

## Minutes of the August 26, 2022 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 1:00PM in CBL5 435. Members present were Department Chairs Becker, Paton, Petersson, and Sheridan; Associate Deans, Sartini, and Wilga; Faculty Secretary Rice and *ex-officio* members Palmer, and Silvia. Department chairs Chandlee, Mitkowski, Roberts, and Uchida, Associate Dean Townson and *ex-officio* member Wilson were absent. Professor Brown represented PLE, Professor Camberg represented BIO, and Professor Fastovsky represented GEO. Dean Kirby presided.

**Approval of Minutes:** *It was moved by Paton and seconded by Fastovsky to approve the April 17, 2022 Minutes of the Executive Council. The minutes were approved unanimously as presented.*

### Announcements:

#### *Dean Kirby*

1. There is a new AAUP Contract with some changes to Promotion and Tenure protocols. Candidates will need to submit the names of potential external peer reviewers by May 1; Covid delays do not add time for 4-year reviews; A minimum of 3 external peer reviewers will be required, that is likely to require 5 to 8 requests for external reviewers being made. The Council of Deans will determine if candidates are on the proper path or not prior to mandatory decision years so as to avoid surprises.
2. University-wide strategic planning is moving ahead, which is corresponding to the ending of the CELS 2018-23 Plan. Associate deans will be working with the appropriate CELS standing committees on various aspects of a new CELS five-year plan.
3. The university-wide budgeting for FY2023 is about to be released. The indication is that there will be increasing college budgets to enable 'responsibility-centered budgeting.' CELS (FY 2022) has been faced with a current budget that is 97% fixed costs that makes any discretionary local budget decision making problematic.
4. There are faculty searches underway in PLE and MAF. Professor Sproul of ENRE has left the university creating a vacancy. Departments should be carefully assessing their needs for replacement and new faculty lines so that an inventory of CELS 'requested positions' can be built up.

#### *Associate Dean Sartini*

1. There is a database for TA allocations in CELS, and a new effort to grow TA lines through the Graduate School. There are discussions underway with Dean DeBoef about requests for new TA lines and strategies for growing research programs through funding of TA lines. There is an estimated shortage of 220 TA lines across the university, so this as a budget investment area would be substantial.
2. Kim Anderson is working to improve the CELS student advising. Dr. Jacqui Springer of the Office of Student Support and Advocacy Services has announced that there is a new set of processes for student outreach that can be found on their website <https://web.uri.edu/deanofstudents/outreach/>
3. All drivers of vans will be required to complete an annual van driving safety refresher course to satisfy insurance requirements. Oliver Palmer the new Interim Coordinator of Operations, will be developing a schedule. First offering will be in the afternoon of September 1.

#### *Associate Dean Wilga*

1. There will be an effort in cooperation with the Space Committee to inventory graduate student desk space and assure equitable assignment of available space and desks. MESM students are especially faced with a shortage of office space. Thesis-based students would ideally be located close to the laboratories.

2. For Land Grant (USDA-NIFA) RA funds, Associate Dean Wilga needs to sign off, particularly in the case of start-up money used for RAs assigned to new faculty.
3. There will be some ongoing repairs over the next year to the CBLS exterior facade over vapor barrier issues that will involve window removals. Timing of the work will need coordination with class scheduling.
4. There is a search underway for a permanent CELS operation Manager recently vacated due to the recent retirement of Nasir Hamidzada.

***Meredith Curfman***

1. Effort certification reports will be sent out over the next couple of weeks
2. There is a new system by supervisors being able to complete time sheets for grad students to allow for faster overall approval. Grant PIs should consult Meredith about the new system
3. Kathy Gray has been on boarded with the CELS staff as Grant Specialist to assist with both pre-award and post-award administrative issues.

**Old Business:**

1. There was no old business.

**New Business:**

1. There was no new business

**Adjournment:** *It was moved & seconded to adjourn. The meeting was adjourned at 1:50pm.*

Respectfully Submitted:  
Michael A. Rice, CELS Faculty Secretary