

Forestry Executive Committee Meeting Minutes
Thursday, September 17, 2009
1:30 – 5:00 pm
RH 115

Members Present: Roger Admiral, Darius Adams, Eric Hansen, Ed Jensen, Jim Johnson, Brenda McComb, Tom McLain, Hal Salwasser, and Steve Tesch

Members Absent: Barbara Bond

Guests: Rayetta Beall

Minutes: Nathalie Gitt

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

Meeting Handouts:

1. FEC action items tracking list 9/17/09 – Steve Tesch
2. College-level Promotion and Tenure Committee and Promotion and Tenure Dossier Guidelines– Darius Adams
3. SET Reporting Matrix Sample
4. Treatment of SET scores in COF Dossiers
5. Sustainability Preliminary Proposal – Ed Jensen

Review Task List/Minutes – Steve Tesch

The committee reviewed progress on the list of FEC meeting action items.

Wollenberg Funds – WSE and FERM proposals are in, waiting for FES'. FES Dept. is meeting on Monday to discuss the proposal. The proposals need to be thoughtful and understandable by Wollenberg Foundation readers. **Submit proposal to Hal.**

Hayes Professorship – Glen Murphy is confirmed as Search Committee Chair. Hal contacted Ned Hayes to update him about the search being underway and to expect the position will be filled sometime this fall. **Steve and Ed to work on the process. Timeline: end of October.**

P&T Process Admin Memo 3-3a – Will be discussed today for one more round.

College Committee Assignments Memo 208 – The committee list is almost complete, waiting for FES committee members update, need a replacement for Honor Board position and a name for the new P&T Committee chair. The Building Community Committee has been taken off the list. Without this committee, the College is continuing building community with the Food Drive, Dean's Award, Ice Cream Social, and All College Meetings in addition to several

other Student Services events. Pat Cordova has continued the coordination of the monthly Pay Day Coffee. The committee discussed the need to have a Diversity Committee. Topics discussed included purpose, functions, and the naming of such committee.

Action Items:

Hal requested that the FEC submit a thoughtful proposal to further discuss a new committee for diversity. Hal suggested that Pay Day Coffee's coordination should be a rotating assignment shared among departments and units.

Blodgett Committee – Darius Adams, John Sessions, and Dave Lysne are in the process of validating the existing inventory to enable calculation of the estimated sale value.

College Website – Roger met with the OSU central web staff to talk about design. Chris Smith has been working on the College web structure. The templates for the home page and the other layers will be ready by mid October for approval. Once these are approved, Chris will start importing all the COF units' websites and create the new CoF site. An announcement will go out requesting high resolution photos that visually capture the College's education, research and outreach missions for use on the website and in a variety of publications. The committee discussed the process for obtaining permission to use the photos and the need to screen them. An alternative to build a catalog of photos would be to have David Zahler photograph our students in the classrooms and labs. Time allocation and resources to support Chris were discussed. Once all the sites are converted to Drupal, the content management will be the units' responsibility. Chris will be monitoring the use of all the current web pages to try to clean the dead pages and broken links. An example of the new website design is available on the College of Ag Sciences site. Tool kits for new Powered by Orange design guidelines are available on the University Advancement website.

Action Items:

- Roger and Steve will meet to discuss allocation of resources. Roger will post announcements in COF Today, letting faculty and staff know about the collection of CoF photos and availability of Helpdesk support for web transition.
- Roger will work with Kathy Howell to ensure Helpdesk is geared up to support web updates.

Budget/Organization Updates, etc – Hal Salwasser and Steve Tesch

Steve reported that the RRM and WST proposals have been submitted for appeal to the Provost and are pending. If approved for further development of alternatives, full plans of action will be due in late winter.

