



College of Forestry Dean's Office

Oregon State University
109 Richardson Hall
Corvallis, Oregon 97331

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Forestry Executive Committee (FEC) Meeting

Agenda for Wednesday, December 6, 2017

9:00 a.m. – 11:00 a.m.

Richardson Hall 107

- 9:00 a.m. **Opening Remarks & *Updates from the Dean's Office** – Anthony S. Davis and Thomas Maness
- 9:10 a.m. **Pressing Issues/Important Updates:**
Research Forests – Steve Fitzgerald
Marketing and Communications – Michael Collins
Strategic Initiatives – Geoff Huntington
Research Support Faculty – Keith Olsen, Michelle Day
Research Office– Melora Park
FES Department – Troy Hall, Steve Strauss
Computing Resources – Terralyn Vandetta
International Programs – Michele Justice
FERM Department – Claire Montgomery, Jeff Hatten
FOBC – Roger Admiral, Penny Wright
Diversity, Equity, and Inclusion – Heather Roberts
WSE Department – Eric Hansen, Rakesh Gupta
Foundation Development – Zak Hansen, Marlys Amundson
Student Services – Randy Rosenberger
TallWood Design Institute – Iain Macdonald
Forestry Extension – Jim Johnson
- 10:00 a.m. **Open Discussion after Updates**
- 10:20 a.m. **Topic of the Month: Positioning the College for Success Part 2** - Anthony S. Davis
Building on our last discussion regarding the elements that make a world-leading College of Forestry, we will jump into an ideas session and drill down to specifics. Bring at least one suggestion of something tangible that you or your unit can do to make our college a leader in the world in terms of teaching, research, and extension – and also contributes to a positive work environment. We'll use these in future planning exercises.
- 10:55 a.m. **Wrap-up**
- 11:00 a.m. **Adjourn**

** Attachments Included*

ACTION ITEM TRACKING	
10/06/17	Request for Space Committee to be Re-activated
11/01/17	Administrative Memo 31 Revisions – Approved

IMPORTANT DATES			
Date	Event	Time	Location
11/29/17 12/7/17 1/18/18 2/5/18	Dean's Forestry Leadership Series Presentations	10 -11:30 a.m.	107 Richardson Hall
12/5/17	Holiday Soirée	6 -9 p.m.	The Vue
1/17/18	FEC Meeting	9 – 11 a.m.	115 Richardson Hall
2/1-28/18	Pats on the Back		Student Services Office
2/1-28/18	Quilt Raffle Tickets Sale		CoF Helpdesk
2/1/18	Food Drive Bake Sale	10 a.m. – 3 p.m.	CoF
2/6/18	Food Drive Taco Tuesday	12 – 1 p.m.	Rich 2 nd Floor Knuckle
2/7/18	Food Drive Soup Lunch	12 – 1 p.m.	FERM Office, Strand
TBD	Volunteer Opportunity (Food Drive)	10 a.m. – 12 p.m.	TBD
2/14/18	Food Drive Valentine's Day Auction	10 a.m. – 3 p.m.	Rich 1 st Floor Knuckle
2/14/18	Food Drive Soup Lunch	12 – 1 p.m.	Rich 2 nd Floor Knuckle
2/21/18	Food Drive Soup Lunch	12 – 1 p.m.	Rich 2 nd Floor Knuckle
2/22-24/18	OR Logging Conference Booth (FERM lunch on the 23rd)		
2/28/18	Food Drive Soup Lunch	12 – 1 p.m.	Rich 2 nd Floor Knuckle
2/18/18	Quilt Raffle Drawing	1 p.m.	Rich 2 nd Floor Knuckle
3/1-2/18	Fire Summit	9:00 a.m.	World Forestry Center, Portland, OR



Oregon State University

College of Forestry

GRADUATE PROGRAM ORGANIZATION

November 2017

Responsibility	What it is	Administered by
Laurels Block Grant	Tuition remission	Departments & Student Services (Randy & Grad Faculty Directors)
Fellowships	Bundling resources, maintaining accounts; organizing a process and central repository for letters	Student Services & FOBC & Department Graduate Program Staff (Randy, Kira, Penny, Jessica, Madison, Jessica)
Development	Fundraising, donor relations (ARCs), matching funds, buy-downs, NRT fellowships, summer research fellowships, grants	Student Services (Randy)
Graduate Student Groups/Clubs	Assistance for event planning, Graduate Student Council, etc.	Student Services/Communications (Randy, Kira, Jessica)
Assessments	Annual reporting, metrics, and periodic reviews	Student Services & Departments (Randy & Department Heads)
WFGRS	Research symposium	Research (Anthony) <i>collaboration with student group and department graduate program staff</i>
Marketing	Development of content for website, consistency across publications for the College	Communications (Michael)
Recruiting	National events, hosting, outreach	Communciations, Departments, and Student Services
Graduate Orientation	College-wide and program-based; logistics, agenda, and communication	Department Grad Faculty, Program Staff & Communications (Jessica, Madison, Jessica, Jessica)
Graduate Program Leadership	Holistic application review, advisor development, curriculum improvements, course offerings, TA appointments, student experience, etc.	Departments
Address Student Concerns/Grievances		Departments & Randy
Annual Progress Reports	Ensuring annual reviews of student progress occur and interventions are applied, when needed	Departments
Exit Surveys	All graduate students are surveyed upon graduation	Departments
Common Core Courses	Organization of a committee to explore the possibilities, benefits, and constraints	Departments
Alumni Development	Tracking and communications	Communications (Michael & Jessica) <i>w/ support from Departments</i>



Oregon State University College of Forestry

**CALL FOR NOMINATIONS:
2017 DEAN'S AWARD FOR OUTSTANDING ACHIEVEMENT**
Deadline: Monday, January 22, 2018 (5pm)
Award Ceremony held March 2018

In 1990, the College of Forestry inaugurated the Dean's Award for Outstanding Achievement to recognize outstanding contributions by faculty and staff that significantly advance the mission of the College. These awards recognize service or performance that is truly exceptional, and "above and beyond" what is expected in a candidate's position description.

The Dean's Award includes a \$1,500 (pre-tax) monetary award and a commemorative plaque. One or more awards will be made to individuals or groups, not necessarily in every category every year. ALL College employees are eligible, and ALL College employees and students may submit nominations.

Nominations should include nomination statement demonstrating how the individual has met the criteria for the award and providing examples of exemplary work conducted in 2017. **Nominations need not be more than a page, an email is sufficient, and signatures are not required.**

Following are the categories of awards, descriptions of each category can be found on our website: <http://deansoffice.forestry.oregonstate.edu/deans-award-description>

- 1) **Service**
- 2) **Fostering Student Success**
- 3) **Research/Scholarship**
- 4) **Extended and Continuing Education**
- 5) **Support Staff**
- 6) **Faculty Research Assistant (FRA)**
- 7) **International Contribution**
- 8) **Student Worker**

Nominations should be submitted to the [Adrienne Wonhof](mailto:adrienne.wonhof@oregonstate.edu) (adrienne.wonhof@oregonstate.edu) and will be evaluated by the Dean and his appointed committee.