

Forest Ecosystems and Society Department Meeting Minutes

Wednesday, October 11, 2017 – 1 to 2:30 p.m. – RH 115

Attendees: Dawn Anzinger, Molly Arnold (FES Grad Rep), Jessica Bagley, Badege Bishaw, Lisa Ganio, Jennifer Bailey Guerrero, Reem Hajjar, Troy Hall, Sarah Kelly (Minutes), Gabe Kohler (FES Grad Rep), Meg Krawchuk, Beverly Law, Misty Magers, Ian Munanura, Mark Needham, Callie Newton, Klaus Puettmann, Bill Ripple, Jim Rivers, Stacy Rosenberg, Darrell Ross, Chris Still, Dana Warren

I. Callie Newton Presentation on College of Forestry Communications

1. Updates and Reminders from CoF Communications Office
 - a. The communications office is working on improvements to external communications.
 - b. Contact Callie Newton (Callie.Newton@oregonstate.edu) when you have new developments in your research (new publications, collaborations, broader impacts, etc.) or if you have anything to share on social media (anything related to your work that includes photos, interviews or articles with outside media, student features, etc.)
 - i. Nick Houtman (nick.houtman@oregonstate.edu) still writes press releases, but Callie is your first point of contact.
 - c. Rebranding and promotions
 - i. Comm. Team is working on rebranding of all materials.
 - ii. Changes in promotional techniques – The focus will be on disseminating academic program brochures rather than primarily distributing the general College of Forestry brochure (to better represent the diverse programs offered in CoF).
 - iii. They will redo graduate brochures after undergraduate brochures are complete.
 - iv. Callie – An undergraduate awareness campaign is still planned for this Fall and will be similar to what ran last Fall, which included targeting online advertising through Google and social media.
 - d. The communications office is working on improvements to the College of Forestry website.
 - i. They are working with an outside agency to build the site.
 - ii. After the beta version is complete, the office can do user testing (Nov-Dec) and you can provide feedback to Michael Collins' group.
 - iii. Department websites will be modified after the main CoF pages are complete.
 - iv. The new website will include a marketing space for prospective students (both undergraduate and graduate).
 - v. We'll have a "my CoF" portal, so there will be an external facing site and an internal facing site.

II. Updates from Troy

1. Events
 - a. OSU Celebration of Life for Paul Doescher
 - i. 3 to 5:00 p.m., October 24, Willamette Room, CH2M Alumni Center

- b. Francisco Valenzuela will be visiting November 1-2. He is the Recreation program lead for the Southwest Region of the US Forest Service with interests in land management and diversity in outdoor recreation.
 - i. If you want to meet with him, contact Troy to add you to the schedule.
 - ii. He will be visiting classes and giving lectures.
 - c. Ecology, Evolution and Conservation Biology Seminars
 - i. Fridays at 3 p.m. in LINC Room 302
 - ii. Coordinated by inter-departmental faculty (Betts from FES) and students in the course
 - iii. See email from Jessica Bagley “Forest Biodiversity Seminar Schedule” for more details.
 - d. Fire Summit to be held in 2018
 - i. Policy makers in the NW have been asking OSU to host a summit related to fire. Details are still being worked out, but it will be sometime in the winter.
 - e. Upcoming Forestry Leadership Speaker Series. Bringing folks to campus to talk about the future of forestry and forestry education.
 - i. More details to come.
 - f. 2018 International Union of Forest Research Organizations (IUFRO) Board meeting will be in Corvallis in October, 2018.
 - g. Development Training for Faculty
 - i. The Foundation is offering two levels of development training for faculty.
 - ii. One session will cultivate foundational skills and knowledge about development strategies. The second will be for those with more experience and development know-how. Contact Marlys Amundsen or Zak Hansen for information.
 - h. Department Potluck – Ideas for the Future
 - i. The FES welcome back potluck was a great success with good attendance.
 - ii. Unfortunately, we encountered some hurdles related to serving wine and beer that significantly drove up the price of the event. If we want to do this in the future, and have alcohol, then we need to think of a way to fund it.
 - iii. We can avoid some red tape and cost by hosting this event at someone’s house in the future. Let us know if you have other ideas.
2. Committees
- a. College-wide Diversity, Equity and Inclusion Committee
 - i. The nominations period is closed.
 - ii. The next step is to select and appoint committee members from the nomination pool. DEI committee meetings should start in November after members are appointed. Ad hoc committees will form afterward for those who weren’t appointed to the standing committee.
 - b. College Promotion & Tenure committee
 - i. Matt Betts and Glenn Howe had an equal number of votes.
 - ii. Will work out process for a runoff election and send details soon.
 - c. Forest Executive Committee
 - i. Steve Strauss is the FES Faculty representative. His role is to be the voice of the department at college leadership meetings and to report back to the department about discussions, policies, and decision-making.
 - ii. Contact Steve with suggestions and concerns.

