RSF Professional Development Fund

College of Forestry
Research Support Faculty Committee

Heather Roberts (FES, Chair)
Matt Konkler (WSE, Vice-chair)
Scott Kolpak (FES)
Becky Fasth (FES)
Gabriela Ritokova (FERM)
Michelle Day (FES)
## 2015 recap

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>February</td>
<td>Heather Roberts presented to FEC the various roles of RSF and challenges of long-term RSF</td>
</tr>
<tr>
<td>Spring</td>
<td>RSF Committee led discussions between RSF and members of FEC; sent survey to RSF to rank needs</td>
</tr>
<tr>
<td>Summer</td>
<td>RSF Committee developed and submitted proposal to FEC to create a Professional Development fund for RSF</td>
</tr>
<tr>
<td>September</td>
<td>FEC discussed RSF proposal</td>
</tr>
<tr>
<td>October</td>
<td>RSF Committee revised proposal; created evaluation and reporting forms</td>
</tr>
<tr>
<td>November</td>
<td>FEC discussed revised proposal; Dean Maness accepted the proposal</td>
</tr>
</tbody>
</table>
Administrative Support

• Top-down expectation of support for professional development of all faculty
• Create a college-wide fund to supplement supervisor support of professional development of RSF
Objective:
Provide direction for professional development

Continuous Professional Development (CPD) Cycle:
- Plan your goals, activities & expected outcome
- Update your records with outcomes
- Execute and track your activities
- Assess your development plan with gained outcomes
Professional Development Plans

Example format

- Describe in general where you would like to be career-wise in 5-10 years
- List a few specific goals
- List some actions to help reach each goal
Professional Development Plans

Questions to get started:

• What do I want to learn?
• Who do I want to connect with?
• What do I want to create?
Professional Development Fund
Purpose

To support professional development of non-tenure-track research faculty whose primary function is to support CoF’s research mission
Who’s eligible?

• Faculty Research Assistants (and SFRA I, SFRA II)
• Research Professional Faculty
• Research Associates (except those on postdoc appts.)

Who’s not eligible?

All postdoc appointments:
• Postdoctoral scholars
• Postdoctoral fellows
• Research Associates (postdoc)
Goals

• Support CoF’s ability to be at the forefront of new forestry research by promoting the knowledge, skills, and abilities of RSF

• Promote collaboration between RSF and other forestry professionals within and outside CoF

• Improve CoF’s ability to recruit talented faculty and students by having more RSF with advanced skills and abilities available for support
Goals

- Increase recruitment and retention of highly skilled RSF by creating a workplace that values RSF professional development
- Promote equity and inclusion by increasing access to professional development opportunities for RSF
Fund details

• $20,000 allocated annually by CoF
• Grants up to $2000 each awarded to RSF
• Individuals may receive at most one award per year
• Applications will be accepted twice a year; in Spring and Fall
• A Selection Committee comprised of Steve Tesch (Chair), Mark Harmon and three RSF who will rank applications according to evaluation criteria to distribute funds
Fund details

Types of Professional Development Opportunities

• Attend/present at conferences
• Participate in wide variety of workshops and trainings (for development of soft skills as well as technical skills, and learning about emerging technologies)
• Networking opportunities
Fund details

Funds may be used for:

• Registration fees
• Transportation
• Lodging
• Miscellaneous expenses

Funds may NOT be used for:

• Salary
Application Process

• Twice a year, the RSF Committee will send an email call for applications.
• Applications will be accepted via a form on the RSF Committee’s website at: http://rsf.forestry.oregonstate.edu/application-form
Selection Criteria

• How clear is the connection to the applicant’s professional development plan?
• How clear is the connection to the goals of the RSF professional development fund?
• How long has the applicant been employed in the CoF?
• When did the applicant last attend a professional development activity?
• When did the applicant last receive an award from this fund?
Fund distribution

• The selection committee will grant awards to applicants in order of their rankings on the evaluation form, until they run out of qualified applicants or funds.

• Awardees will be given instructions for how to claim expenses and are responsible for not exceeding amount awarded.
Reporting

• So that we can gauge the success of this program, awardees are asked to submit a report describing the outcome of the activity.

• RSF are required to submit a report for any prior awards to become eligible to receive another award.

The Learning Cycle

- Hear new information
- Integrate and Standardize
- Apply
- Practice, Practice, Practice
- Review, Reflect, and Deepen

Source: Kristen Magis, Ph.D. Trainer/Organizational Development Consultant hr.oregonstate.edu/training
# 2016-17 Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 15- 31</td>
<td>applications accepted for first round of fund distribution</td>
</tr>
<tr>
<td>February</td>
<td>Selection Committee evaluates applications and announces who gets awarded funds</td>
</tr>
<tr>
<td>March 2016 – June 2017</td>
<td>Funds allocated for FY16 may be spent</td>
</tr>
<tr>
<td>May 2016</td>
<td>First call for applications for FY17</td>
</tr>
<tr>
<td>November 2016</td>
<td>Second call for applications for FY17</td>
</tr>
</tbody>
</table>
Questions?