Full Category I and Abbreviated Category I
Proposal Transmittal Sheet

Submit proposals to: Office of Academic Programs, Assessment, and Accreditation,
500 Kerr Administration Building – Oregon State University

For instructions, see http://oregonstate.edu/admin/aa/apaa/academic-programs/curriculum/category-1-proposals
Please attach Transmittal Sheet; Executive Summary, Proposal, Letters of Support (external to OSU); Accessibility Form*,
Library Evaluation* (performed by the Library), Faculty CV’s*, Liaison Correspondence (internal to OSU), and Budget
Information (both OSU and OUS budget sheets)
* Not required for Abbreviated Category I proposals unless requested

Full Category I

[Full Category I Final Approval: Oregon State Board of Higher Education for new degree programs; Oregon University System
Provost's Council for new certificate programs and major changes to existing programs]

Check one:

____ New Degree Program
X  ____ New Certificate Program
____ Substantive Change to Existing Program

Abbreviated Category I

[Abbreviated Category I Final Approval: OSU Provost or the Oregon University System Provost's Council]

Check one:

____ Establish: a new college, school, department or program
____ Extend: an existing program to a new location
____ Merge or Split: an academic program or academic unit
____ Reorganize: move responsibility for an academic program from one unit to another
____ Suspend or Reactivate: an academic program or academic unit
____ Terminate: an academic program or academic unit

For proposals to establish a new center or institute, contact the Research Office (541-737-3467)

Title of Proposal: Graduate Certificate in Urban Forestry

School/Department/Program: Forest Ecosystems and Society

College: Forestry

I certify that the above proposal has been reviewed by the appropriate Department, School, and College
administrators and committees. I approve this proposal.

Dr. Paul Doescher
Print (Department/School Chair/Head; Director) Date 10-16-13

Dr. Thomas Maness
Print (Dean of College) Date 10-29-13
Executive Summary

This proposal would establish a Graduate Certificate in Urban Forestry. The 18-20 credit Graduate Certificate would be available as a stand-alone program, or as the foundation for a student’s participation in OSU’s online Master of Natural Resources (MNR), where it would join the five existing Graduate Certificates (Sustainable Natural Resources, Fisheries Management, Water Conflict Management, Geographic Information Science, and Marine Resources Management) as a new offering. Urban forestry involves the planning, planting, and management of trees and related vegetation in and around cities. The urban forest is made up of the mosaic of the planted landscape and native forest remnants left behind as cities have developed. Urban forestry is an academic discipline that is related to Forestry, Horticulture, Urban Planning, Landscape Architecture, and Land Use Planning. Urban foresters work in municipal governments, non-profit organizations, other public agencies, and the private sector.

The target audience for this Graduate Certificate includes professionals already working in urban forestry programs at the state, local, national, and non-profit levels. The online delivery of this proposed program via Ecampus will allow time- and place-bound natural resource professionals new access to graduate level education by allowing them to remain in their jobs and not have to move to a residential university setting. This new program will train professionals to further advance their urban forestry programs, to address critical contemporary challenges such as climate change and invasive species, and to make their cities more livable by capitalizing on the ecosystem services produced by the urban forest and reaping the economic, environmental, and social benefits that urban trees provide.

OSU’s Graduate Certificate in Urban Forestry would be the first of its kind in North America – no other university currently offers graduate urban forestry education online. OSU Ecampus has agreed to invest in the development of this new program, and numerous urban forestry professionals have already expressed interest in the potential new program.
Proposal for the Initiation of New Instructional Program Leading to the Graduate Certificate in Urban Forestry

Oregon State University

College of Forestry - Department of Forest Ecosystems and Society

Submitted October 29, 2013, Updated December 27, 2013

CIP # 03.0508

Proposed Effective Term: Fall, 2014

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1. Program Description

a. Proposed Classification of Instructional Programs (CIP) number: 03.0508

    Title: Urban Forestry

    Definition: A program that prepares individuals to apply the principles of forestry and related sciences to the development, care, and maintenance of individual trees and forested areas within or close to areas of dense human habitation. Includes instruction in urban environments; effects of pollution on tree species; environmental design and landscaping; urban pest infestation; urban forest management; and applicable policies and regulations.

b. Brief overview (1-2 paragraphs) of the proposed program, including its disciplinary foundations and connections; program objectives; programmatic focus; degree, certificate, minor, and concentrations offered.

   Urban forestry – the management of trees and vegetation in and around cities – first appeared in academic literature in 1965, in federal US policy in 1978, and in academic degree offerings in the late 1980s. Urban forestry is a diverse field that takes in concepts from many natural resource disciplines. Today, urban forestry professionals deal with critical urban natural resource issues while employed at the government, non-profit, and private sector levels. Due to the relatively young nature of the profession, most urban foresters have varied academic backgrounds and few have advanced degrees. Most lack the ability to complete an advanced degree without leaving the workforce, making them a prime audience for online education.

   OSU is the first US University to offer a regularly scheduled online urban forestry course (2009 to present) and the first to offer an online urban forestry degree option (the new BS in Natural Resources – Urban Forest Landscapes Option). OSU's initial offering of online urban forestry courses (FES/HORT 350 Urban Forestry, FES/HORT 447/547 Arboriculture, and FES/HORT 455/555 Urban Forest Planning Policy and Management) have been well received by urban natural resource professionals across the United States, Canada, and beyond. Many urban foresters have approached OSU inquiring about a graduate level offering, and initial market research suggests that it would have great potential to attract students. OSU has a highly successful and innovative online Master of Natural Resources (MNR) degree program that provides an ideal framework for expansion. There are already five areas of emphasis in the online MNR degree, with a set of core courses and an emerging visibility among natural resource professionals. Consequently, this proposal will create a Graduate Certificate in Urban Forestry as a sixth academic concentration within OSU's online MNR degree program.

c. Course of study – proposed curriculum, including course numbers, titles, and credit hours.

   The Proposed Curriculum for an 18-20 credit Graduate Certificate in Urban Forestry would use existing OSU courses, supplemented by three proposed new course offerings. The Certificate would align with the online Master of Natural Resources, giving students the option to complete a stand-alone Urban Forestry Certificate, or to continue on to the MNR graduate degree with the Urban Forestry Certificate as their
Students would complete 12 required credits, and take two elective courses resulting in a combined credit hour total of between 18 and 20 depending on the electives selected. These courses are:

**Required Courses (12 credits)**

(4) FES/HORT 555 Urban Forest Planning, Policy, Management  
(1) SNR 511 Sustainable Natural Resources  
(3) FES 5XX (new) Urban Natural Resource Planning  
(2) FES 5XX (new) Urban Forestry Leadership  
(2) FES 506 (new section) Urban Forestry Capstone

**Elective Courses – Chose TWO (6-8 credits total)**

(3) FES 545 Ecological Restoration  
(4) FES/HORT 547 Arboriculture  
(3) FES 554 Managing at the Wildland-Urban Interface  
(4) FES 593 Environmental Interpretation  
(3) FES 585 Consensus and Natural Resources  
(3) GEO 551 Environmental Site Planning  
(4) GEO 565 Geographic Information Systems  
(3) FES 5XX (new) Urban Ecosystems  
(3) FES 592 Ecosystem Services or (3) FW 562 Ecosystem Services

