Forestry Executive Committee Meeting Minutes  
Friday, June 11, 2010  
8:30 a.m. - 12:00 p.m.  
Richardson Hall 115

Meeting facilitated by Steve Tesch

**List of Attendees:**

Members present: Roger Admiral, Barbara Bond, Ed Jensen, Thomas Maness, Brenda McComb, Tom McLain, Steve Tesch, Hal Salwasser

Members Absent: Jim Johnson and Eric Hansen

Other Attendees: Kathy Howell

**Meeting Handouts:**

1) 05-27-10 FEC Meeting Minutes – Steve Tesch
2) 06-10-10 Action Items Tracking List – Steve Tesch
3) Board of Visitors Funds Allocation Proposals for 2010-11– Steve Tesch
4) Board of Visitors Fund Allocations Table – Steve Tesch
5) Title, Potential Academic Home and Allocation of Duties for Positions Proposed under Climate Change Cluster Hire – Steve Tesch
6) CoF Strategic Staffing Desires 6-11-10 – Steve Tesch
7) Positions Identified within FES for Growth of Research and Teaching Programs – Brenda McComb
8) Fiscal Year 2009 ROH Projects– Roger Admiral

I. **Approval of Minutes from Last Meeting**
Minutes from May 27 FEC meeting were approved.

II. **Review Agenda and Status of Past Action Items**
No new agenda items were added. The items on the actions tracking list were reviewed.

- CPE Report
  
  **ACTION:**
  
  Jim will provide a proposal to present to FEC.
• **Curriculum Streamlining**
  Hal received summaries of current efforts from Departments about curriculum streamlining last week. Today the Colleges of Ag and Forestry will discuss the direction of the continued collaboration between the colleges. FERM Department will start their curriculum streamlining process on Tuesday at their retreat June 15-16. Every faculty has been charged to identify courses that can be partnered or taught somewhere else. All the members of the FES Department have been invited to attend the retreat on Tuesday morning to be involved in the discussion. This will be an ongoing process throughout the summer. The target is 30% reduction.
  **ACTION:**
  Continue efforts to consolidate course materials where overlap occurs, especially between CAS and COF.

• **2010 P&T Recommendations**
  Becky Warner is scheduled to participate in the July 9 FEC meeting to discuss P&T flexibility in guidelines.
  **ACTION:**
  DHs will prepare some questions ahead of time for Becky.

• **Harvard Leadership Training – Thomas Maness**
  **ACTION:**
  Schedule a date in July for Thomas to report to FEC on the Harvard training he is scheduled to attend on June 20.

• **FERM Member-at-Large Nominations**
  The Dean’s office received one official nomination from the FERM Department for Jeff McDonnell as a new member-at-Large.
  **ACTION:**
  Dean’s Office to coordinate the transition.

**III. Updates and Conversation with the Dean**

• **Budget Forum and President Ray’s Presentation**
  At Monday’s campus-wide budget forum, President Ed Ray presented details on OSU finances and plans to manage through the remainder of the current biennium and the 2011-13 biennium without further furloughs, layoffs and double-digit tuition increases. Next week, the Legislative Emergency Board will consider a request by the Oregon University System
to enable all universities in the system to expend resources they have available to support activities for the remainder of the biennium.

- **New Policy Proposal**
  Hal, Sonny, and Scott Reed will meet with Sabah next week to discuss a new policy proposal that would offset from tuition increases to support SWPS Programs, just as it is done for E&G funded programs. If this doesn’t happen, the FRL will suffer at least a 15% reduction for 2011-2013.

- **University Advancement Leadership Transition**
  Luanne Lawrence’s appointment at OSU will end effective June 30. The transition leadership plans for University Advancement will be announced before the end of the month.

- **OFIC Board Meeting on Campus on Thursday**
  The interactions with the OFIC members went well. The format allowed for dialogue. The board will come back on campus next year for another meeting. CoF needs to continue building the bridge between OFIC and CoF. There will be more opportunities to present other topics.

