

**Council of Rhode Island College, 2018-2019  
 Council Meeting  
 Friday, December 14, 2018  
 2:00 – 3:30 p.m.  
 Faculty Center Main Dining Room, Donovan**

**MINUTES**

*Present:* R. Auld (for K. Tunnicliffe), M. Baker, A. Barlow, E. Basile, N. Blasdell, V. Bohlinger, T. Borgerding (for M. E. Kregler), E. Christiansen, R. Clark, C. Connelly, J. Diem, L. Downes, M. Duncan, J. Eagle, D. Freeman, B. Holmes, K. Jinsoo, D. Kaspin, A. Kazemi, K. Kemp, R. Kim, M. Lawrence, P. Mettauer, M. Mock, A. Montali, M. Motte, S. Oliveira, S. Pearlmutter, J. Percy, L. Pinheiro, M. Raimondo, J. Rosario, F. Sánchez, A. Shonkwiler, A. Smuts, P. Tiskus, S. Weiss, B. Young

*Excused:* none

*Absent:* none

1. Call to Order	2:04pm
2. Minutes of the November 9, 2018 Council Meeting	R. Clark made motion to approve minutes; A. Barlow seconded. Approved with minor change.
3. Chair’s Updates	<p>Vincent Bohlinger (Chair of Council):</p> <ol style="list-style-type: none"> <li>1. ‘Absent’ vs. ‘Excused’ from Council meetings: Clarification that ‘excused’ means that the individual was in touch with the Chair or Secretary about being unable to be present. Council members were encouraged to have a substitute attend if an absence is unavoidable.</li> <li>2. Class size: The new faculty contract no longer contains language that guarantees class size, but the administration has been adamant about maintaining current class sizes. Council, Undergraduate Curriculum Committee, and the faculty union will be working together to develop policy language about class size linked to best practice pedagogy. Anyone with ideas is asked to contact V. Bohlinger.</li> <li>3. Faculty handbook: The college does not have a faculty handbook. Council will soon initiate the drafting of one.</li> <li>4. Council email address: V. Bohlinger believes that the Council Chair should have an email address that has access to faculty and staff in order to efficiently disseminate Council information</li> </ol>

	(such as newly approved academic policies). Protocol for such email access will be developed.
4. President's Discussion Items	<p>Frank Sánchez (President):</p> <ol style="list-style-type: none"> <li>1. Discussion of faculty contract and legislative priorities.</li> <li>2. This year's RIC Gala is scheduled for April 25, 2019 at Twin River Casino. There is a plan to decrease price for faculty, staff, and administrators for the fund raising/celebration to increase participation and support.</li> </ol>
5. Commencement	<p>Kavinda Arthenayake (Director of College Events &amp; Conference Services &amp; Commencement, Chair of the Committee on Convocations):</p> <p>Distributed a handout regarding two options for this year's commencement ceremony. Discussion. Motion to accept a single combined undergraduate and graduate commencement ceremony was made by R. Clark and seconded by A. Shonkwiler. Motion approved with 2 abstentions.</p>
6. CAPP Proposals	<p>Paul Tiskus (Chair of the Committee on Academic Policies and Procedures) and Holly Shadoian (Vice Provost):</p> <ol style="list-style-type: none"> <li>1. Proposal 18-19_001 (Transfer Minors): H. Shadoian presented PowerPoint slides. Discussion. Motion to approve proposal by C. Connolly, seconded by M. Motte. Proposal approved.</li> <li>2. Proposal 18-19_002 (Residency Minors): H. Shadoian presented PowerPoint slides. Discussion. Motion to approve proposal by R. Clark, seconded by M. Baker. Proposal approved.</li> </ol>
7. Open Source / Open Access	<p>Dragan Gill (Co-Chair of the Rhode Island Open Textbook Initiative Steering Committee) and Bin Yu (Director of Management Information Services):</p> <p>Discussed open textbooks and the process by which our textbooks selections will soon appear with course lists in MyRIC in order to improve student access.</p>
8. ICE Protocol / Critical Incident Response Team	<p>Anna Cano-Morales (Associate Vice President of Community, Equity, and Diversity):</p> <p>A document was distributed to members of Council concerning</p>

	campus protocol in the case of ICE showing up. Discussion about undocumented students on campus. There will be a training session in January for any interested faculty and staff.
9. Faculty Survey on Scholarship and Development Priorities	<p>Natasha Seaman (Chair of the Committee on Faculty Scholarship and Development):</p> <ol style="list-style-type: none"> <li>1. A draft of upcoming faculty surveys concerning funding priorities for applications was shown.</li> <li>2. The survey, mandated by the faculty contract, aims to align committee priorities with those of the faculty overall while making the funding decision process more transparent.</li> <li>3. The survey will be distributed in January 2019.</li> <li>4. In addition to Mini Grants (up to \$1,500) and Major Grants (up to \$4,000), Reassigned Time will be awarded this spring as well.</li> </ol>
10. Open Discussion	None
11. Adjournment	Motion to adjourn made by M. Motte and seconded by B. Young. Meeting Adjourned at 3:37pm.
	Minutes taken by Nancy Blasdell, Secretary of Council