Each of the existing courses, with the exception of GEO 551, is currently available online, or in development with OSU Ecampus. GEO 551 and the various new courses (listed here as 5XX) will be available online by AY 2014-15, pending completion of CAT II approval processes. The Director of the Certificate program may approve the substitution of a similar course or course at a higher level at his/her discretion on petition by a registered student. The Director may also approve any other course deemed relevant to the study of urban forestry as a substitute for any of the above courses based on the experience level of the student. Transfer credits may be approved based on Graduate School guidelines.

d. **Manner in which the program will be delivered, including program location**

This program will be delivered exclusively online in order to meet the needs of its target audience – working professionals. No other university in North America offers online urban forestry curricula at either the graduate or undergraduate level. By making this graduate education opportunity available online, this program will attract graduate students who might not otherwise attend OSU. The online nature of the program, and the focus on working professionals, will create access to higher education for a diverse population who can not currently access it in their preferred discipline.

e. **Ways in which the program will seek to assure quality, access, and diversity.**

**Application Review** - All applications will be reviewed by the Graduate Certificate Director. Applicants must have a bachelor’s degree and an undergraduate GPA of at least 3.0 plus a demonstrated interest in the Graduate Certificate for career or academic advancement (as shown in the application materials). Students with a bachelor’s degree
in a non-natural resources field may be required to take preparatory courses prior to admission unless they have relevant work experience that can serve as a basis for admission. Students who do not meet the 3.0 GPA requirements may petition for conditional admission at the discretion of the Graduate Certificate Director, pending review by the Department Graduate Admissions Committee. Students who do not meet admission requirements will be advised to take 1-2 graduate-level courses as a non-degree seeking student, or apply to an appropriate post-baccalaureate program. As a unique program in all of North America, this program is expected to attract significant interest among practicing urban foresters, and enrollment may need to be limited to the most qualified applicants.

Retention and Evaluation – An advisor will check the status of currently enrolled Graduate Certificate students at the end of each academic term to assure that they are making progress and are meeting Continuous Enrollment requirements. Students who need to file Leave of Absence forms will be contacted by email, and those who are struggling will be referred to the Graduate Certificate Director and the Academic Success Center. Final grades, capstone products, and mentor evaluations of the capstone project will be reviewed by the Graduate Certificate Director prior to awarding the Graduate Certificate in Urban Forestry to a student.

Access and Diversity - Access to higher education and opportunities and the diversity of student populations should increase under this proposal. Natural resources has historically been a profession that has struggled to attract a large number of minority students. Urban Forestry typically attracts a more diverse racial, ethnic, and gender composition than other fields within the natural resources profession. Urban Forestry training has historically been diverse – urban foresters are often hired from a variety of backgrounds, including Forestry, Horticulture, Landscape Architecture, and Urban Planning. The focus on urban areas has the potential to attract more minorities than a rural-focused program.

Course Quality – Paul Ries, the proposed Graduate Certificate Director, has completed the Peer Review Course from Quality Matters, an online course design review process recently implemented by OSU. The required content courses for this Certificate will be designed using the Quality Matters Rubric and may be submitted for Peer Review prior to the third year they are taught. Required courses will be updated on a regular basis.

f. Anticipated fall term headcount and FTE enrollment over each of the next five years.

Applications for the Graduate Certificate in Urban Forestry will be accepted year-round. Based on interest conveyed to OSU faculty over the past two years that this idea has been under discussion, the program should attract 6 students enrolled in the first term, Fall Quarter 2014. The Certificate should take at least four quarters to complete. Once the program is fully operational, there should be an estimated 20 students in the program at any given time. The program goal by year 5 will be to have a stable enrollment of 20 students at any one time, including students just entering the program, students completing a Certificate, and students continuing on to complete the Master of Natural Resources degree.
g. Expected degrees/certificates produced over the next five years.

It is estimated that of the students enrolling in the program, up to 50% would continue on to the MNR online degree, using the Graduate Certificate in Urban Forestry as their program option. Thus, while the first Certificate graduates will complete the program by Fall 2015, the first MNR graduates will complete their programs in Summer 2016. By the end of the 2016-17 academic year, the program could be producing 5 Certificate holders and 5 MNR degree graduates each year. It should be recognized that with working professionals as a target audience, the program should expect a few students who need a leave of absence from the program and thus will take longer to complete the curriculum. However, with subsequent growth and assuming an average of 4 terms per student, the program should produce 50 Certificate holders by the five-year mark at end of the 2018-19 academic year.

h. Characteristics of students to be served (resident/nonresident/international; traditional/nontraditional; full-time/part-time; etc.)

Urban Forestry professionals work in a variety of capacities in local, regional, and state governments, the private sector, and in non-profit organizations. Almost 80% of the US population lives in urban areas and Urban Foresters have increasingly pivotal roles in dealing with the interface of the natural and the built environments. According to the UN, it is estimated that by 2030, 60% of the world’s population will live in urban areas. The 2005 UN Millennium Ecosystem Assessment details the surprisingly direct connections between the ecosystems services and human well-being. Thus, urban foresters with a greater understanding of complex climate, environmental, and social issues should be able to play valuable roles in improving the quality of life in their cities.

The target audience for this proposal includes working professionals who are already contributing to the quality of life in their communities by working on sustainable natural resource issues. Today, all major US cities, most medium cities, and even many smaller ones employ urban forestry professionals who deal with a myriad of environmental issues, and who have a great untapped potential to play an increased role in addressing more complex issues such as climate change. The new Graduate Certificate in Urban Forestry will be appropriate to all students, especially mid-career, company, industry or agency employees who want more training and experience in natural resources management. Typical students would come from across North America, and have a Bachelor’s Degree and preferably at least two years’ experience working in the urban forestry field. Students will be attracted by the online nature of the program, allowing them the opportunity to continue employment while working on the Graduate Certificate.

i. Adequacy and quality of faculty delivering the program.

The Graduate Certificate Director will be Mr. Paul D. Ries, MS, an Instructor in the Department of Forest Ecosystems and Society (FES). Mr. Ries has over 25 years of urban forestry experience at the local, state, national, international, non-profit, and academic levels. He has been affiliated with OSU for the past 9 years, and currently holds a .50 FTE appointment at OSU. He was the 2011 recipient of the OSU Vice Provost’s Award for Excellence in Innovation - Online Credit Teaching for his teaching efforts at OSU. He currently serves on the Board of Directors of the International
Society of Arboriculture, a worldwide professional association of arborists and urban foresters with over 20,000 members. In 2006, he received the President’s Award from the Society of Municipal Arborists for his work as the curriculum chair for the innovative Municipal Forestry Institute – a weeklong leadership course in urban forestry. Under this proposal, Mr. Ries will teach many of the core courses in the program, and will handle the administrative duties as Certificate Director. He will coordinate student advising, review all applications and programs of study, be a resource for students with questions about their program or career paths, and review coursework and capstone projects for Certificate completion.

All courses in this Certificate program will be taught by graduate faculty members having expertise in a broad range of natural resource topics applicable to an Urban Forestry setting.

j. Faculty resources – full-time, part-time, adjunct.

The following table lists the graduate faculty will supervise and/or teach graduate courses in the proposed Graduate Certificate. CVs are available upon request.

