

# Forestry Executive Committee

February 27, 2007

1:30-5:00 p.m.

RH 115

## Summary

*"Far and away the best prize that life offers is the chance to work hard at work worth doing." --Theodore Roosevelt*

Committee Members Present: McLain, Hobbs, Lachenbruch, Salwasser, Admiral, Walstad, Tesch, Johnson, Adams, Montgomery, Lacey

**1:30 Department, Department Head, and Associate Dean Reviews Hobbs**

Summary: Continuation of previous discussion regarding reorganizing Department, Department Head, and Associate Dean reviews to include the 360 degree review required by the University for administrators and coordinating annual Department and Provost's reports.

1. **Annual Department Reports** - At the last meeting there was concern over whether the components/format of the annual report to the Provost would remain the same as last year. We checked with Gigi Bruce and found that they do not foresee any changes. Steve Hobbs created a hybrid draft which integrated the Provost's Annual Academic review questions and the department reports to Hal and asked for feedback from the FEC.

**ACTION:** The FEC agreed to go ahead with this format for the Department yearly reports with the understanding that small adjustments can be made as needed through discussion in the FEC. They also agreed to make the individual department reports no more than 10 pages and that they would be due to the Dean's office by July 1 of every year.

2. **Annual Department Head and Associate Dean Performance Reviews:** The FEC reviewed and discussed the University's annual 360 review process. This process gives people outside the chain of command an opportunity to provide input into the review process. Since this is a University process we need to be in compliance. The compilation of the review materials would be coordinated out of the Dean's office. The compiler would need to be someone not directly supervised by the one being reviewed. Details of this will be ironed out later.  
Questions/Concerns – Will the anonymous review information go in the permanent personnel file?  
Can those being reviewed create a brief statement to include in the documents that are given to reviewers that helps put things in context?

**ACTION:** The FEC agreed that we need to comply with the University's process and to start this year. The written reports will be due no later than July 1st and the in person reviews with the Dean will be conducted sometime during the summer. Intensive 5 year reviews are due for two department heads. The FEC agreed to initiate the scheduling of the five year review process on July 1, 2007 to be conducted in the fall. The five year review process involves a committee, a 360 degree review and reaches outside the College for input.

Information and Discussion  Decision/Action Item  Attachment draft

**2:15 Distinguished Professor Nominations Hobbs**

Summary: The provost is seeking nominations for distinguished professors. Nominations are due by March 21, 2007. See attachment for nomination criteria.

The last award winner from COF was Norm Johnson and before that it was Jeff Morrell.

**ACTION:** A faculty member deserving of the award was identified and will be nominated by the department head.

**ACTION:** Rose will compile a list of University awards. Hal wants us to start nominating a COF person in each category and discuss at the next FEC meeting.

Information and Discussion  Decision/Action Item  Attachment

**EXECUTIVE SESSION**

**2:30 Plan for Closing the Budget Gap Hobbs**

Summary: Steve Hobbs shared the **draft of a timeline** he created to guide our budget realignment process and reviewed a draft spreadsheet which Tom McLain created which summarizes the cumulative effect of debt as each year passes.

**ACTION:** Add major benchmarks for tentative timeframes when news will get out to the College and plan an All College Meeting accordingly.

- Mid March co-chairs budget
- Early May Provost’s realignment budget
- Early July – Final state budget

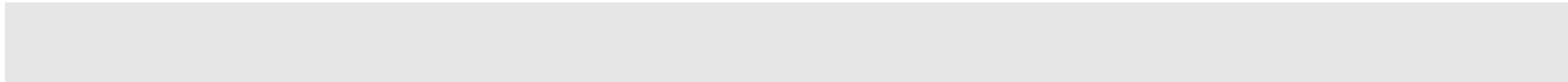
Change advisory teams’ charters to provide “advice and council” rather than “recommendations”. Steve will make the necessary changes and get the forms back out for review by FEC.

Tom McLain spreadsheet handout – Tom created a draft spreadsheet to see if it would help to look at what we came up with at the budget retreat in a more specific and structured way. The benefit of this format is that we are able to see the cumulative impact of foregoing decisions. (This is just an example – numbers are not real)

**ACTION:** FEC liked Tom’s spreadsheet. Roger will work on populating the spreadsheet and combining his previous work with this for discussion at the next FEC meeting.

Information and Discussion  Decision/Action Item  Attachment

**3:15 BREAK**



Summary: The FEC discussed ways to clarify the charters for the seven advisory teams that have been formed to address various dimensions of budget/reorganization issues.

Steve Hobbs produced a draft document which compiled all the information and direction thus far to the advisory teams as well as a table listing the chairs and volunteers. The FEC reviewed the documents and discussed the charges and sideboards to provide as much clarity as possible for the teams. Steve will be meeting with the Advisory Team chairs on Friday, March 2, 2007.

**4:30 Other**

**Sustainable Forest Partnership** - Jim Johnson brought forward a request from the Sustainable Forest Partnership asking the FEC for \$5,000 to help fund their next seminar series. They are asking for the larger budget to bring in higher profile speakers for their series. FEC appreciates the hard work and value the Partnership has added to the College but due to the current budget challenges cannot commit any funds. Jim commented that they will continue the series but locate local speakers.

**Blodgett Plan** - Steve Hobbs has asked John Sessions to work on creating a new strategy for the Blodgett Plan to start in the fall.

**ACTION:** Steve Hobbs and Steve Tesch will work together to create next steps.

**Starker Lectures**– Hal Salwasser will be meeting with Doug Maguire, Paul Adams, and Rick Fletcher who have volunteered to co-chair the Starker Lecture Series. Hal also met with Barte and Bond Starker to gain their feedback on how they feel the lectures have been going and what they hope to see in the future.

**5:00 Adjourn:****Upcoming Key Dates:**

- 3/13 COF Faculty Meeting with Sabah Randhawa and Ed Ray, 2:30 - 3:30 pm, RH 107
- 3/14 Next FEC Meeting, 1:30 - 5:00 pm, Pvy 143
- 3/15 CFAC Meeting, 1:00 – 3:30 pm, RH 115
- 3/15 Terri-Lynn Williams-Davidson, LaSells, 4:00 pm
- 3/16 Dean's Listening Meetings with Professional Faculty, Professorial Faculty, Classified Staff and RA/FRA's
- 4/5 Jerry Franklin Starker Lecture, LaSells, 4:00 pm
- 5/3 Pamela Matson, Starker Lecture, 107 Richardson Hall, 4:00 pm