

Forestry Executive Committee Meeting Minutes

Friday, December 18, 2009

8:30 a.m. - 12:00 p.m.

Richardson Hall 115

Meeting facilitated by Steve Tesch

List of Attendees:

Members present: Roger Admiral, Eric Hansen, Barbara Bond, Ed Jensen, Jim Johnson, Brenda McComb, Tom McLain, Steve Tesch, Hal Salwasser

Guests: Dave Hibbs, Dave Lysne, Brent Klumph, Carol Carlson, Lauren Magalska, Hathai Sangsupan, Chris Smith, Kathy Howell, David Baker, and Truen Pence

Meeting Handouts:

- 1) 11-20-09 FEC Meeting Minutes
- 2) 12-16-09 Action Items Tracking List
- 3) College Forests 2009 Wrap-up and 2010 Proposed Program Handout – Dave Lysne
- 4) Draft CoF Web Site Templates Handout – Eric Hansen
- 5) BoV Student success Awards and BoV Course/Curriculum Innovation Awards Handout – Ed Jensen

I. Approval of Minutes from Last Meeting

11-20-09 minutes were approved.

II. Review Status of Past Action Items

- **Endowed faculty positions:** Steve to meet with Hal
- **FOR 460 enrollment resolved:** Norm Johnson will accommodate all the students who need to be in the class. **[Add the other conflict classes.]**
- **Hayes Professorship:** Position was filled and announced to the College and to the Hayes Family.
- **Concerns about software models in CoF classes:** Doug Maguire is back. Thomas Maness can move forward with the Ad Hoc Committee with the software model.

III. Division Planning and Strategic Realignment Update

Hal provided an update on division-related activities: The Executive Deans will be working with Luanne Lawrence to develop a common statement and process of strategic alignment. The committee discussed the curriculum streamlining process within the projected budget cuts, its implementation along with the issue of maintaining

accreditation, and the course review process. Thomas encouraged the committee to rethink the course consolidation approach by focusing our effort on raising revenue first as opposed to cutting expenses. The committee discussed tools for the restructuring of faculty FTE. The CoF budget, the need for new strategies to increase external grants and gifts, and the status of endowment returns were other issues discussed.

Action Items:

The revised draft of the ESS Division purpose, vision and mission statements, and progress report on Division activities to date are due December 22.

For curriculum streamlining – the goal is to identify what the absolute minimum curriculum would be to maintain accreditation, identify the courses that might be eliminated or reconfigured, and assess the consequences of eliminating those courses to the education experience. Need an estimate of savings before implementing.

IV. College Forests Budget

Dave Lysne, Brent Klumph, and Carol Carlson from the College Forests reviewed 2009 expenditures and presented the College Forests CY 2010 proposed budget. Expenditures in 2009 are expected to be less than budgeted and reduce the draw on COF reserves to ~\$419K rather the anticipated ~\$750K. This was a major accomplishment for the Forests team and much appreciated by the FEC. The Committee reviewed and discussed three budget options for 2010: (option 1: no salvage, option 2: same as 2009 salvage, option 3: salvage based on average of last 5 years). The 2010 program assumes no major timber sales while we wait for further market recovery. SLTP harvests will be supported in 2010. The proposed budget followed guidance to defer all possible costs and estimates a draw on reserves of less than \$300K. The committee discussed logging costs, market conditions, infrastructure, programs on the College Forests, and staffing scenarios.

Decision:

The College Forests proposed 2010 budget was approved as presented, with the understanding that the exact program is contingent on winter storms and associated salvage harvesting. If unbudgeted storm damage or other catastrophe occurs, repair/recovery funding will come from the College Forests emergency reserve fund. The budget also assumes that the SLTP budget process will be revised so that it includes a full accounting of revenues and costs. As a result, log hauling and road maintenance associated with the program will no longer be included in the College Forest budget.

Action Item:

Roger will update the numbers on the CoF spreadsheet.

V. College Website

David Baker, Director and Truen Pence, Graphic Designer, from University Advancement Web Communications gave an overview of the new concept for the CoF webpage template design and asked for the committee to provide feedback.

Feedback:

- Consider adding an “Academic programs” link on the top menu (teaching, research, and Extension)
- Enhance search feature & navigation (Google)
- Keep tree icon green – Color compatibility
- Size and selection of photographs – Need to select energizing photos for the home page (messaging)
- Provide flexibility of messaging on the home page – CoF responsibility
- Provide flexibility of templates and themes to enable adaptation to different communication strategies
- Maintain distinctiveness of respective College websites
- Need College internal and external calendars
- Current template: text intensive and very blocky – could improve the artistic look and add tag lines and branding.

FEC Discussion:

- Level of support from University Advancement and CoF responsibility were discussed - University Advancement will provide the templates and written content for several featured stories. Chris will oversee the transition on the College side.
- What will be the structure for the decision making process and implementation?
- Transition to Drupal and ownership challenges – Who is going to provide content and the need for multiple ownership?
- Capacity to manage the process for web content decision

Decision:

The CoF Web committee will make decision about the final CoF template design.

Action Items:

Copies of the draft CoF website templates were distributed at the meeting– The Committee will review the templates and will provide any additional feedback at the next FEC meeting.

VI. BoV Student Applications Funds

The FEC subcommittee has reviewed the proposals for the BOV funds and made recommendations to the Dean. Ed presented the

subcommittee's recommendations to FEC for comments and for Hal's approval.

Decision:

Hal approved the recommendations as presented by the subcommittee.

Action Item:

Include FM, RRM, and WST within scoping for the cooperative education program.

VII. Others

a. VPR Search

The VPR search committee will be meeting on Monday to provide their recommendations to Ed Ray. Barbara Bond who is a member of the search committee gave the committee an update about the three candidates and asked for ideas and feedback.

b. CoF Diversity and Social Justice Committee

Brenda reported on the formative meeting of the new CoF Diversity and Social Justice Committee and on the goals and objectives for the committee. The committee is composed of 7 members: Kama Luukinen, Jim Kiser, David Zahler, Ed Jensen, Christine Olsen, Kate McCulloh, with Brenda as Chair

Action item:

The committee will meet in January to finalize its charter and report back. Add a student member (maybe a SEED student).

c. Fernhopper Awards

Opened discussion about potential awards in 2010, FEC to consider options, especially within departments.

Action Item:

Will discussed further at upcoming FEC meeting. Maybe incorporate award process into Spring student award dinner.

d. Other

Action Item:

Schedule an FEC meeting at the College Forests in January/or early February and host a reception or lunch to celebrate Forest staff accomplishments in 2009.

Minutes submitted 12/23/09 by: Nathalie Gitt

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