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Area of Expertise</th>
<th>Course(s) taught in the Certificate Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Badege Bishaw, PhD</td>
<td>Agroforestry, Social Forestry, Silviculture</td>
<td>SNR 511 Sustainable Natural Resources</td>
</tr>
<tr>
<td>Director of MNR Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>John Bliss, PhD</td>
<td>Private forest policy, Forest-based rural development</td>
<td>FES 592 Ecosystem Services: Ecology, Sociology, Policy</td>
</tr>
<tr>
<td>Professor, Forest Ecosystems and Society</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sandra DeBano, PHD</td>
<td>Ecosystem services</td>
<td>FW 562 Ecosystem Services</td>
</tr>
<tr>
<td>Associate Professor of Wildlife</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anita Morzillo, PhD</td>
<td>Landscape ecology, Wildlife ecology, Human dimensions</td>
<td>FES 585 Consensus and Natural Resources</td>
</tr>
<tr>
<td>Assistant Professor, Forest Ecosystems and Society</td>
<td></td>
<td>FES 5XX Urban Ecosystems</td>
</tr>
<tr>
<td>Mark Reed, MA</td>
<td>Forest ecosystems and society</td>
<td>FES 545 Ecological Restoration</td>
</tr>
<tr>
<td>Instructor, Forest Ecosystems and Society</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paul D. Ries, MS</td>
<td>Urban forestry, Arboriculture, Tree risk assessment</td>
<td>FES/HORT 555 Urban Forest Planning, Policy, Management</td>
</tr>
<tr>
<td>Instructor, Forest Ecosystems and Society</td>
<td></td>
<td>FES/HORT 547 Arboriculture</td>
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<td>FES 5XX Urban Forestry Leadership</td>
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<td>FES 5XX Urban Natural Resource Planning</td>
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<tr>
<td></td>
<td></td>
<td>FES 506 Urban Forestry Capstone</td>
</tr>
</tbody>
</table>
k. Other Staff

Capstone project members will be drawn from the ranks of urban forestry professionals serving in local, state, or federal agencies. The Certificate Director will serve as the capstone project coordinator and instructor of record for the FES 506 section. Support staff from the FES Department will handle graduate program admissions coordination. In the later two years, a Graduate Teaching Assistant would be added at .25 FTE. OSU faculty members who have agreed to serve as capstone project mentors include:

- Glenn Ahrens, MS, Extension Forester, OSU Extension Service
- Max Bennett, MS, Extension Forester, OSU Extension Service
- Stephen Fitzgerald, MS, Extension Forester, OSU Extension Service
- Amy Grotta, MS, Extension Forester, OSU Extension Service
- John Lambrinos, PhD, Associate Professor, OSU Horticulture Department
- Gail Langellotto, PhD, Associate Professor, OSU Horticulture Department
- David Shaw, PhD, Extension Forester, OSU Extension Service
- Al Shay, MS, Instructor, OSU Horticulture Department

Additional mentors involved with capstone projects will come from urban forestry, horticulture, urban planning, and natural resource professionals from public agencies throughout the state. In Oregon, the following individuals are willing to mentor students:

- Jenn Cairo, MS, MPA, City Forester, City of Portland, OR
- Jennifer Karps, MS, Urban Canopy Coordinator, City of Portland, OR
- Kristin Ramstad, MF, Community Assistance Forester, Oregon Dept. of Forestry
- Vivek Shandas, PhD, Associate Professor of Urban Studies, Portland State Univ.

These individuals are eligible for courtesy faculty status while serving as mentors. CVs are available upon request. Additional mentors in different geographic areas will be recruited to assist students as the program expands.
I. Facilities, library, and other resources.

The Department of Forest Ecosystems and Society is housed in two buildings on the Corvallis campus. Because students admitted to the Graduate Certificate in Urban Forestry will be Ecampus online learners, the current facilities are sufficient for meeting the needs of these students. OSU Library resources are also readily available to online students, though some additional library resources may later be needed. One new journal, *Urban Forestry and Urban Greening*, would be added to the library collection.

m. Anticipated start date.

Pending all appropriate reviews, the program should be available by Fall Quarter, 2014. Several individuals from across the country have already inquired about enrolling in this new Graduate Certificate program following approval.

2. Relationship to Mission and Goals

a. Manner in which the proposed program supports the institution’s mission and goals for access; student learning; research, and/or scholarly work; and service.

This program is very directly aligned with OSU’s Strategic Plan and advances its Phase I goal aimed to place OSU among the ten best Land Grant universities in the nation. The proposed Graduate Certificate in Urban Forestry and MNR degree option is closely aligned with the elements of the OSU Strategic Plan for interdisciplinary collaboration, the land-grant mission, national and international dimensions to the curricula, and the environmental and socio-economic health of the state, the nation and globe. Of the six strategic initiatives that focus on interdisciplinary approaches to education, the Graduate Certificate in Urban Forestry directly supports three of these initiatives:

- Understanding the origin, dynamics, and sustainability of the Earth and its resources.
- Optimizing enterprise, technological change, and innovation.
- Managing natural resources that contribute to Oregon’s quality of life, and growing and sustaining natural resources-based industries in the Knowledge Economy.

The Graduate Certificate in Urban Forestry also supports the Initiatives found in Phase II’s Strategic Plan Goals:

- The Graduate Certificate in Urban Forestry supports Goal 1 (*Provide outstanding academic programs that further strengthen our performance and pre-eminence in the thematic areas*) through its contribution to the following strategies:
  - Strategy D (enhance collaboration and coordination among academic units, centers, institutes, and programs).
  - Strategy I (focus outreach programs from the thematic areas on the state’s most critical economic and environmental issues, as well as on issues affecting human well-being, while creating new programs that target the critical needs of Oregon’s increasingly diverse population).
  - Strategy K (focus on scholarship creating international partnerships that address critical issues of environment, health, and socio-economic well-being in the context of a global society).
The Graduate Certificate in Urban Forestry also supports Goal 2 (improve the teaching and learning environment, and achieve student persistence and success through graduation and beyond, that matches the best land grant universities in the country). This initiative contributes to the OSU mission to serve the people of Oregon and the nation by providing a flexible professional training program through an extended campus format that can provide new job skills and opportunities for Oregonians to work in municipalities and public agencies across the state.

b. Connection of the proposed program to the institution’s strategic priorities and signature areas of focus.

The OSU Strategic Plan goal to ‘focus even more intently on enhancing OSU’s ability to produce strategies and solutions for the most important – and intractable – issues facing Oregon, the nation, and the world’ is addressed by this proposal. These goals encompass faculty development for both instruction (to enable students to think critically and solve complex problems) and research (to develop skills and capacities for research to help create solutions).

The Graduate Certificate in Urban Forestry helps educate working professionals as well as other students in dealing with climate change to improve livability in communities and other natural resource issues. The capstone project and connection to a mentor gives even more exposure to critical thinking skills and processes.

Phase II of the OSU Strategic Plan includes a signature area of focus that can be addressed by this new program. Advancing the Science of Sustainable Earth Ecosystems -“Improving the understanding of the earth ecosystems upon which all life depends, and promoting their sustainability through high-impact public policy involvement with issues such as climate change, food security and safety, renewable energy production, and economically viable natural resource management.” The Graduate Certificate in Urban Forestry is designed to help advance the science of sustainable earth ecosystems. It is targeted at professionals who work in management and interpretation to the public of the trees, parks and open spaces in cities. These areas, as much as or more than other places on earth, are subject to issues related to climate change such as how will mature plantings survive, how much water do urban trees use and during what seasons, how do their new stresses affect performance in the face of typical urban stressors (e.g. from air pollution, invasives, vandalism), and other contemporary issues.

c. Manner in which the proposed program contributes to Oregon University System goals for access; quality learning; knowledge creation and innovation; and economic and cultural support of Oregon and its communities.

