

Meeting Minutes
Forestry Executive Committee
August 19, 2008
Richardson Hall 115

Members Present: Tom McLain, Roger Admiral, Tom Adams, Jim Johnson, Barbara Bond, Darius Adams, Claire Montgomery, Ed Jensen, Hal Salwasser, Steve Hobbs and Katherine Morris

Guests: Nathalie Gitt, Misty Lebahn, Rayetta Beall, David Zahler

Handout Materials Provided FEC Members (attached):

1. Fernhopper 2008 PPT planning committee update (Nathalie Gitt)
2. Fernhopper 2008 Tailgater color flyer (Nathalie Gitt)
3. College of Forestry Financial Statement FY08-FY11 without POP request for 09-11 (Roger Admiral)
4. Essential Fiscal Year (09) Expenses (Excel document, Roger Admiral)

Announcements

None

Fernhopper 2008 Update – Nathalie Gitt

Nathalie presented a PPT overview of the current committee plan for the Fernhopper 2008 event and requested input from FEC members concerning event details and logistics.

Decision

FEC members decided not to pursue serving alcohol. There are too many constraints to maintain the casual environment desired. For background music, it was suggested to invite interested CoF students to participate, they would get free barbeque, however not receive monetary compensation. One hundred attendees would be the best number for planning purposes. Burtons Catering was selected to cater the event. The time for the event will be 4:00 to 6:30 pm when faculty and staff would be available to assist with the event and attendees would have access to the Truax Center shuttle. The RSVP process would be drop-in with no sign-up to maintain the ideal casual gathering. FEC members discussed changing the Fernhopper designed image in the advertisement posters to give the Fernhopper a more contemporary look and to reflect a more diverse student population.

Peace Corps Master's International Program – Jim Johnson

Jim explained that the College of Forestry had submitted a proposal in the fall of 2006 in response to an RFP. Approximately forty schools replied. The College of Forestry's

proposal was not accepted. This year, a specific focus on Forestry was offered, however the FEC decided not to pursue the RFP. David Zahler, without prior knowledge of the FEC decision, decided to submit a proposal, which was accepted. This has made OSU the only Oregon University to participate in the program. . In addition, both UW and WSU are program participants. The FEC discussed the next steps: an MOU will need to be signed, a program coordinator identified, and an annual report submitted to the Peace Corps.

Decision

David Zahler will reallocate 0.1 FTE of his time to be the program coordinator with **Jim** providing administrative oversight to get the program off the ground. The MOU is a two year commitment. **Susan Morre**, while on assistantship, can devote some time to this project, however her assistantship will be ending soon.

FY08-09 Essential Budgets and College Balance Sheet Projection (preliminary data) - Roger Admiral

Roger asked FEC members to review financial handouts (preliminary FY08-09 essential budget and College balance sheet projection through FY12) and opened discussion for questions, concerns, and comments. Roger mentioned that these reports are a quick snapshot that will be refined as more information is gathered.

Comment: The balance sheet projects a positive ending balance through the next four years for the College Forest Properties balance although expenses continue to exceed revenues. Basically, reserves are not being drawn down as fast as they were two years ago. Although the financial situation is much better than it was two years ago, deficit spending is still a serious problem the College must face.

Comment: There is currently no centralized funding for University interdisciplinary programs like the Natural Resources degree program. The departments that teach the degree courses receive the credit while the departments that manage the programs have no direct benefit from the tuition earned.

Comment: The College's Policy Option Package (POP) proposal for the Legislature includes additional funding for CIPS, WRC, OWIC, Forest Health and Renewable Bio-based Energy plus new funding to expand efforts in Forests and Climate and Urban Forestry. The POP request is \$900k for the biennium. The industry will be asked for a matching increase in the Harvest Tax.

Comment: Urban Forestry Initiative – requires faculty, capacity to deliver programs, and a presence in the Portland area. This would be a partnership with the Department of Horticulture.

Concern: Darius wondered how retirements over next few years will impact budget savings and how we'll decide on which positions to replace.

Concern: The operating budget for College Forest Properties is too high to be sustainable in the years ahead. High costs reduce earnings available to support College programs.

Concern: Need to have further discussion on the cost to maintain roads on College Forest Properties.