3. Forest Science Complex construction
 - a. Cross Laminated Timber wood walls will start going up in mid-November.
 - b. There will be some kind of event in January.
 - c. Advanced Wood Products will break ground in March.
 - d. Potential completion date for the Forest Science Complex is Spring 2019.
4. College Forests
 - a. There were (and continue to be) some trespassing issues in harvest units, resulting in accidents with bikers after trespassers moved signs and ropes, which block off the harvest units.
 - b. Keep a look out for peculiar behavior when you recreate on the forest and contact Ryan Brown or Steve Fitzgerald if you notice any trespassing or other incidents.
 - c. Harvest units/roads are closed 24/7 when harvesting is happening. There are always clearly visible signs during harvest times.
 - d. The college forests are zoned as working forests, and recreational uses require a conditional use permit. Over the summer, forest staff went through a process to obtain this permit, which will allow them to proceed with infrastructure improvements. T
5. Policies (travel, purchases, CGE, etc.)
 - a. See “FES Updates and Reminders for FES Faculty” handout.
 - b. See list of Direct Bill vendors.
 - c. Report from workshop on legislative advocacy (summary from Troy): State law prohibits any employee from using university resources (e.g., computers, phone, fax) to support a candidate or ballot measure, or to do so while in work status (on the clock). If you are asked to provide expert testimony on a topic, unless you have obtained official approval in advance, you must speak on your own behalf and not on behalf of OSU. You may use your title for informational purposes only, but not to imply that OSU takes a position. Extension agents around the state would like to stress that our statements made at OSU have implications for other OSU employees around the state working directly with communities. We will try to bring Rebecca (Becca) Gose from general counsel to a future FES meeting to answer additional questions and focus on navigating political discussions in classroom situations.
 - i. See last bullet in “FES Updates...” document for more.
6. Personnel updates
 - a. The College of Forestry is hiring a new undergraduate recruiter.
 - ii. Lisa – we need to ensure that diversity, equity and inclusion are considered in the recruitment of undergraduate populations.
 - b. The College is hiring a budget analyst in the Dean’s office. This person will develop tools to improve budgeting and financial tracking.
 - c. The Fish and Wildlife in Managed Habitat Funding proposal competition has changed to a new streamlined format.
 - i. The call for one-page concept papers will go out in November. In the winter, a smaller number of full proposals will be requested from those who submitted concept papers.
 - d. The college position in continuing and professional education is vacant now that Breanna Beene has left. The dean’s office would like to keep that position, but Troy hasn’t seen high value of this position for FES (we do very few CPE programs). The goal is to make this self-funded, in which case Troy would be more supportive of the role.
 - e. FERM department head search

- i. Troy encourages anyone to contact administration (like Anthony Davis) if they want more information about the search committee and the process.
 - ii. She's unsure whether FES has a representative on the search committee.
 - iii. The search will start in January; Jim Johnson will be interim FERM department head and will chair the search.
7. Budget updates (PowerPoint presentation)
 - a. Under the new budget model, the College will have a \$400,000 drop in base funding. We've handled budget cuts this year by not filling some positions and absorbing some cuts at the College level.
 - b. The issue of graduate student tuition remissions is coming to a head, because university funds are capped at around \$1 million (this does not include stipend or insurance). We have been collecting information about how tuition is paid and how our remissions are allocated. There are several implications for us:
 - i. If we're going to grow our graduate programs, then we need to find new ways to fund graduate students (tuition is capped)
 - ii. Guidelines for assigning TAs to classes are being developed for the College. The current thinking is to allocate a .30 FTE TA for each lab section and TAs for classes with at least 40 students in lecture. This is similar to current practice in FES. However, the other departments provide less TA support for classes. Therefore, if a uniform policy is implemented, it would mean that we would need to shift some tuition from GRAs doing research on grants that don't pay tuition to TA support.
 - iii. Department Heads are likely to be issued a certain number of tuition remissions and we need a policy for how those are allocated, both to TAs and to grant-funded students. Troy will be asking faculty to participate in discussions around this issue.
8. Annual Report data from FES (PowerPoint presentation)
 - a. All of this is detailed in the [annual report](#).
 - b. Around 100 refereed papers were published in 2016.
 - c. After e-campus did the "natural resources" campaign last year, we had a 45% increase in Ecampus undergraduate NR students. We also saw an increase in the number of Certificate graduate students in programs associated with MNR.
 - d. Last year, FES accounted for 68% of BS degrees conferred; and 63% of graduate degrees.
 - e. Grants submitted and received with FES lead PIs: \$16.7 mil submitted and \$7 mil received
9. Dean's Goals for 2017-18
 - a. See "Dean's goals September 17" attachment in email. The Dean's office has asked us to consider and track how departmental work aligns with goals.
 - b. (Troy's opinion) Goals and objectives particularly related to FES initiatives include:
 - i. Goal 1, Objective 4
 - ii. Goal 2, Objectives 2 & 3
 - iii. Goal 3, Objectives 4 & 5
 - iv. Goal 4, Objective 2
 - v. Goal 5, Objectives 2, 3 & 6
10. Peer review of teaching
 - a. What changes need to be made to the peer review of teaching policy and process? (E.g., Troy noticed an issue with the peer reviewers surveying students at the same time that she was