Online degrees and certificates are a high priority for the Oregon University System. OSU’s College of Forestry is recognized as the premier provider of forestry professionals in the United States. Adding a strong urban forestry component to the College’s offerings has enormous growth potential. With 80% of the US population (and 68% if all Oregonians) living in cities, the demand for skilled people who can help cities maintain a livable environment will only increase.
As an online program, the Graduate Certificate in Urban Forestry will be fully accessible by students from around Oregon, the West, the entire US, and the world. The courses will focus on specific knowledge, skills, and competencies to address critical urban natural resource issues. The online delivery component makes this an innovative program because it involves a new Graduate Certificate and degree option that isn’t currently available anywhere in North America.

d. **Manner in which the program meets broad statewide needs and enhances the state’s capacity to respond effectively to social, economic, and environmental challenges and opportunities.**

The proposed Graduate Certificate in Urban Forestry involves an integrated curriculum with courses, case studies and readings coordinated throughout the Program by the course instructors and the Graduate Certificate Director. Students will work on a capstone project throughout their course of study with the input of faculty members and professional mentors who will help each student frame and analyze a problem important to his/her city, organization, or region.

The proposed Graduate Certificate in Urban Forestry is needed to help natural resource professionals respond to the challenges of managing urban environments in such a way that captures the economic, environmental, and social benefits that trees provide. Each student will complete the Graduate Certificate in Urban Forestry only after having demonstrated:

- Skill in integrative thinking and collaborative learning across several disciplines within the natural resource professions.
- Familiarity with a wide variety of disciplinary knowledge and capacity to apply knowledge to natural resource problems at multiple scales.
- Ability to construct a study project about a specific policy issue using multiple data collection techniques, cross-disciplinary interactions, and integrated analysis methods.

The Graduate Certificate in Urban Forestry will not only help students gain new knowledge, it will also be a problem-solving experience. The program’s capstone projects provide students with extensive experience developing their problem-solving skills. This project focuses the substantial capabilities of our students and faculty on real-world natural resource problems faced by agencies, institutions, and organizations – problems which often involve balancing the “triple bottom line” of sustainability – economic, environmental, and social aspects.

Within the field of Urban Forestry, this Certificate fills an important niche – providing graduate level training to natural resource professionals who play an on-the-ground role in responding to social, economic, and environmental challenges and opportunities facing our cities, where 68% of all Oregonians live. The flexibility of the program will attract urban foresters from cities both large and small. Given that the Certificate Director has 25 years of experience in this professional field, he has extensive contacts throughout the US that can help connect students to a variety of urban forestry problems and issues that can be addressed during the capstone projects, making this a real-life problem-solving experience rather than a theoretical one.
3. Accreditation

a. Accrediting body or professional society that has established standards in the area in which the program lies, if applicable.

There are no accreditation programs in the field of urban forestry graduate education.

b. Ability of the program to meet professional accreditation standards. If the program does not or cannot meet those standards, the proposal should identify the area(s) in which it is deficient and indicate steps needed to qualify the program for accreditation and date by which it would be expected to be fully accredited.

While there is no accreditation program for urban forestry education programs, there are similar efforts for individuals and municipal programs. The closest approximation to professional accreditation program available for urban foresters would be the International Society of Arboriculture (ISA) Municipal Specialist Certification. This program is a voluntary one that individual urban foresters can attain. A related organization, the Society of Municipal Arborists (SMA), accredits municipal urban forestry programs. The Graduate Certificate in Urban Forestry could be a valuable tool in helping individuals obtain ISA Municipal Specialist certification and in helping municipal urban forestry programs gain SMA accreditation.

c. If the proposed program is a graduate program in which the institution offers an undergraduate program, proposal should identify whether or not the undergraduate program is accredited and, if not, what would be required to qualify it for accreditation.

The Society of American Foresters accredits undergraduate Forestry curricula, and OSU has held this accreditation since 1935.

d. If accreditation is a goal, the proposal should identify the steps being taken to achieve accreditation. If the program is not seeking accreditation, the proposal should indicate why it is not.

There is no suitable accreditation program available for the proposed Graduate Certificate in Urban Forestry.

4. Need

a. Evidence of market demand.

The Society of Municipal Arborists (SMA), a professional society for arborists and urban foresters working at the municipal level, surveyed graduates of their innovative annual national leadership course, the Municipal Forestry Institute (MFI). The survey results provide some interesting “market research” for OSU regarding the relevance of the Graduate Certificate in Urban Forestry. SMA surveyed 319 MFI graduates, and obtained a 45% response rate. The following table reveals that 60% of the respondents had some interest in an online urban forestry program such as the one in this proposal.
The SMA has a membership of approximately 1,500 people in the United States and Canada, while the ISA has a membership of over 20,000 people worldwide. This group of nearly 400 MFI graduates and 20,000 ISA urban foresters and arborists would be the primary target audience of the new Graduate Certificate in Urban Forestry.

b. If the program's location is shared with another similar OUS program, proposal should provide externally validated evidence of need (e.g., surveys, focus groups, documented requests, occupational/employment statistics and forecasts).

After review of Environmental Science and Natural Resources Programs with the Oregon University System (OUS), it was determined that this program does not overlap with any other OUS institution.

c. Manner in which the program would serve the need for improved educational attainment in the region and state.

In OSU's Strategic Plan, the University commits itself to “Focus even more intently on enhancing OSU's ability to produce strategies and solutions for the most important – and intractable – issues facing Oregon, the nation, and the world”. The Graduate Certificate in Urban Forestry would be a significant step towards that goal. OSU is in a prime competitive position to offer the Certificate for several reasons: 1) it would be the only online program being offered in this topic area in the entire US, 2) OSU has a track record of existing online natural resource courses that is unparalleled anywhere else, and 3) Urban Forestry continues to be an emerging topic of importance, and OSU's national leadership role in the Forestry profession makes this offering a natural addition to an already excellent program.

d. Manner in which the program would address the civic and cultural demands of citizenship.

The Graduate Certificate in Urban Forestry emphasizes the integration of social and biological sciences, balanced with critical thinking skills and a strategic thinking approach to natural resource management. The online courses encourage thoughtful debate through discussion boards, group projects, case studies, and simulations. Because urban foresters are engaged in managing the environment for public benefits, the civic nature of this endeavor is always present. Urban forestry programs at the municipal level almost always have a civic engagement and cultural diversity component, and this Graduate Certificate program will address those components.

<table>
<thead>
<tr>
<th>Would have applied for credit for MFI if it had been offered</th>
<th>36%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest in obtaining an online Urban Forestry graduate degree</td>
<td>Very Interested</td>
</tr>
<tr>
<td></td>
<td>Somewhat Interested</td>
</tr>
<tr>
<td></td>
<td>Interested if assisted by employer</td>
</tr>
<tr>
<td></td>
<td>Total interested</td>
</tr>
</tbody>
</table>
5. Outcomes and Quality Assessment

a. Expected learning outcomes of the program.

