

**Forestry Executive Committee
Meeting Minutes
October 27, 2008
Richardson Hall 115**

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

Guests: Josh Baur, David Hibbs, Paul Doescher, Susan Morre, Penny Wright, Lisa Ganio, Alfonso Bradoch

FEC website: <http://www.cof.orst.edu/cof/admin/execom/index.php>

Handout Materials Provided FEC Members:

1. Research Equipment Reserve Fund (RERF) Proposals – Hard copy handouts distributed by Jeffrie Husband prior to the meeting.
2. Proposal to Initiate a New Instructional Program for a Master of Natural Resources – PDF copy available on the FEC Website.
3. Coordination of COF Graduate Programs Discussion – PDF copy available on FEC website.
4. Strategic Planning: Initial FEC Discussion Paper – PDF copy available on FEC website.

Announcements

Steve Hobbs distributed an updated FEC meetings schedule and reminded the committee about the Fernhopper event this Saturday, November 1st.

RERF Proposals - Steve Hobbs

The committee reviewed two Research Equipment Reserve Fund (RERF) proposals which requested matching funds from the College:

- 1) Barbara Bond for \$10,000 – to purchase an isotope spectrometer
- 2) Fred Kamke for \$2,100 – to purchase a cryostat microtome system

Decision: The FEC approved providing matching funds for both proposals should they be selected for funding by the Research Office. Hal noted that this was a perfect example where the college could use the Dean's Fund for Innovation and Excellence to fund these requests.

Action Item: Steve Hobbs will let both faculty members know about the decision.

Update on the Master Natural Resources (MNR) Degree Program - Steve Radosevich and Badege Bishaw

Badege gave an update on the Category I Proposal for the Master of Natural Resources (MNR) Degree Program. Faculty leaders are Paul Doescher, Badege Bishaw, and Steve Radosevich. The presentation included program description and goals, statewide and institutional needs, steps in program development, methods of delivery, curriculum, admission requirements, student advising, advising committee, graduate teaching faculty, administration of the MNR, staff to support the program, and funding for short term and long term support. A copy the proposal is available on the FEC website at <http://www.cof.orst.edu/cof/admin/execom/index.php>.

FEC members had questions and concerns and offered some feedback on how to improve the success of the program. Most of the concern and questions revolved around funding issues and the need for an introductory or integrative/interdisciplinary course that all MNR students would be required to take. There was also concern that the allocation of 0.5 FTE for the Program Director was too high.

This was an information item only and no decisions by the FEC were required.

Coordination of Graduate Programs - Claire Montgomery

Claire brought up a concern about the effect of reorganization on the current coordination of the graduate programs and the possible need for college-level coordination. She provided a handout which identified some alternative options for discussion:

- 1. Maintain current program areas administered by depts.
- 2. Three graduate programs aligned with new depts.
- 3. Administer graduate programs at the college level.
- 4. A hybrid of numbers 2 and 3 above

Decision:

After much discussion the FEC agreed this is an important issue that needs to be addressed but will wait to let things settle down from the reorganization before considering further action.

Strategic Planning - Steve Hobbs

The FEC discussed the process for revision of the College Strategic Plan. This included the purpose of the revised plan, characteristics and guidelines the subcommittee developed, three planning phases, timeline, and whether there is a need for a small planning work group or team.

Goals for the Plan

The FEC modified the draft goals for the Plan to read:

- 1) To achieve financial sustainability.
- 2) To ensure a national and international reputation for excellence in targeted existing or emerging teaching, research, and outreach programs.
- 3) To invest in programs that have significant impacts to Oregonians and beyond while being true to our Land Grant mission.

Desired Plan Characteristics and Guidelines

The FEC modified two of the 10 desired plan characteristics and guidelines (numbers 1 and 3) to read:

- 1) Provides a vision of how the College will meet the three goals.
- 3) Describes priorities for current programs and any new areas for growth future college programs and explains rationale for those priorities.

Phase II Scenarios

The Dean told the FEC that a third, more positive financial scenario is needed; one that is modestly optimistic.

Other FEC Comments and Suggestions

- We need to develop realistic financial scenarios, analyze the information available to us (e.g., SWOT information), and then develop alternatives to deal with the different scenarios.
- Find out how other academic forestry institutions are coping with their financial situations.
- The SWOT information will be important.
- We need to examine human resource issues (e.g., potential retirements) and job markets.
- Consider collecting SWOT information from the Board of Visitors, FRLAC, and the conservation community.
- Once the SWOT information has been collected, ask a small group of knowledgeable outside experienced administrators to examine it and provide their interpretation. Suggested individuals included Pam Madson, Susan Stafford, and Gayle Achterman.
- We should recognize the need for departmental meetings that more fully engage faculty, staff and students in the planning process.
- Internal and external stakeholders should be engaged throughout the process including the University administration.

Decisions:

A Strategic Planning Team (SPT) will be formed. Members are Darius Adams, Tom Adams, Barbara Bond, Lisa Ganio, Steve Hobbs (chair), Fred Kamke, Tom McLain, and Randy Rosenberger.

SWOT information will be collected from FRLAC members during their December 1 meeting.

Another FRLAC meeting will be scheduled for March to provide members with another opportunity to provide input on the strategic plan revision.

Action Items:

- **Hal** will contact Fred Kamke, Lisa Ganio, and Randall Rosenberger about serving on the SPT.
- Steve Hobbs and the SPT will refine the strategic planning document to reflect FEC decisions and guidance.

Other Items

- Ken Wightman's name was submitted to the College of Business for the 2009 Alumni Business Partners Award. He is an FE Alumnus from the class of 1968. He is the CEO of David Evans and Associates (national environment consulting firm headquartered in Portland).
- FEC members were reminded about the SAF and NAUFRP Meetings on November 4 – 7.
- The FEC meeting on December 3rd was cancelled.

Meeting adjourned at 5:00.

Minutes prepared by Nathalie Gitt