

**Forestry Executive Committee Meeting Minutes**  
**Friday, May 8, 2009**  
**8:30 a.m. – Noon**  
Richardson Hall 115

**Members Present:** Darius Adams, Roger Admiral, Barbara Bond, Steve Hobbs, Ed Jensen, Jim Johnson, Brenda McComb, Tom McLain, Claire Montgomery, Hal Salwasser, and Steve Tesch

**Guests:** Rayetta Beall, Kathy Howell, Penny Wright, Diana Raper

**Minutes:** Nathalie Gitt

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

**Handout Materials Provided to FEC Members:**

Potential Reductions for Savings in FRL and E&G – COF Budget Subcommittee

CAS Concept for Transformation and Impacts of Budget Experiment Station – Bill Braunworth

College of Forestry Innovation Grants Request for Proposal Draft and Fund spreadsheet – Hal Salwasser

**Announcements**

**OSU 2009 Alumni Business Partner Awards**

Steve Tesch and Hal Salwasser reported on the OSU 2009 Alumni Business Partner Awards they attended yesterday in Portland. They passed around a copy of the special edition of the Tribune newspaper highlighting the achievements of the award winners. The College of Forestry award winner was Ken Wightman, CEO, David Evans and Associate, Inc. Four College of Forestry alumni were also featured as trendsetters: Alex Johnson, Koshare Lomnicki, Sam Sanders, and Bodie Shaw. All colleges received some great visibility. Thanks for those who helped with the project.

**Action Item:**

Ed will mail the trendsetters a copy of the Tribune special edition.

**Award**

Temesgen Hailemariam of the FERM Department has been named a 2009 Phi Kappa Phi OSU Emerging Scholar.

### **Strategic Vision Feedback, Plans – Steve Hobbs**

Steve shared the feedback he received from the Forest Research Lab Advisory Committee members at the Tuesday, May 5th meeting. The FRL Advisory Committee was very supportive of the draft vision report and made some very good suggestions. Brenda McComb and Darius Adams reported on the feedback they received from faculty members at their department meetings. FES faculty members had some comments about the report's themes and concerns about the long term implementation and monitoring of the plan. FERM faculty expressed various degrees of dissatisfaction with the report's vision and articulation and suggested better bridging between traditional strengths and the vision for the future. Tom McLain shared some comments from his department faculty members about the length and the value of the report. The WSE Department meeting is scheduled on Monday, May 11. Steve Hobbs will be meeting with the College's employees who are not members of the academic departments on Thursday, May 14 at 3:00 pm in PVY 272. The committee discussed the purpose of the report and how it is going to be used.

#### **Action Items:**

The draft report is available at

[http://www.cof.orst.edu/cof/admin/StrategicVisionDraftReport%20\\_rev4-29-09.pdf](http://www.cof.orst.edu/cof/admin/StrategicVisionDraftReport%20_rev4-29-09.pdf)

- Email your feedback to Steve Hobbs or use the comment link included in the PDF report.
- Steve Hobbs will gather all the feedback information which will be synthesized in the final report and will hand-off the report to the FEC in two weeks.
- Hal has asked to receive the final vision report by the end of May.

### **Legislative and Budget Update/Strategy – Hal Salwasser**

The committee discussed some of the rumors across campus about the OUS 15% across the board cut. The state forecast will be announced next Friday. Hal explained the challenges he has faced this year with the legislative and deliberation process which has been very different from the past years.

#### **Action Items:**

- Recommendations are that all the "lobbying" action will need to occur after budget forecast and the co-chairs budget is out.
- Need to craft a list of contacts of prospective letter writers from FRLAC, OWIC, old FE AC, Ken Wightman, Allan Ford, Steve Zitka, Sara Vickerman, etc.
- Draft talking points for letter writers to use in contacting co-chairs, speaker, chancellor, and president
- Consider sending a message to the Fernhopper mailing list to have them write to their legislators.
- Students are also encouraged to write to their local representatives.