The curriculum requirements for the Graduate Certificate in Urban Forestry are intentionally designed to be broad in order to provide students with flexibility in scheduling and tailoring their program of study to meet their individual needs, educational background, and work experience. For example, a city forester working in a municipal program may have some commonality but also some very different needs or interests than an executive director of a non-profit tree-planting group. Both would be able to tailor the program by taking elective courses that suit their needs, in addition to taking a common set of required courses. All students will be expected to meet the following learning outcomes of the proposed program:

- Demonstrate proficiency (overall GPA of 3.0 or greater) in graduate-level coursework in urban forestry and natural resources.
- Integrate biological and social science concepts in a capstone project designed to address a specific urban forestry situation, issue, or problem.
- Synthesize scientific information from a variety of sources and demonstrate research and writing skills through a capstone project proposal, outline, and revision process, as well as correct citation and documentation of sources.
- Improve knowledge and understanding of critical urban forestry issues to prepare for advancement in the field.

A rubric will be developed to create a uniform measure for these outcomes as part of the Capstone project process, along with a Graduate program competency assessment similar to what is in development for other programs, in order to monitor and ensure academic rigor.

b. Methods by which the learning outcomes will be assessed and used to improve curriculum and instruction.

Faculty advisors and mentors will provide a review of each student’s capstone project and overall coursework to assess learning outcomes described above during an oral presentation (in person or virtually) prior to graduation. All students will receive an exit questionnaire that includes an opportunity to evaluate their courses and experience in the program. The Certificate Director and the Forest Ecosystems and Society Department Head will annually review the results in order to identify program needs and potential improvements. The Quality Matters Rubric will also be used to improve the courses.

c. Program performance indicators, including prospects for success of program graduates and consideration of licensure, if appropriate.

Program success will be measured by the number of graduates, and the success those graduates achieve post-Certificate completion (promotion or movement to higher levels of managerial responsibility). A LinkedIn group, Facebook page, or annual newsletters are possible tools that may be used to maintain contact with graduates.
d. Nature and level of research and/or scholarly work expected of program faculty; indicators of success in those areas.

The Certificate Director will review exit surveys, course evaluations, and employment histories of Certificate students in this program, potentially synthesizing the information for publication in an education journal or commentary in an online forum, as well as presentations at regional and national meetings. When a critical mass of graduates is achieved, a survey will be conducted to quantify the experience and subsequent ways the graduates have applied the information they learned in the program.

6. Program Integration and Collaboration

a. Closely related programs in other OUS universities or Oregon private institutions.

No other OUS institution offers an urban forestry curriculum at either the undergraduate or graduate level. Portland State University offers a single undergraduate Geography course in Urban Forestry. PSU offers an Urban Studies Masters Degree encompassing urban planning, transportation, livability, and sustainability, and is tangentially related to forestry and natural resources. The University of Oregon offers an Ecological Design Certificate that relates to architecture and landscape architecture, and is tangentially related to forestry and natural resources. No private colleges or universities in the state offer any related programs.

b. Ways in which the program complements other similar programs in other Oregon institutions and other related programs at this institution. Proposal should identify the potential for collaboration.

The Graduate Certificate in Urban Forestry would complement the two aforementioned programs at PSU and UO. Those programs are focused on urban planning and design, whereas the OSU Graduate Certificate would focus on the broader management of urban natural resources and particularly the urban forest component. There are several potential collaborations possible here, including guest lectures by PSU and UO faculty in OSU courses (and vice-versa), collaborative networks for group projects with PSU or UO graduate students, and even the possibility of adding PSU or UO courses as an elective if the latter two institutions offer any of these classes online in the future. Such collaboration would strengthen all three programs.

c. If applicable, proposal should state why this program may not be collaborating with existing similar programs.

Not applicable.

d. Potential impacts on other programs in the areas of budget, enrollment, faculty workload, and facilities use.

Other Departments teach several of the elective courses listed in the Graduate Certificate curriculum. As with the MNR degree and other certificate programs, we seek collaboration across campus and hope that our courses and majors enhance the diversity and quality of all natural resource-based programs.
7. Financial Sustainability (attach the completed Budget Outline)

a. Business plan for the program that anticipates and provides for its long-term financial viability, addressing anticipated sources of funds, the ability to recruit and retain faculty, and plans for assuring adequate library support over the long term.

The Graduate Certificate in Urban Forestry utilizes many existing OSU courses, plus new graduate level courses that would be created as part of this proposal. Ecampus has awarded a faculty development grant to the Forest Ecosystems and Society Department for these new courses, which will be developed and submitted through the CAT II process during the 2013-14 academic year. Beginning in 2014-15, the Graduate Certificate program will be supported by tuition revenues resulting from an increase in FTE created by the student enrollment in the three new courses and one existing graduate course. Since 80% of Ecampus tuition revenues are returned to the College, these funds should be sufficient to support the new Graduate Certificate program.

Expected revenues are based on an estimate of 6-20 enrolled students per year multiplied by 7 credit hours of new required FES coursework and 4 credit hours of existing FES coursework (FES 555). Revenues are calculated at the 2013-14 Ecampus graduate tuition rates that can be expected to return $410 per credit hour to the academic unit, less 15% allocated to the College of Forestry. No inter-college reallocation of resources is expected to be needed to support this proposal.

| Anticipated Ecampus Tuition Revenues from new Graduate Certificate in Urban Forestry |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Year 1                          | Year 2                          | Year 3                          | Year 4                          |
| 6 students                      | 10 students                     | 15 students                     | 20 students                     |
| $23,001                         | $38,335                         | $57,502                         | $76,670                         |

The addition of this Graduate Certificate will create a larger online graduate student body that will add to the credit hours in the elective courses offered by the other departments represented in the proposed curriculum. Those increased tuition revenues will be retained by the departments hosting the elective courses.

As noted on the proposed Budget Worksheet, the Graduate Certificate Director will be supported by .25 FTE, which will cover instruction (.15 FTE for the three new classes totaling 7 credits), and administration (.10 FTE for program coordination and student advising). The remaining .25 FTE of the Graduate Certificate Director’s faculty position (for a total of .50 FTE) is already devoted to undergraduate instruction. Graduate Teaching Assistant and Support Staff FTE would be added in years 3 and 4 as the workload increases. Ecampus does not provide funding for advising and administrative support for graduate-level programs at this time. Tuition revenue from the three new courses and the one existing course are expected to cover these costs. Library resources are adequate to begin the program, however as the program expands, there may be additional need to increase regular and electronic library resources required for the program. The budget calls for one new journal, Urban Forestry and Urban Greening, to be added to the OSU collection to support this new Graduate Certificate.
b. Plans for development and maintenance of unique resources (buildings, laboratories, technology) necessary to offer a quality program in this field.

Given the online nature of this program, brick-and-mortar facilities are not as relevant as they would be in a residential graduate program. OSU's nationally recognized Ecampus program has sufficient infrastructure to support this increase in enrollment. This Graduate Certificate will join existing online MNR graduate certificates offered via Ecampus. Currently, over 60 students are pursuing the MNR degree, and the addition of this Graduate Certificate will contribute to the MNR program growth as well. We are dedicated to providing the best available online education, utilizing cutting-edge technologies and continually updating course materials and delivery. The Certificate Director has already completed the Quality Matters course requirements to become a Peer Reviewer of online courses. We will continue to work with Ecampus on technological advances, continually updating courses and improving our efforts to connect with distance education students.