Hal reported that all the deans received draft documents from the Provost three weeks ago. The documents included principles for divisional structure, proposal for

consolidation/ elimination of academic programs, and academic programs data. At the Provost's Council last Wednesday, several deans raised a concern about The process that the advisory council had used to identify programs for elimination and consolidation based on failing to meet a minimum metrics. The deans asked to have an opportunity for a focused discussion about how to make sure that this budget reduction process is driven by aligning the university's programs with its strategic plan. Next Wednesday, the Provost's Council meeting will be a special meeting that will focus on the urgency of beginning to design these divisions that will be aligned with the strategic plan and to empower the deans to have a larger degree of responsibility and authority in the process that will enable faculty engagement. As a result of this discussion, Sabah has delayed the timeline he had set to release the implementation plan that was scheduled for Wednesday. FEC members discussed divisional and departmental structure and lines of authority associated with alternative structures. Hal gave some examples of possible division models. The challenge will be to reconfigure our college around the strategic plan with fewer people to meet the budget reduction target. The potential for a merger between Ag Science and Forestry was raised. Concerns were also expressed over how Forestry would retain identity? The linkage of Extension into the alternative division models was also discussed. Other topics of discussion included the evolving land grant mission and University Advancement marketing efforts. No additional information was available on potential for reassigning tenured/tenure track faculty for teaching in other colleges.

Action Items:

Hal recommended continued work on fine tuning the budget subcommittee's spreadsheet of budget reductions.

Preparation for the FEC retreat: Focus on how to better positioned ourselves for the big changes that will happen next year. Date to be confirmed.

Approval of Revised Admin Memo 3 on COF P&T Process – Darius Adams

There were some general concerns about two parts of the memo:

- 1) Under purpose:
 - For a) the College-level team is expected to review the dossiers and ensure that the administrative letters of evaluations accurately reflect the dossier and external input.
 - For b) the College-level Committee should determine what changes in the dossier could strengthen the presentation of the candidate's accomplishment. The Committee puts an enormous amount of energy into this assignment. FEC committee discussed if they should continue to do.

- 2) How the SET scores were represented and which approach to choose:

Darius provided the committee with a document that compared the current way that the SET scores are represented in the memo and the new approach suggested by Ed Jensen. The current approach looks at both

questions 1 and 2. For each class, it summarizes for all the terms that the classes have been taught, what the median scores are and compare both scores with college and department level scores. This approach is hard to manage and leads to a very large table. Ed's table is divided by graduate and undergraduate. It only looks at question 2, instructor's contribution to the course, and compares with the college averages and provides students' rating. Committee went through the tables and discussed whether or not the table needed to be adjusted.

Decision:

A motion was made that paragraph (a) and (b) stands as is written – Committee voted with a unanimous passage. Both paragraphs should be aligned with University language.

A motion was made to use Ed's table as presented – Committee voted in favor with one dissenting vote.

Action Items:

The committee agreed to adopt the proposed changes as revised. Darius will make the changes in the final document.

Anticipating OSU Policy on Research Agreements with No or Low Overhead – Steve Tesch

A new policy has been proposed that will require colleges to recover the full F&A rate if the sponsor does not have a policy in place that limits what they will pay. The colleges will be charged the difference between a negotiated reduced rate and full recovery from E&G funds. A discussion followed on potential implications of such a policy on our cooperatives agreements with the Forest Service and on our research cooperatives.

Action Item:

Hal will track further discussions that may occur within Provost's Council and report back to FEC.

Introduction to Proposed OSU Sustainability UG Curriculum – Ed Jensen, Brenda McComb

This was an Informational discussion to bring the FEC up to date. Brenda and Ed shared background information about the dual degree proposal (see PROS/CONS and several overall impressions). FES could potentially play a major role if approved.

Draft proposal was presented to the committee for feedback. It is not yet in a formal proposal stage to Faculty Senate.

Ed Jensen summarized the FEC discussion as follows:

Notes:

- Comments based on a 15-20 minute discussion.
- Intent was to understand the proposal and share thoughts—not to reach consensus or a formal decision on merits of proposal.
- Comments were offered by individuals, although there was often (but not always) general agreement.