### **University/College Reorganization Discussion Update**

The committee had a conversation about the potential scenarios for college reorganization in response to a 30% budget cut. The College of Forestry Department Heads have been invited to be engaged with the College of Ag Science (CAS) Department Heads to think on how they could organize a structural realignment. Brenda McComb attended the second CAS Department Heads meeting this morning. The meeting included a number of discussions about what tools might be available when we know what the budget situation is and how to respond to it. Several potential models have been offered for discussion (3 divisions-7 school models). Merger between COF and CAS is embedded in at least one option. Discussions will continue.

#### **Action Item:**

DHs will keep the FEC committee informed of conversations.

### **FEC Budget Subcommittee Update/Discussion – Steve Tesch**

A budget subcommittee is working to identify possible options that may be used to manage anticipated funding shortfalls and estimate how their implementation may assist in reaching reduced revenue levels. Many of the tools require approval from the university administration or OUS, so the most promising are being communicated to the administration via Hal and other means to encourage their consideration and approval. The committee reviewed a draft spreadsheet that the subcommittee put together and invited additional ideas. This is a work in progress and rapidly evolving, so caution was urged in interpreting current implications for people or programs.

Current items on the spreadsheet:

- Reduced support staff
- Reduced fixed term faculty
- Defer earmarks on harvest tax and FRL for core program support
- Initiate differential tuition
- Incentive for early retirement and 1039 process
- Lump sum for health insurance coverage
- Eliminate tenured faculty
- Voluntary FTE reduction

#### **Decision:**

Hal is aware of the emotion toll of the uncertainty of the budget reduction situation on faculty and staff; he will schedule meetings to keep the college informed.

#### **Action Items:**

- Begin anticipating the FY10 essential budget

- Department Heads will identify how to reduce their essential expenses budget by 10%.
- The committee suggested periodic college wide meetings to maintain communications with CoF community. Schedule the first brown bag All College meeting on Wednesday, May 20<sup>th</sup> during lunch time in RH 107.
- Email updates from Hal to COF community will be provided as information becomes available.

### **Allocation of New Donor Funds – Steve Tesch/Roger Admiral**

A pool of gift funds has accumulated and Hal initiated a discussion about how to deploy them consistent with donor intent. The committee discussed several alternatives that include using some funds to support core functions that are at risk with funding reductions, new strategic investments, and a process to allocate some money through an open competitive proposal process. Hal needs to be able to report to the College Board of Visitors on the use of a portion of the funds by the end of June. While the flexibility of an innovative grants competition is appealing, the FEC was also concerned about the perception of allocating funds for this purpose with discussions also underway for eliminating jobs.

The FEC also learned of a newly available pool of funds from the Walt Hopkins estate and discussed its allocation.

Transparency and accountability for the distribution of these funds were emphasized.

### **Decision:**

A tentative decision was made to use Board of Visitors funds to recognize innovation and stimulate excellence. The remaining resources would be targeted by FEC for supporting key programs or people.

### **Action Items:**

- Barbara and Brenda will provide suggestions by COB on Monday to Hal to improve language related to expectations about impacts from funds received.
- Department Heads will meet to discuss the pros and cons of a proposal for course advancement /integrated capstone course[s] using the Wollenberg funds [\$50K].
- Approximately \$200k was allocated from the Giustina, Brodie, and Blackerby sources to support broader College needs as necessary.
- Approximately \$230k associated with the Campaign Board of Visitors was allocated to CoF strategic investments [\$20k], support for Dean's Awards [\$10k], and the remainder for a broad innovation and excellence grants program [\$200k]. Funds for the grants programs will be allocated via two RFPs, one this spring and another in the fall.

- Ed Jensen will lead a discussion of potential uses of the Hopkins funds [\$165k]. Initial discussions suggest an orientation towards an introductory course in honor of Hopkin's commitment to teaching and mentoring these students.
- There will be opportunities for faculty members to visit with the Board of Visitors to explain what they are doing.