Comment: The Annual Report to the Provost implied that some programs might need to be terminated if the overall funding does not improve next year.

Comment: We need to consider the potential impacts of legislative reductions this next session.

Concern: The College financial condition is very dependent on timber sales, and a lot of assumptions have been made regarding this source of revenue. The projections indicate that we are in a fragile position, so it might be too early to consider our financial shortfalls as a thing of the past.

Comment: We need to consider what we want the College to look like with respect to disciplinary expertise and programs. We are at risk of utilizing faculty retirements to meet budgetary needs. We must be able to hire strategically in the disciplinary areas the College needs.

Comment: The number of graduate students is down to about 3 per faculty member on average.

Concern: The dollars provided for instruction are going down vs. faculty salaries going up – a dilemma.

Decision

Steve and **Darius** will follow-up with a discussion with Dave Lysne about information presented in the College Forest Properties CY09 Budget proposal with particular reference to road maintenance expenses. Hal requested that **Darius** continue to monitor and report back on retirement concerns.

Strategic Planning – Steve Hobbs

Steve asked the FEC to have a conceptual discussion about the process for developing the next strategic plan for the College.

FEC members discussed a “visioning” process (developing plans for alternate scenarios versus predicting the future) to address a more adaptive strategic plan to meet the challenges of international, national and state changes in forestry. FEC members agreed they need to be more actively involved, early on, this time around. They need to develop

at least a three month time period for stakeholders to have an opportunity to visit the committee and offer their views. Suggestions included developing a guide for the process and possibly bringing in an outside consultant.

Some of the questions suggested for future discussion were: Do we plan for elimination of some programs and if so, how should this be approached? Should we be so reliant of revenues from College Forest Properties? What do we want the College to look like in 4-5 years? How will we integrate this vision with financial reality?

We need to prioritize positions and programs. As part of the planning process we also need to develop alternative futures and figure out we would respond under different circumstances (scenario planning).

It was suggested the FEC develop a plan on how it will actually do strategic planning. It was also suggested that the adaptive visioning should be completed by Christmas. This needs to be consistent with the new themes and messages being developed by the University.

Hal suggested review of the Lipman Hearne study and offered that the Provost's Retreat this year will provide more insight into the University's themes that will, by then, be narrowed down to three.

Decision

Steve will draft several concepts for the strategic planning process for the FEC to consider.

Other Items

Dean's Fund for Innovation and Excellence (Brainstorming) – Hal Salwasser

Hal asked the FEC for advice on how the College can use funds accumulating in the Dean's Fund for Innovation and Excellence. First, he explained that the goal is to accumulate five million dollars that would generate \$250K spendable each year. Second, he hopes to gain ten new members for the Board of Visitors as part of the Capital Campaign. Each of the board members is required to donate \$10k each year for three consecutive years. Third, the Maybelle Clark Macdonald Fund will contribute a minimum of \$20k and will match the donations from the Board of Visitors if Hal is able to recruit 10 new members by Nov 30, 2008. The College would receive the first check from the Maybelle Clark Macdonald Fund Jan. 1, 2009.

Hal also mentioned it is extremely important how the College chooses to utilize funds received from the Maybelle Clark Macdonald Fund. Jennifer Niedermeyer informed Hal that if they like how we initially use the funds, they will most likely stay involved for the long term. However if not impressed, the College would loose the Maybelle Clark Macdonald Fund support after the first year.

FEC members made several suggestions to Hal about how the funds could be used including designing new courses, new research initiatives, and putting more money into existing initiatives that are undercapitalized. The FEC also discussed the need for a RFP and to put in place a transparent process to evaluate proposals using a faculty panel. In addition, the funds could be used to move the College in new, strategically important directions. Some concern was expressed about faculty already being over committed for the next few years effectively precluding them from participating in the RFP process. Also, the College should not divert faculty from working on existing essential programs.

Update on DH Searches – Tom Adams and Darius Adams

Tom updated the FEC on the progress of the FES DH search. The number of candidates being considered for further evaluation has been narrowed down to five. The next steps are to check references and then involve the FES department in the review process.

Darius updated the FEC on the progress of the FERM DH search. The position is now being advertised.

Meeting adjourned at 5:00 p.m.

Minutes by Katherine Morris