

Forestry Executive Committee Minutes
March 20, 2009
Richardson Hall 115
9:00 am – 12:00 pm

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

Guests: Rayetta Beall

Minutes: Nathalie Gitt

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

Handout Materials Provided to FEC Members:

Hardcopies from Steve Tesch:
OSU Alumni Fellow nomination
Honorary Fernhoppers and Outstanding Alumni List of Nominees
University Programs & Memberships

CoF Strategic Planning update – Steve Hobbs

Steve gave the FEC an update on the strategic plan process and all the pieces that are currently in place. The Strategic Planning Team has scheduled a retreat that will be held on April 2nd at the Corvallis Depot. The SPT retreat will have two objectives: 1) develop the College identity for the future and 2) develop a model about what the College should look like programmatically in the year 2013.

Decision Items:

The SPT will present their draft report to the FEC at the April 10 FEC meeting.

Action Items:

- SPT report to be posted on COF website
- Present the report result to faculty and FRLAC

Prep for April 10 discussion with Luanne Lawrence – Steve Tesch

The FEC discussed topics for discussion with Luanne during her visit at the April 10 FEC. A goal for the meeting will be to obtain some guidance on marketing opportunities for the College based on results from the new OSU marketing strategy report. Gain Luanne's perspectives on concepts of college identity and brand.

Action Items:

- Prepare specific questions for Luanne for the April 10th meeting.

- Consider scheduling this FEC meeting in RH 107 to facilitate a larger College wide audience. Steve to coordinate meeting format with Luanne.
- Invite Luanne and her team to FEC again after the SPT report is completed to discuss marketing strategy for plan.
- SPT committee report will be posted on the website for feedback before final report is accepted.

Fernhopper Morning Program Planning (May 2) – Steve Tesch

FEC decided to hold the spring Fernhopper Day on Saturday, May 2nd in conjunction with Mom's Weekend, Pet Day, Spring Football scrimmage, and Baseball game day. The format of this Fernhopper Day will be a 2-3 hour morning program. Details are to be developed. FEC discussed target audience and content for the program. The tentative schedule is:

8:30 am Registration

9:15 Welcome (College update, budget, Capital Campaign) and begin 4 stations of
½ hour each

11:30 Adjourn

Suggestions:

College wide presentations to feature students and highlight student success

Length of presentations: two hours

Consider station style approach where people move around with smaller group:

WSE building bridges

Wood Magic station

Each department could offer a station

(Student stories – i.e. Casey Davis story)

Action Items:

- Jim Johnson will organize a brainstorming session with department Heads the week of March 30th
- Set-up new Fernhopper webpage and online RSVP
- Advertise Fernhopper Day in the Focus on Forestry to be mailed on April 2nd and mail a "Save the Date" postcard to local COF Alumni.
- Coordinate other advertisement (electronic and various calendars).
- Apply for SAF and OPL credits.
- Discuss Outstanding Alumni Nominations – is there enough time this year?

Alumni Association Award nominees – Steve Tesch

The FEC discussed the nominations for this year's Alumni Fellows Award. Jamie Pinkham was awarded in 2007. This award is sponsored by OSU Alumni Association. This award will be presented during Homecoming.

The FEC selected the following names for this year's Alumni Fellows nomination:

Pam Matson
Gail Kimbell
Ken Wightman

Decision

Gail Kimbell will be nominated.

OSU COB is also hosting a university-wide event celebrating the contributions of alums from each college. Twelve honorees have been selected and represent each of OSU's 12 different academic colleges. Ken Wightman has been selected as the College of Forestry Honoree. The Awards Dinner is scheduled on May 7. Full page articles will appear in a special insert in the Portland Tribune about the honoree, the College, and 4 additional earlier career graduates who are identified as trendsetters or emerging leaders. Selected names were:

Bodie Shaw
Sam Sanders
Koshare Lomnicki
Alex Johnson

Tash Shaheed (to bin list for consideration next year)

Action Items:

- **Alumni Fellows Award nomination deadline April 3rd** – need to submit letter of nomination, current resume, and any other supporting documents
- Submit 4 names of College of Forestry trendsetters, bios or/and any written articles about this individuals. Also submit CoF highlights [points of pride] by **Friday, March 27 to Thuy Tran, Director of COB Communications and Marketing**

Others:

Discretionary Funds Budget Line Status – Roger Admiral

Roger gave a spending update on the budget line allocated for support of University Programs and Memberships.

Knudsen/Giustina Searches Update – Steve Tesch

Steve gave an update about the Knudsen/Giustina endowed positions search. Applications closing date is April 10. Rayetta Beall is collecting the applications.

Spring Student Awards Event Update – Ed Jensen

Ed Jensen confirmed the logistics for the Student Awards event to be held Wednesday, May 6 in the MU Ballroom from 5:00 to 8:30 pm. The purpose of this event is to recognize scholarship and fellowship recipients, student awards winners,

and faculty award recipients and to connect scholarship recipients with some donors. Scholarship donors will be invited to attend. The event item is a spaghetti dinner to hold costs down. The award ceremony will follow at 6:30 pm with dessert and coffee.

Student recipients and one guest are free. Adult tickets are \$10 and children are \$5. Invitations will be mailed out the first week in April. Student involvement was discussed. A slide show featuring the college is being developed. Some suggested ideas for student involvement were: student talent show (music), display or poster session, student presentations, and presentations by award winners' from 5-10 years ago.

SPACE—CCAL, USGS Scientists, IWW Collaboratory – Steve Tesch

There are several groups looking for lab space in Peavy and Richardson Halls, including USGS scientists, CCAL lab, and the IWW Collaboratory. Initial discussions about responding to these requests occurred.

Action Items

- Department Heads will meet with interested and potentially affected faculty. Darius Adams will lead the meeting. Roger Admiral, Barb Bond, Tom Adams, Brenda McComb agreed to participate in the group discussion.

Budget update and planning discussion – Hal Salwasser and Steve Tesch

Hal commented on the salary reduction process discussed at the last Provost's Council meeting. A process initiated by OSU requested that the executive level leadership take 1 day per month of unpaid leave. All the deans have stepped forward. A voluntary invitation has now been extended to the campus community.

The Dean's travel has been reduced to capital campaign and legislative trips and travel decisions will be based on perceived return on investment. Hal asked the FEC members to think about how they can reduce their travel.

The impacts of 10%/20%/30% budget reductions, the reduction of FTE, the University and College budgets, the cost of instructional programs, the recommendations from Strategic Planning Team, setting the priorities, budget retreat, messaging about cut scenarios, and College engagement process were the main focus of the planning discussion.

SPT is nearing the end of the SP update process, so the FEC will initiate work on business plan soon. Hal wanted to have a better idea of budget before retreat. Use May revenue forecast and legislative actions as guide to setting scenarios for discussing reductions.

FEC discussed how to begin engaging faculty in process, perhaps beginning with request to provide input on priorities, innovation, and costs of instructional programs. Challenge is to identify a more economical way to deliver educational programs.

Action Items:

- Schedule a budget retreat after the May revenue forecast.
- Approach for FT appointments for next biennium will be discussed at upcoming FEC meeting