### **Faculty Salary on Grants Policy – Steve Tesch**

A conversation was triggered at the last FES Department meeting about the need for a faculty "salary on grants" policy. The committee agreed that there is value in a consistent policy. Discretionary funds and incentives for PIs were discussed.

#### **Action Item:**

The Department Heads will work on a plan to bring back to FEC.

### **Graduate Student Council (GSC) Student Discussion on Permits and Authorizations for Animal/Plant Research – Diana Raper**

Graduate students are interested in having information on animal care and use standards and permitting processes added to the respective departmental graduate student handbooks. Apparently there have been instances in which grad students carried out extensive field work only to find out that such work cannot be included in any dissertation or thesis research because proper permits were not secured by faculty advisors. Additionally, GSG is prepared to suggest that faculty should be required to periodically review these requirements, either through workshops, or via manuals or web-based information. Diana asked the FEC for help with this issue. FEC discussed the current procedures in place and made some recommendations on how to improve visibility and access for this information.

#### **Action Items:**

- Faculty members need to be aware of the procedures.
- The departments will include this information in their advising student handbook.
- Research Office has information that the College of Forestry can use. Diana will search for the needed text and report back to FEC.
- Info will also be posted on the COF website.

### **Others**

#### **Knudson/Giustina Professorship selection process:**

The finalists have been identified and have received letters from the search committee. Loren Kellogg will coordinate the schedule for the seminars and interviews. There are two finalists for the Giustina professorship position: Doug

Maguire and Claire Montgomery and four finalists for the Knudson professorship position: Barb Lachenbruch, Ron Reuter, John Bailey, and Marv Pyles.

**Action Items:**

Nathalie Gitt will assist with the advertisement of the Giustina Professorship seminars.

**Fernhopper Debrief:**

The committee was pleased with the outcome of the event. Suggestions for next year included: adding a tree ID tour or station, similar to a Tree school, and possibly mixing the classroom presentations with optional field trip. Scheduling around Mom's week-end and other campus events was judged to be a good approach to attract students and their family. The FEC agreed to hold this event again next year same time. The committee discussed a possible new name for this event that will make it more relevant to our current students. Current name is perceived to be better associated with CoF Alumni.

**Action Items:**

- Consider a "naming" contest (include students).
- Keep Fernhopper name (75 years of history) for one event (perhaps the Awards dinner), find new name for the two other events.
- Start the advertisement earlier. (January)

**Decision:**

We will hold a spring Fernhopper event around Mom's Weekend and a Fernhopper Homecoming Tailgater event in the fall (attracted more alumni and students.)

**Awards Dinner Debrief**

The committee agreed that the ceremony was a success - despite the spaghetti shortage! The committee recommended having this event again next year in the same format.

**Undergraduate Education Council Comments – Ed Jensen**

The university is anticipating a 4% increase in student enrollment next year but there are some uncertainties about how our budget problems and tuition increase will influence enrollment. The university anticipates that the budget cuts are going to affect the number of class available next fall, which will create some turmoil in the summer. OSU is reserving some access funds to preserve classes (i.e. for CLA and Science). They anticipate that class schedule and classroom scheduling will also be disrupted from what faculty are used to.

### **Provisional Approval for Grant Proposal Submission**

Barbara Bond reported to the FEC a current problem she encountered with the submission of her grant proposals. Office needs staffing assistance to get proposals out in a timely manner. May also benefit from new policy on review of budgets for submissions, since almost all budgets are negotiated upon award anyway. Barb has asked the committee to notify the Research Office to make them aware of the current clogging to avoid missing deadlines.

#### **Action Items:**

- Hal alerted the Research Office about this problem to resolve the issue.
- Encourage Research Office to provide provisional approval of proposals that go out without the budget scrutiny. This will require a new university policy.

### **COF Brunch on Commencement Day**

Commencement will start at 11:00 a.m. There were questions about the COF brunch on commencement day. After discussion, Hal approved that we will still hold a COF brunch before the ceremony.