

Attendees

Jessica Bagley	Lisa Ganio	Shannon Harwood
Misty Magers	Janean Creighton	Dana Warren
Gabriel Kohler	Christina Fierro	Reem Hajjar
Klaus Puettmann	Bev Law	Matt Betts
Heather Roberts	Ashley D'Antonio	Chris Still
Badege Bishaw	Michael Collins	Bill Ripple
Troy Hall	Stephanie Schmidt	Meg Krawchuk
Randy Rosenberger	Glenn Howe	Steve Strauss
Dave Stemper	Ian Munanura	
Stacy Rosenberg	Michael Nelson	

Announcements from Troy:

- **Peavy making progress.** Office wing area should be done by the end of the month. Conducting tours on Thursday afternoons. We are beginning the process to allocate space in the new building. Does not affect WSE much, affects FERM a lot, affects FES to some degree. If you were in discussions re: office and lab allocation and have information about agreements reached, please contact Troy.
- **Groups are supposed work through Troy re: substantial requests for your time.** If you are contacted by the Dean's Office or University Administration asking for participation in committees or events, you are not required to agree. You may contact Troy and she will say 'no' on your behalf if necessary.
- **Letters about raises came out.** The university requirement for a set raise for "satisfactory" performance left relatively little for merit raises. Troy can answer questions about the process she used; the college will be discussing how we make determinations about merit raises in the future.
- **Dean's Leadership Team conducting required CoF policy reviews.** It is time to review various policies, including the teaching policy, space policy, Ecampus policy, continuing education policy, and TA appointment policy. Let Troy know if there are issues in these areas that concern you and she will try to ensure you are involved.
- **Got approval to hire for Meghan Foster's position.**
- **FERM Department Head search is open.** The search has a soft close date of 2/15. Encourage your qualified pals to apply. The PD will remain the same as last search, but outreach will be different to target the kind of candidate the Dean is looking for.
- **Marlys Amundson has accepted a new position across campus.** The Dean is reviewing whether her position will be filled as is, or whether to alter the position. We are looking for someone who might be able to open new revenue streams.

- **Revisions to the Natural Resources BS degree are undergoing the catalog process for approvals.** The new option (Integrated Conservation Analysis) has been approved. We are working to get more courses online and may consider whether to offer the ICA option via Ecampus.

Christina Fierro: Benny Buy:

- Benny Buy has been in place since August 2017. It's the eProcurement system OSU wants us to use. OSU made big investment in this. Use is optional for now, but might not be later.
- You can keep using Glenn Folkert if you want. He will still review BennyBuy carts sent to him to try to find better deals.
- Pay attention to emails from 'eProcurement@oregonstate.edu'. Can adjust the notifications you receive on your BennyBuy profile. BennyBuy e-mails sometimes go to junk mail.
- Also pay attention to e-mails from Christina Fierro.
- All purchases made from local vendors need to be pre-approved or go through Glenn.
- All purchases using grant index will have to be approved by the PI. PI will receive *one* notification to do this, so pay attention to these messages. Occasionally this can be delegated to someone else, but don't count on it.
- The eProcurement website has some tip sheets, but they are not recommended. Christina is working on better ones.
- Contact Christina Fierro for BennyBuy help.

Lisa Ganio: FES 5 Year Review

- On Friday (1/12/18) Graduate School will be in RH 115 to discuss the FES 5-Year Review.
- Graduate Student Meeting: 10:00 – 11:00
- Faculty Meeting: 11:00 – 12:00
- Whether RSVP'd or not, all are welcome to attend the appropriate meeting and provide feedback.

Kira Hughes & Brooke Harrington: Student Resources & Engagement

- **Job Shadow Program:** CoF has partnered with 9 employers in OR and WA. Students can visit with professionals in the field. The program is mostly geared towards incoming undergrads and current undergrads, but Grad Students could attend if desired. Contact Brooke Harrington.
- **Mentored Employment Program:** Offers some funding to professors to hire students for lab/field projects and provide mentorship. Funding has already been awarded for 2017-2018, but will accept proposals in mid to late summer for 2018-2019.
- **Job Panels & Networking Hours:** State (3/6) & Federal (2/26) panels, collaborating with Ag Science.
- **Dinner for 12 Beavers:** Up to 6 students can attend dinner to connect with alumni. Sponsored by OSU Alumni Association. (2/6)
- **Industry Tour:** Happens every term. Please contact Kira Hughes if you have suggestions.
- **Located in Snell 133.** Students can visit with questions about resources and scholarships.

Michael Collins & Shannon Harwood: Undergraduate Recruitment

- Shannon Harwood is the new undergraduate recruitment coordinator, replacing Brittany Goltry. Please contact her regarding interesting projects you're participating in, connections with other institutions or community colleges, or alumni you are connected with.
- **Undergraduate Recruitment Coordinator position has been reshaped.** Recruiter will have goal of 100 visits off campus and delve into enacting plans to raise enrollment, increase diversity, and manage Undergraduate Recruitment and Retention Workgroup.
- **Undergraduate Recruitment and Retention Workgroup:** Group has met 8 times. A focus is on improving recruitment and retention for smaller programs, including TRAL and RM. Less about numbers, more about giving employers what they're looking for and increasing awareness of pertinent programs. Focus on leveraging existing resources across campus and emphasizing OSU brand. Stacy Rosenberg and Ashley D'Antonio are FES contacts on the committee. Contact them with questions or comments.
- **Departments can help by contacting Michael Collins with information about students.** Why are students choosing TRAL or NR? What draws them to the program? What are the challenges they face? What hurdles do they have to overcome?

Randy Rosenberger: CoF Teaching Policy

- **About the Teaching Policy:** Teaching Policy was adopted in July 2014. Can be read in Administrative Memo 17 on Dean's webpage. Originally developed to get research faculty more involved in teaching (consistent with Land Grant mission), accommodate anticipated growth in enrollment, and get more involvement from faculty nearing retirement who do not have full research or service responsibilities. Requires faculty to spend about 1/3 of their FTE on teaching, including advising grad students. Dept Heads can work individually with faculty to define 'teaching' and flex faculty responsibilities.
- **Leadership is beginning on scheduled policy review.**
- **What should the committee look at as part of their review?** Is a full-blown review necessary? Should Leadership Team conduct its own review, or should the review involve others? Has the policy affected you positively or negatively? Contact Randy Rosenberger if you would like to provide feedback.
- **FES Department Questions:** How does this policy impact teaching quality, and how should that be measured? Is there room to flex these requirements depending on what faculty are already doing? Is the policy still necessary, now that it has 'cleaned up' most non-participants? How does the state > OSU > CoF incentive policy for teaching work? How could this policy affect faculty and administrative recruitment? Are policies of this kind common at other institutions, and does it make us more or less competitive when hiring? Are there data to support whether the Teaching Policy affected CoF research production? [note: there were not clear answers to many of these questions at this point, but they were duly noted for consideration by the review team.]