The quality of the program will be based on the quality of the classes, and the reputations and teaching abilities of the instructors. Another key piece of the experience for this program will be the case studies. OSU is working with the Oregon Department of Forestry’s (ODF) Urban Forestry Assistance Program to identify cities across the state that would be willing to work with students to make their Capstone Project a real-life experience rather than a theoretical exercise. ODF has contacts with urban forestry programs in the other 49 states, and we expect that eventually we should be able to help students find a Capstone Project close to their home.

c. Targeted student/faculty ratio (student FTE divided by faculty FTE).

1:10, moving to 1:20 when the Certificate is fully operational.

d. Resources to be devoted to student recruitment.

This new Certificate will be promoted widely through various urban forestry professional association meetings and publications. Ecampus will help market the Graduate Certificate in Urban Forestry through its extensive networks. OSU is also a member of the Natural Resource Distance Learning Consortium, a collaboration of multiple land-grant institutions offering online courses. The Certificate Director's personal contacts formed through 25 years experience in the Urban Forestry professional will be leveraged to recruit new students from throughout Oregon and across the country.

8. External Review (if the proposed program is a graduate level program, follow the guidelines provided in External Review of new Graduate Level Academic Programs in addition to completing all of the above information)

This proposal is a Certificate and not a stand-alone graduate degree program. Although the specific Certificate is new, this proposal is an extension of the Master of Natural Resources program at OSU, where five other related Certificates currently exist. The MNR program has already undergone an external review.
Dr. Paul Doescher, Head  
Department of Forest Ecosystems and Society  
Oregon State University College of Forestry  
321 Richardson Hall  
Corvallis, OR 97331  

Dear Dr. Doescher,  

As the National Program Leader for the USDA Forest Service’s Urban & Community Forestry Program, I would like to take this opportunity to voice our agency’s support for Oregon State University’s proposed Graduate Certificate in Urban Forestry. This proposal involves an innovative approach that adds great value to the urban forestry movement in the US.  

The USDA Forest Service’s Urban and Community Forestry Program works cooperatively with state forestry agencies, non-profit organizations, universities, and other partners to enhance the quality of life in our nation’s cities, towns, and communities. Our urban forests are valuable assets that help address a myriad of issues, including local approaches to climate change, pollution reduction, and water quality issues. The proposed online Graduate Certificate in Urban Forestry and Masters of Natural Resources Degree would be of great interest to our state, local, and non-profit partners throughout the US. Graduates from this new program would be well positioned to address the critical challenges of managing our urban forests for their economic, environmental, and social benefits. I expect this program to be very popular, and to fill an important educational need in urban forestry.  

On behalf of the USDA Forest Service’s Urban and Community Forestry Program, I want to lend our support for this important proposal.  

Sincerely,  

Jan Davis  

JAN DAVIS  
Assistant Director, Cooperative Forestry  
National Program Leader, Urban and Community Forestry Program
September 18, 2013

Dr. Paul Doescher, Head
Department of Forest Ecosystems and Society
Oregon State University College of Forestry
321 Richardson Hall
Corvallis, OR  97331

Dear Dr. Doescher:

This letter is in support of the Graduate Certificate in Urban Forestry proposed by Mr. Paul Ries. As we understand it, this would be the first online graduate level urban forestry program in North America, and as such, it would be a great opportunity for our members who are currently employed in cities across the continent who may want to further their education but lack the resources to do so via the more traditional format.

As researchers develop new understanding of the complex urban forest, our members must continue to further their education while holding down a full-time job. City budgets seldom provide for advanced degrees. While the knowledge required or an urban forester continues to grow, so, too, do the demands on his/her daily job duties.

We believe this program will offer a solution to this problem and will be well received by our members. We appreciate the opportunity to offer this letter of support.

Sincerely,

Jerri J. LaHaie, CAE, Executive Director
9/25/2013

Dr. Paul Doescher, Head
Department of Forest Ecosystems and Society
Oregon State University College of Forestry
321 Richardson Hall
Corvallis, OR 97331

Dear Dr. Doescher:

I am writing to encourage approval for the proposed Graduate Certificate in Urban Forestry. I enthusiastically support the proposal for the following reasons:

- In my role as manager of a leading international urban forestry consulting firm, I am continuously recruiting and hiring individuals with degrees in urban forestry, particularly with advanced degrees. A Graduate Certificate in Urban Forestry would enable working professionals (including my own employees) to earn an advanced degree while continuing to gain critical experience in the field.

- As an advisor and visiting lecturer to Cal Poly State University’s Natural Resource and Environmental Science Department, I have seen how the perceived lack of opportunities for advanced degrees in urban forestry have led some talented students to pursue other fields of study. This program would provide a much needed option here in the West.

- Perhaps most importantly, with higher percentages of people living in urban areas, the emerging focus on urban greening and urban ecology is here to stay. This program will help society meet the needs of people to live well in an increasingly urbanizing world.

In short, I strongly believe that Graduate Certificate in Urban Forestry will be an asset to the industry and to Oregon State University. I applaud the vision for the Certificate and hope that my support provides insight into the final determination to approve it.

Sincerely,

Jack McCabe
Regional Operations Manager
September 20, 2013

Dr. Paul Doescher, Head
Department of Forest Ecosystems and Society
Oregon State University College of Forestry
321 Richardson Hall
Corvallis, OR 97331

Dear Dr. Doescher,

On behalf of the Arbor Day Foundation, I am writing this letter to endorse Oregon State University’s proposed Graduate Certificate in Urban Forestry. The Arbor Day Foundation is a nonprofit conservation and education organization of nearly one million members, with a mission to inspire people to plant, celebrate and nurture trees. The Foundation works very closely with the urban forestry community, including the USDA Forest Service, state urban foresters, city foresters and other local urban forestry professionals, and non-profit tree planting organizations. Begun in 1972 to celebrate the 100th anniversary of the first Arbor Day, the Foundation is one of the world’s largest nonprofit conservation organizations dedicated to planting trees, planting and distributing than 10 million trees each year.

Our urban forestry educational efforts would be well complemented by OSU’s proposed Graduate Certificate in Urban Forestry. OSU’s initiative to provide online graduate level urban forestry education is both innovative and unique, and we believe that it will fill an important role in the urban forestry profession. We work with communities and urban forestry professionals all across the US, and we know that geographic and time limitations can severely limit people’s access to higher education. OSU’s proposal will reach professionals that wouldn’t otherwise have access to this type of education.

The Arbor Day Foundation is pleased to offer our support in making this new opportunity available to urban forestry professionals.

Sincerely,

[Signature]

Dan Lambe
Vice President
Arbor Day Foundation
d. Urban Forestry Administration

October 2, 2013

Dr. Paul Doescher, Head
Department of Forest Ecosystems and Society
Oregon State University College of Forestry
321 Richardson Hall
Corvallis, OR 97331

Dear Dr. Doescher:

This is a letter of support for Paul Ries' proposal to develop a new Graduate Certificate in Urban Forestry at the Oregon State University College of Forestry. I am the current Chair of the National Association of State Foresters Urban and Community Forestry Committee and District of Columbia State Forester.

As State Forester, I manage a team of 16 certified urban foresters in the Urban Forestry Administration. My staff members are always looking for new and meaningful educational opportunities to maintain and increase their skills. In recent years, online programs offering certification in important technical areas have emerged as viable options for continuing education. I have two employees that are earning certificates in Green Stormwater Infrastructure Design and Management from the University of Washington and one earning a certificate in Green Roofs from Iowa State University. Benefits are that these courses can be done on your own time and compete access to educational opportunities are available to you as long as you can get online. I encourage and pay for these courses for my staffers.