soliciting letters for the “student letter” portion of the dossier – this could be confusing and burdensome to students.) We will convene a group to discuss and make recommendations.

- b. Work with Troy to schedule peer reviews for anyone who will be up for P&T or midterm review in the upcoming year

11. Promotion and Tenure

- a. We need to develop more consistent guidelines for what goes into the CV portion of the dossiers; presently, dossiers vary widely in how much “supplementary” text (beyond the candidate’s statement) is included in the dossiers. These variations could make it challenging to fairly review candidates, and they can lead to very long dossiers.
- b. Our policy requires that the DH send out peer review of teaching to external evaluators. Troy asks that the P&T committee rethink whether this is desirable.
- c. The policy on appointing Senior Research professors needs review.
- d. Each department receives \$50,000 for discretionary funds (which we use for equipment and other uses). Troy has received increased requests for funds to bring speakers to campus, and we need to develop a transparent and fair discretionary fund distribution process. She will be asking for people to provide suggestions.

III. Other items and questions from attendees

1. Action item for faculty: Consider whom you would like to nomination for this year’s outstanding FES alumnus (nominations due 11/29)
2. Updates from Lisa Ganio
 - a. Please attend the FES Graduate Faculty Discussion from 1:30 to 3 p.m. on Monday, October 30 in RH 115.
 - i. See email from Lisa “FES Grad Fac. Discussion Oct. 30 1:30 RH 115”
 - ii. At this meeting the FES Graduate Curriculum Committee will lead a discussion and reflection on the FES Graduate Program based on the 5-year self-study report.
 - b. Reminder: there are guidelines specific to sponsored international students that you should consider when advising and planning their program. For example, in some cases they are not allowed to take any online classes, and they must complete their program within two years.
3. Comment from Mark Needham
 - a. We need to clearly communicate with graduate students about new expectations for TA work since the minimum appointment has been increased from .2 to .3 FTE. Some students have complained about the additional workload and should know that they’re expected to work more hours now. Lisa and Jessica reiterated that these expectations are included in graduate student contracts, and if faculty are having issues with students not meeting expectations they should initiate a conversation about it.
4. Question from Bev Law
 - a. Problems with OSRAA are still occurring. Troy responded that this came up in the Baker Tilley review of business centers, so hopefully we will see changes.
5. Question from Klaus Puettmann
 - a. Will there be changes in how McIntire Stennis funds are allocated?
 - b. Answer from Troy - The McIntire Stennis Act provides money to land grant universities, and each university or unit can decide how to distribute those funds. Recipients of funds must have formally approved “projects” and must file annual reports. At OSU we use these funds for

salary lines rather than competitive grants. Recent CoF practice has been to incentivize people to write proposals/reports by granting \$10,000 over a period of years. The current challenge is: who is documenting and reviewing the reports in the College? Anthony Davis is exploring new ways to administer these funds in the College. The current plan is for his office to manage the reporting with fewer projects receiving funding and receiving larger budgets—particularly those projects that are more closely aligned with McIntire Stannis. The incentive funds would no longer be provided to faculty.

6. Introduction to the new graduate representatives
 - a. Molly Arnold & Gabe Kohler (present)
 - b. Janet Gorman & Stephanie Schmidt (other two grad. reps who weren't present)