Comments:

1. In healthier economic times, this proposal would be a no-brainer to support.
2. If OSU really wants to make a mark in this arena, is this a bold enough step?
 - i. Should it be a complete degree?
 - ii. What will distinguish this from myriad other sustainability programs around the nation (we think it could be the emphasis on natural systems that can't be fully covered someplace like PSU).
3. Concerns expressed that this is a tough time to support new administrative costs, new faculty costs, and new courses.
4. Concerns expressed that this is too much like NR and ES interdisciplinary degrees—and that OSU doesn't need 3 such similar degrees. (Editorial note—we talked about the difference between this dual degree approach and a full curriculum, and seemed to resolve that part of the discussion).
5. Concern expressed that the learning outcomes are too ambitious for the coursework and credits assigned to this degree. They seem more appropriate for a full curriculum.
6. Concern expressed over the program's name and focus.
 - i. Based on courses, seems the name should be "Sustainable NATURAL Systems."
 - ii. Little or no content relating to the "built" environment. This seems like a significant omission.
 - iii. Seems like it needs a stronger business and engineering component (courses in Wood Science also fit here)
7. The proposal needs a business analysis to be complete (perhaps that's a logical next step). What's the threshold of sustainability for this program?
 - i. What are the costs associated with the new positions proposed (administrative, teaching, and advising)?
 - ii. What tuition dollars need to be generated to meet these costs?
 - iii. How many enrolled students are needed to make income cover expenses?
 - iv. How likely is it that tuition dollars will actually flow to the units covering the expenses? In NR, for example, most tuition dollars flow to departments offering the courses, not to the department/college supporting the administrative costs of the program.

Action Item:

Before taking a position the committee would like to have a conversation with Kate Lajtha at a future FEC meeting to discuss further. Ed will summarize

today's comments to give to Brenda and to incorporate in the minutes.

Others

- **Forestry Executive Committee member Update**
This was Darius Adams' last day to serve on the FEC meeting. Darius will officially be retired on October 1st. Hal and the committee thank Darius for his outstanding contributions and service to the College. Thomas Maness will join the Forestry Executive Committee on October 8.

- **Student Services Office Staffing Updates – Ed Jensen**
Kama had accepted a new position to do distance advising for the NR program. She will now do the FR, RRM campus advising and NR distance advising shared with Marge Victor. Kira Hughes will take over some new duties and George Swanson will supervise the ambassadors and teach the ambassadors' class. Kira will move into Kama's office. A search for a full time receptionist OS2 position is underway that combines duties of Sara Johnson and remaining duties from Kama's position.

- **Hoerner WS Funds – Ed Jensen**
Ed circulated a memo about a change in the distribution of the Hoener Work-Scholarship money. Hoener Committee members decided to increase the total funds available per year, but to award all funds to one department to maximize its benefit. The committee also decided to award this fund alphabetically, to each department on a rotating three-year cycle beginning with Forest Ecosystems and Society. The intent is to promote mentoring opportunities between our faculty and students

- **RERF Proposal Review Process – Steve Tesch**
Proposals need to be signed off by Department Heads to check consistency against university policy before they go to Jeffery Husband.

Action Items

The proposal deadline is October 15. Steve suggested that the review process be done by email or through a separate meeting as the timing sequence with FEC meeting will be off. Darius will help Thomas Maness with initial review process.

- **All College Meeting, Annual Ring – Steve Tesch**

The committee reviewed the expectations for the All College meeting presentations. The meeting will be held in RH 107. Following the meeting, there will be a reception in RH first floor knuckle. New students are invited to the reception to give them an opportunity to connect with the faculty. Faculty and Staff are encouraged to participate in the Annual Ring tour and lunch.

Decision:

The committee will rethink the Annual Ring activities for next year.

- **College of Forestry Homecoming activities – Nathalie Gitt**

The Dean's Office is coordinating several events during OSU Homecoming week. Nathalie handed out a schedule which included details for the visit of Dr. Running, 2009 CoF Alumni Fellow recipient on October 30th and the Fernhopper Forestry Tailgater scheduled on Saturday, October 31. Committee decided on no alcohol service at the Tailgater.

Alumni Association Projects/Events – Ed Jensen

Ed will be meeting with the Alumni Association to discuss service projects and events that would focus our Alumni's attention on the College (i.e. Alumni scholarship, donation).