Please feel free to contact me at 202-671-5114 or at monica.lear@dc.gov if you have any questions.

Sincerely,

Monica M. Lear, Ph.D.
Deputy Associate Director
District of Columbia State Forester
Urban Forestry Administration
September 30, 2013

Dr. Paul Doescher, Head
Department of Forest Ecosystems and Society
Oregon State University College of Forestry
321 Richardson Hall
Corvallis, OR 97331

Dear Dr. Doescher,

On behalf of the International Society of Arboriculture (ISA), I'd like to offer our support for Oregon State University's proposed Graduate Certificate in Urban Forestry. ISA is a 20,000+ professional society and non-profit educational organization for arborists and urban foresters from around the world. OSU's new proposal is clearly aligned with our mission statement "Through research, technology, and education, the International Society of Arboriculture promotes the professional practice of arboriculture and fosters a greater awareness of the benefits of trees."

ISA administers certification credentials and continuing education events that help arborists and urban foresters keep current on best management practices, equipment innovations, and technologies that help us plant, manage, and care for trees. We believe that academic proposals such as OSU's fulfill a need that is not currently being met – providing these professionals with access to graduate certificate and degree programs to further their formal education. In fact, I know of only one other program in this area, and that one is not in the United States. We have our own Online Learning Center, which provides opportunities for continuing education to professionals who wouldn't otherwise have access, worldwide, any time of day. Many working professionals cannot attend traditional college to advance their careers, so online education has proven to be a popular strategy. Yet formal, higher education possibilities online are virtually non-existent in our profession.

I believe that future leaders of our organization will benefit from opportunities like these. Graduates from this new program would be well prepared to address the complex challenges of managing our urban forests and well positioned to improve the livability of our cities through planting and caring for trees. OSU's new program should be of great interest to our members.

Sincerely,

Jim Skiera
ISA Executive Director
Category I Proposal
Guidelines for Addressing Accessibility of New Programs

Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 prohibits discrimination against individuals with disabilities and mandates the provision of reasonable accommodations to ensure access to programs and services. Oregon State University is committed to providing equal opportunity to higher education for academically qualified students without regard to a disability.

For questions and assistance with addressing access, please contact the Office of Disability and Access Services (737-4098) or the Office of Affirmative Action and Equal Opportunity (737-3556)

Title of Proposal: Graduate Certificate in Urban Forestry

Effective Date: Fall Qtr, 2014

Department/Program: College:

Forest Ecosystems and Society Forestry

☐ Faculty Guidelines (http://ds.oregonstate.edu/facultystaff.aspx?Title=ResponsibilitiesFacultyStaff)
☐ Information Technology Guidelines (http://oregonstate.edu/accessibility/)

By signing this form, we affirm that at we have reviewed the listed documents and will apply a good faith effort to ensure accessibility in curricular design, delivery, and supporting information.

Sign (Dept Chair/Head; Director) Date

Dr. Paul Doescher

Print (Department Chair/Head; Director)
Library Evaluation for Category I Proposal

Graduate Certificate in Urban Forestry

Title of Proposal

Forest Ecosystems and Society

Department

Forestry

College

The subject librarian responsible for collection development in the pertinent curricular area has assessed whether the existing library collections and services can support the proposal. Based on this review, the subject librarian concludes that present collections and services are:

[ ] inadequate to support the proposal (see budget needs below)
[ ] marginally adequate to support the proposal
[ x] adequate to support the proposal

Estimated funding needed to upgrade collections or services to support the proposal (details are attached)

Year 1: $352
Ongoing (annual): $352 + 5% inflation/year

Comments and Recommendations:

Date Received: 09/30/13

Date Completed: 10/8/13

Laurel Kristick
Collection Assessment Librarian

Signature

Steven Sowell
Head of Collections & Resource Sharing

Signature

Date

University Librarian

Signature

Date
Oregon State University Libraries Evaluation of the Collection supporting a Proposal to Initiate a Graduate Certificate in Urban Forestry

This Oregon State University Libraries' (OSUL) assessment reviews the print monographic, e-book, and electronic serials collections as related to broad science information needed to support the proposed Urban Forestry graduate certificate program. As stated in the Cat 1 proposal, “Urban forestry involves the planning, planting, and management of trees and related vegetation in and around cities. The urban forest is made up of the mosaic of the planted landscape and native forest remnants left behind as cities have developed. Urban forestry is an academic discipline that is related to Forestry, Horticulture, Urban Planning, Landscape Architecture, and Land Use Planning.” From the OSUL perspective, students and researchers will tap various components of the library collections.

Summary of Recommendations
The monographic collection appears to be adequate to support this program. The journal collection is currently marginally adequate and would be significantly enhanced with a subscription to Urban Forestry and Urban Greening at $352/year.

Print Monographs and E-Books
Library evaluations of proposed programs have traditionally included the analysis of OSUL’s print monograph collection. Due to the interdisciplinary nature of this program, spanning the sciences and social sciences, a full analysis of all relevant monographs collections would be difficult, so a sampling of subject headings in the relevant subjects has been analyzed.

Urban Forestry Monograph Collection

<table>
<thead>
<tr>
<th>Subject Headings</th>
<th>OSU</th>
<th>OSU + Summit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arboriculture</td>
<td>39</td>
<td>121</td>
</tr>
<tr>
<td>City planning</td>
<td>1,550</td>
<td>15,136</td>
</tr>
<tr>
<td>Horticulture</td>
<td>321</td>
<td>887</td>
</tr>
<tr>
<td>Land use planning</td>
<td>6</td>
<td>26</td>
</tr>
<tr>
<td>Landscape architecture</td>
<td>283</td>
<td>2,077</td>
</tr>
<tr>
<td>Landscape design</td>
<td>77</td>
<td>430</td>
</tr>
<tr>
<td>Landscape gardening</td>
<td>369</td>
<td>1,551</td>
</tr>
<tr>
<td>Trees in cities</td>
<td>52</td>
<td>277</td>
</tr>
<tr>
<td>Urban forestry</td>
<td>63</td>
<td>209</td>
</tr>
<tr>
<td>Urban policy</td>
<td>340</td>
<td>2,125</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>2,885</td>
<td>18,159</td>
</tr>
</tbody>
</table>

While OSUL's holdings are adequate to support this program, the number of available titles is significantly increased by the OSUL investment in the Orbis Cascade Alliance. Students and faculty can order from the collections of all the libraries in the Orbis Cascade Alliance through the Summit catalog. University of Oregon, Portland State University, University of Washington and Washington State University are some of the larger research libraries represented in the Summit catalog. Books requested through Summit are delivered to OSUL within three to five working days. For more specialized titles not held by any library in the Alliance, Interlibrary Loan service is available.
The growing availability of e-books makes it possible to expedite access to more information from various locations. This obviously better serves our distance learners and is a convenience for our on-campus students and faculty. As this is an exclusively online program, this type of access is very important.

**Serials/Journals**
In the sciences, ready access to current information is expected. The OSUL maintain an excellent collection of journals in the subjects of forestry and horticulture, with a more limited collection of journals in urban planning, landscape architecture and land use planning. There is concern that with regular price increases to our licenses and a flat budget that access may be eroded over time. The OSUL already have sacrificed timely access to some titles in favor of an embargo period to cut costs.

