



Oregon State
University

College of Forestry Dean's Office
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Forestry Executive Committee

Agenda

January 10, 2019

9:00 – 10:15

Richardson Hall 115

- 9:00 am **Welcome** – Anthony S. Davis
- Unit Updates & Pressing Issues**
- Safety** – All
- Outreach and Engagement** – Jim Johnson
- Foundation Development** – Zak Hansen
- WSE Department** – Eric Hansen, Rakesh Gupta
- FOBC** – Roger Admiral
- Diversity, Equity, and Inclusion** – Heather Roberts
- International Programs** – Michele Justice
- FERM Department** – Jim Johnson, Jim Kiser (for Jeff Hatten on sabbatical)
- Computing Resources** – Terralyn Vandetta
- FES Department** – Troy Hall, Steve Strauss
- Research** – Katy Kavanagh
- Research Support Faculty** – Michelle Day
- Forest Service, PNW Research Station** – Paul Anderson
- Student Services** – Randy Rosenberger
- Graduate Student Council** – Neil Williams
- Strategic Initiatives** – Geoff Huntington
- TallWood Design Institute** – Iain Macdonald
- Marketing and Communications** – Michael Collins
- Research Forests** – Steve Fitzgerald
- Open Discussion after Updates**
- 10:00 am *DEI Workgroup Recommendation: draft Recruitment Principles
 - Heather Roberts
- 10:15 am **Adjourn**

** Attachments Included*

ACTION ITEM TRACKING	
12/11/17	Predatory Journals and Academic Ranking Metrics Discussion
2/7/18	Digital Measures Assessment on Usage Re-evaluation – Department Heads
2/7/18	Engagement w/Outside Organizations – Department Heads
4/4/18	Annual Reviews of College Leadership Process – Anthony S. Davis
Continuous	Opportunities for continuing education and engagement on diversity, equity, and inclusion issues
Continuous	Professional development opportunities for administrative and leadership positions in the college

IMPORTANT DATES			
Date	Event	Time	Location
1/15	OR Mass Timber Industry Development Summit (registration required)		Salem
1/21	MLK Peace Breakfast and Keynote (registration required)	9:00-12:30	Alumni Center
1/22-23	FERM DH Candidate visit: Dr. Michael Gundale http://www.forestry.oregonstate.edu/deans-office/search-department-head-ferm		
1/24	Starker Lecture Series: Tribal Forestry, From Reservation to Restoration Film - Teachings of the Tree People: The Work of Bruce Miller	7:00pm	Whiteside Theatre
2/4	Food Drive Bake Sale	10:00-3:00	Richardson
2/4	Food Drive Kick-off Pizza Party	12:00-1:00	RH 107
2/6	Food Drive Soup Lunch	Noon	TBD
2/7	FWHMF Advisory Committee Meeting <i>*tentative</i>		TBD
2/13	Board of Visitors Meeting <i>*tentative</i>		
2/13	Food Drive Soup Lunch	Noon	TBD
2/13	Starker Lecture Series	3:30	LaSells
2/14	FEC Meeting	9:00	RH 115
2/14	Food Drive Valentine's Day Auction	10:00-3:00	RH 2 nd floor knuckle
2/18	Alumni/Student Meet-up & Women's basketball game		
2/18-22	Food Drive Book Sale	All day	RH 1 st floor knuckle
2/20	Food Drive Soup Lunch	Noon	TBD
2/21-22	Oregon Logging Conference		
2/22	Education Council Meeting <i>*tentative</i>		
2/27	Food Drive Soup Lunch	Noon	TBD
3/6	Starker Lecture Series		TBD
3/14	FEC Meeting	9:00	RH 115
3/18	Statewides Day at the Capitol		
3/19	Mass Timber Conference Tour	TBD	OFSC

**College of Forestry Recruitment Principles
for Advancing Diversity, Equity and Inclusion**
Draft 1/2/2019

The College of Forestry is deeply committed to taking action to enhance Diversity, Equity and Inclusion (DEI). From 2016 through 2018, this commitment has resulted in the development of a strategic plan, the hiring of a DEI Coordinator, and the forming of a DEI Workgroup with the goal of enhancing our working and learning environment towards greater inclusivity and support for a diversified community.

Accordingly, the DEI Workgroup has developed the following set of principles that acknowledge our college-wide commitment to diversity, equity and inclusion to guide our search processes for recruitment and hiring to positions across the College. These principles are put forth to help the College meet Goal 2, “Improve the representation and inclusion of diversity and underrepresented groups in CoF via recruitment and retention” of the Enhancing Diversity, Equity and Inclusion Theme in the [CoF DEI strategic plan](#). The principles are designed to satisfy Action 2.1F in the plan: “Implement best practices for recruiting and hiring diverse applicants for all types of positions (e.g. include search advocate on hiring committees, develop strategies for reaching diverse applicants). The DEI Recruitment and Retention Workgroup developed these principles during fall term 2018 by reviewing the recommendations from OSU’s Search Advocate program as well as strategies implemented by several peer institutions to enhance DEI in their recruitment and hiring practices.

Each hiring authority and each search committee should be familiar with these principles and should actively implement them into every search process.

A search guided by strong DEI principles will:

- Name a Search Chair who has completed the Search Advocate training, or another in-depth training that focuses on DEI values in the workplace (i.e., ADVANCE).
- Include a Search Advocate from the onset of the process, ideally one who has experience in working with searches at the level of the open position; the Search Advocate proactively communicates their role in the search process to the committee, and offers brief training regarding bias at the first search committee meeting.
- Include a range of college stakeholders on the search committee, and create an atmosphere where all feel free to offer their perspectives on candidates: a graduate student, a professional faculty and/or staff member, a FRA/RA, and a faculty member with an Extension appointment.
- Arrange a formal training session on interrupting bias for committee members and encourage (or mandate) all committee members to participate.
- For all leadership positions, include a timetable structured to allow for input from the College in the form of developing a shared vision of the position and qualifications of candidates that is communicated to the search committee and to candidates.
- Ensure the position description and job posting are written with clear, demonstrable criteria for DEI qualifications.
- Ensure the recruitment notice is broadly advertised with the intention of reaching a diverse audience, and with language that is welcoming and inclusive with the goal of attracting a diverse pool of candidates.

- Present the College of Forestry as a community striving to be a diverse, equitable and inclusive workplace both in the position description and in conversations with candidates.
- Include at least one diversity-related question during the interview.
- Involve an equitable decision making methodology that ensures participation of all committee members.
- Interrupt negativity bias and develop a strategy for inclusive candidate review, and identify a variety of pathways for a candidate to meet selection criteria.
- Ask finalist candidates how they incorporate equity and inclusion into their work during interviews and presentations or seminars; feedback forms and processes should include specific questions regarding how the candidate advances the College's equity and inclusion goals.

DRAFT