- **Follow-up Conversation about BEE**
  Thomas Maness and John Bolte met a week ago to discuss BEE’s future and to seek areas of common interest.
  ACTION:
  Thomas will continue the discussion.

- **Vice Provost for Information Services**
  Kathy Howell reminded FEC about the VP for Information Services candidate search. Janet Ohmann and Kathy are the two representatives from CoF.

**IV. Faculty Investment Initiatives – College Priorities and Principles for Ranking Proposals and Strategic Staffing Plan - Steve Tesch**

The primary goal of the initiative conversation was to provide Hal, Sonny, Mark, and perhaps Sabah with some principles for making selections and prioritizing the proposals. Steve distributed two documents: a list of potential positions proposed from the College of Forestry, other positions within and among divisions, and a list of CoF strategic staffing desires. Brenda distributed a list of positions and descriptions for growth of research and teaching programs that
FES had identified. Hal clarified that the Faculty Investment Initiatives is to hire new faculty that could be in disciplines we have gaps in from the past. Department Heads discussed the strategy for their staffing needs for their proposals.

**ACTION:**
Thomas Maness will identify what he absolutely have to have to deliver Forest Engineering and Management for the next 10 years (new or updated positions) and will submit a more complete list of positions proposals and staffing plan/needs as soon as possible after his retreat with his faculty.

Barbara Bond raised the upcoming need for new leadership for the LTER program in a year from now as it will be time for her to rotate. There is nobody currently identified to take her place. Barbara had already asked Tom Spies, Denis Lach, John Selker, Fred Swanson, and Julia Jones without success.

**ACTION:**
In recruiting new faculty, CoF needs to identify new leadership for the LTER program. This person needs to be familiar with the National Science Foundation grant process. This will be a half time position. Maybe ask Mark Harmon for a second term if support can be made available.

FEC discussed a set of principles to provide the three deans for selecting the proposals:

Brenda McComb: The strategic investment that moves us as a university in the new area of research gives us strength in getting some federal grant dollars, filling holes in curriculum, and leverage of funds.

- 3 things should be addressed:
  - The strategic direction
  - Filling the faculty holes in delivering the curriculum
  - Leveraging the funds

Tom McLain: Discussed how will the university position itself? (i.e. growing enrollment, uniqueness of programs, strategic importance for the region). What would make this institution unique? The College needs to make investments that are contributing to the undergraduate education. The positions will also have to support the President’s vision within the Capital Campaign to the potential donors and hold Oregon State University as the location in the Pacific Northwest for knowledge and education.
In the absence of the lack of University’s priorities and strategy, the College of Forestry needs to know what is most important and its priorities. How do we want to position the College of Forestry for the future? How do we meet our stakeholders’ needs? How do we claim a larger piece of E&G or general fund budget? It is however important for the college to collaborate with people with same expertise and interest. People are not thinking divisionally. We have to meet our needs and figure out ways to contribute to the future of the university in this process.

Our competing goals are to grow our undergraduate enterprise in ways that allow the natural resource side of university to be a bigger player relative to the rest of the university and to support research, extension/outreach activities that position OSU to be more distinctive within the OUS and within the region.

Thomas Maness: Separate Tom’s description into the “knowns” and the “unknowns”. Concentrate on the “knowns” and you lay out the strategy. The funding for the university is changing, out of state tuition is becoming more and more important, we need to build up our enrollment, and build a stronger research enterprise.

Ed Jensen: In regards of undergraduate education, the most important thing to do to increase enrollment is to offer more distance classes (i.e the Natural Resources Program).

What will be the nature of these new appointments? .75 appointment for College of Forestry. Allocation funding will be for 5 FTEs total.

Brenda McComb: If we want to grow our research and undergraduate education enterprise, we should take those 5 FTE, put 2-3 in high power research positions and 2 or 3 multiple instructors and have them teach.

