expectations for funding of publications related to research and/or extension activities.

- Prior to submitting a manuscript for publication, faculty should identify the funding mechanism to cover any publication charges required by the journal.

- CELS faculty and staff should budget for page charges and other publication costs when submitting grant applications. If publication costs are not an allowable budget item, faculty and staff should plan to use returned indirect costs to meet these expenses.

- If no startup funds, returned indirect costs, or grant funding is available, limited funds may be available through each academic unit's budget. Requests should be made to the faculty member's department chair; chairs should track these costs for their respective departments. These funds come from the Dean and should be viewed as the Dean's contribution.

- Hatch grant funding is available to support publication costs associated with approved Hatch projects as follows:

- Hatch regular: faculty should include publication costs when developing a budget for their Hatch project.

- Hatch multi-state: faculty may request Hatch funding to support up to half of their costs associated with publishing research related to their Hatch multi-state project. Faculty may request additional publication support through their department chair if no overhead or other grant funding is available.

- For faculty with start-up funding, please consult with Meredith Silvia for an appropriate start-up chart field string to pay for publications resulting from research conducted prior to joining URI. Hatch funds cannot be used for those publications.

- McIntire-Stennis capacity grant funding may be used to pay for publications related to approved McIntire-Stennis projects. These costs should be included in the project proposal.

Policy Note: Proper acknowledgement of your public funding in published articles, manuscripts, dissertations, posters, presentations, inventions, patents, and press releases is critical for the success of the agency's programs.

- For Hatch, Smith-Lever, or McIntire-Stennis funding, please use the following language to acknowledge NIFA support:

“This work is/was supported by the USDA National Institute of Food and Agriculture, [insert project type, e.g. Hatch/Smith-Lever/McIntire Stennis] project accession no. [insert accession number].”

- For funding provided by other agencies and organizations, including URI, please acknowledge support according to the guidance provided by the funder.