Steve Tesch: The deans are encouraged to develop a transparent process for deliberating on the selection process.

Hal: We have 3 different ways to package sets of proposals:
   1) A proposal that would focus on growing undergraduate education
   2) A proposal to support research at the College of Forestry
   3) A proposal to support research at Oregon State University (regardless of what college they end up being)
PROCESS:
Who is submitting what and where?

ACTION:
Hal needs to see proposals from our three departments.
The cluster proposals should be submitted to each dean in the division.
The individual position descriptions need to be responsive to the criteria that were in Sabah’s original request.

V. Board of Visitors (BoV) Investment Proposals – Steve Tesch
FEC discussed the BoV investment fund proposals received for 2010-11 and made final decisions on fund allocations for the various proposals. The proposals included descriptions of the projects.

Finals Allocations Decision:
• Supporting Student Success (Ed Jensen)
  Mentor Protégé Projects - $20,000
  Support for Implementing Projects - $5,000

• Degree Program Marketing/Recruiting (Tom McLain)
  WSE New Degree Marketing – Up to $30,000
  College Degree across the PNW/out of state – Up to $30,000

• Curriculum Improvements
  Curriculum Improvements (Coop education) - $50,000 (Thomas Maness)
  Creating a Native Plan Garden - $3,000 (Ed Jensen)

• Support for Diversity Enhancement – $10,000 (Brenda McComb)
  Support for focus group meetings with OSU cultural centers and planning for a diversity conference

$32,000 left for:
• Major grant proposal writing support
• Major equipment proposal matches
• Leadership development for the FEC

Student Awards/Dean’s Awards will be funded by other sources. Cap for this year is $180,000.
ACTION:
Steve will revise the 1-pager for Hal to take to the Board of Visitors.

VI. New Ideas about CoF Organization – Thomas Maness
Thomas Maness gave a brief description of his idea for a new structure for the College of Forestry organization and wanted to have an open discussion.
ACTION:
Tom will create a diagram and will bring back to the next FEC meeting on July 9. Barbara will send Thomas the College of Earth Systems schematic diagram that is a similar idea.

VII. Funding for a Pre-award, Grant Packaging Specialist – Brenda McComb/Roger Admiral
Faculty members seek support for the more mundane and time consuming aspects of proposal preparation and submission. The faculty members spend a huge amount of time dealing with the infrastructure and getting the proposals submitted. Roger distributed a summary report that illustrated the number of proposals submitted over the last twelve months and F&A dollars generated from grant proposals. FEC discussed available departmental resources to support a college position to provide assistance to faculty for grant proposal submissions.
ACTION:
BoV fund could potentially provide some support for this effort.
Brenda and Roger will work on a position description and a budget.
Objective: to increase indirect cost returns to the College
Starting point is that this support will be available to all faculty who will put a portion of their salary on their grants. Conversation to be continued.

VIII. Others:
- CoF Homecoming Fernhopper BBQ, October 30 – Steve Tesch
  DECISION:
  FEC agreed to drop the fall Fernhopper event due to low attendance and will keep offering the Spring event.
- P&T Committee Elections – Steve Tesch
  Each of the department will have to have an election for selecting new representatives for the College P&T Committee to replace faculty whose term has ended.
**ACTION:**
Nathalie will route materials for the P&T Committee to Department Heads.

- **Announcements**
  1) It was Barbara Bond’s last FEC meeting as her term as a member at large will end June 30th. Hal thanked Barbara for her outstanding service to the Forestry Executive Committee.

  2) Barbara Bond is working with Kate Sinner to host a tour of the HJ Andrews on July 9 for the staff from DeFazio and Merkley’s office and an OFRI Board meeting later in July.

  3) Lisa Graumlich is the new Dean of the UW School of Environment. The opportunity for working with UW will expand.

**Draft minutes submitted by Nathalie Gitt and revised by Steve Tesch**
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