The Urban Forestry database, maintained by the University of Minnesota, indexes 90 journals in the relevant disciplines. See Appendix 1 for a full list of these journals and OSUL holdings. OSUL has current access to 37 of these titles and archival access to an additional 15 titles. Many of the unsubscribed titles are regional (e.g., *Minnesota Horticulturist*) and/or not scholarly in nature (e.g., *Christmas Tree*). Of the 7 scholarly journals (as indicated by the presence of ISI impact factors), most are in related disciplines, with the exception of *Urban Forestry and Urban Greening*, a journal published by Elsevier.

With the exception of 2 titles, all current subscriptions are available online, so the Ecampus students will have access at all times. For the 2 print subscriptions, and for older volumes only available in print, OSUL offers the “Scan and Deliver” service, where PDFs of requested articles are e-mailed to faculty and students.

We recommend establishing a subscription to *Urban Forestry and Urban Greening* at $352/year and monitoring use of inter-library loan for current issues of those titles without current subscriptions and see if usage justifies licensing of additional current content.

**Indexes and Databases**
The core indexes to the relevant information for this program are CAB Abstracts, which includes Forestry Abstracts, Web of Science, and PAIS International (for public policy-related material). In addition, the University of Minnesota Forestry Library maintains an Urban Forestry database that is freely available.

**Key library services & librarian expertise**
Expertise within the OSUL is covered by Bonnie Avery. In that capacity, she provides instruction as requested either in-class or via the web, responds to reference inquiries, and develops materials to assist faculty members and students in their research.

The collection in Forestry is built by Bonnie Avery; the social sciences related to this discipline are covered by Valery King. Providing access to items not owned by OSUL is the domain of the Interlibrary Loan and Summit staff both at OSUL and at lending libraries. Print articles located in the OSU Libraries collections may be requested via the Scan and Deliver service, which provides PDFs of the requested articles. Additional services for students include the physical attributes of the libraries including excellent computer facilities, study areas for individual and group work, and practice rooms for students.
Respectfully submitted,

Laurel Kristick  
Collection Assessment and Science Librarian  
October 8, 2013
### Appendix 1. Urban Forestry Journals

<table>
<thead>
<tr>
<th>Journal title</th>
<th>OSU Online Holdings</th>
<th>OSU Print Holdings</th>
<th>ISI Impact Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advances in Environment, Behavior, and Design</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>American Forests</td>
<td>1989-present</td>
<td>1910-present</td>
<td>1.978</td>
</tr>
<tr>
<td>American Journal of Community Psychology</td>
<td>1997-present</td>
<td>N/A</td>
<td>1.978</td>
</tr>
<tr>
<td>American Nurseryman</td>
<td>1995-present</td>
<td>1936-2010</td>
<td>1.978</td>
</tr>
<tr>
<td>Arbor Age</td>
<td>1999-present</td>
<td>N/A</td>
<td>1.978</td>
</tr>
<tr>
<td>Arbor Day</td>
<td>N/A</td>
<td>N/A</td>
<td>1.978</td>
</tr>
<tr>
<td>Arboricultural Journal</td>
<td>N/A</td>
<td>1965-1992</td>
<td>1.978</td>
</tr>
<tr>
<td>Arboricultural Research Note</td>
<td>N/A</td>
<td>N/A</td>
<td>1.978</td>
</tr>
<tr>
<td>Arboriculture &amp; Urban Forestry</td>
<td>1975-present</td>
<td>1975-present</td>
<td>1.978</td>
</tr>
<tr>
<td>Arborist News</td>
<td>2000-present</td>
<td>2011-present</td>
<td>1.978</td>
</tr>
<tr>
<td>Arnoldia</td>
<td>1911-present</td>
<td>1941-1992</td>
<td>1.978</td>
</tr>
<tr>
<td>Atmospheric Environment</td>
<td>1995-present</td>
<td>1967-2005</td>
<td>3.139</td>
</tr>
<tr>
<td>Australian Forestry</td>
<td>2001-present</td>
<td>1936-2009</td>
<td>0.97</td>
</tr>
<tr>
<td>Australian Parks and Recreation</td>
<td>N/A</td>
<td>N/A</td>
<td>0.97</td>
</tr>
<tr>
<td>Biomass and Bioenergy</td>
<td>1995-present</td>
<td>N/A</td>
<td>3.326</td>
</tr>
<tr>
<td>Canadian Journal of Forest Research</td>
<td>1971-present</td>
<td>1971-2006</td>
<td>1.246</td>
</tr>
<tr>
<td>Canopy International</td>
<td>N/A</td>
<td>N/A</td>
<td>1.246</td>
</tr>
<tr>
<td>Christmas Trees</td>
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<td>Women in Natural Resources</td>
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</tbody>
</table>
Curriculum Vitae

Paul D. Ries

698 Valleywood Dr. SE
Salem, Oregon 97306

Wk: (503) 945-7391 or (541) 737-3197
Em: paul.ries@oregonstate.edu

TEACHING and EXTENSION EXPERIENCE

2004 – Present, Department of Forest Ecosystems and Society, College of Forestry, Oregon State University

2009 – Present, Instructor and Extension Specialist - Serve as curriculum developer and instructor for three online Urban Forestry courses (FOR/HORT 350, 447/547, and 455/555) and provide leadership for the B.S. in Natural Resources – Urban Forest Landscapes option, and a new proposed Graduate Certificate in Urban Forestry. This is a .50 FTE appointment since the 2013/14 academic year; previously it was at .25 FTE beginning with the 2009-10 academic year. Currently teaching 100 students per year in four online classes. Also teach/organize the annual OSU Arboriculture Short Course and serve as Extension technical specialist in support of Extension agents. Recently completed the Quality Matters Peer Review training for online courses.

2004-2009, Affiliate Faculty Member - Developed and taught the first-ever urban forestry undergraduate seminar class at OSU (2005 and 2006), guest lectured in a variety of Forestry and Horticulture courses, and received three faculty development grants to create new online courses (approximately .10 FTE per year).

Graduate Students Supervised
Bradley Hamel, MF, 2013
Abbey Driscoll, MS, 2014
Daniel Gleason, MS, 2015

Awards
2011 – OSU Vice Provost’s Award for Excellence - Innovation in For-Credit Teaching

Grants Awarded – Project grants written and awarded as Principal or Co-Principal Investigator or Project Manager through the Oregon Department of Forestry (ODF) and with Oregon State University, or both, include:

- Best Management Practices to Reduce Forest Fragmentation During Development, (ODF, in conjunction with Washington Department of Natural Resources), by the USDA Forest Service, 2008, $50,000.
- Reducing Forest Fragmentation in Interface Forest Landscapes, (ODF, in conjunction with OSU) by the USDA Forest Service, 2009, $257,580.
- Tree Board University: Online Training for Cultivating Urban Forestry Supporters, (ODF in conjunction with the Arbor Day Foundation) by the National Urban & Community Forestry Advisory Council, 2009, $49,261.
- Online Urban Forestry & Urban-Rural Interface Forestry Technology Transfer, (ODF, in conjunction with state forestry agencies in WA, AK, ID, and with OSU and PNW-ISA), 2010, $165,123.
- Urban Forest Inventory Analysis, (ODF), by the USDA Forest Service Pacific Northwest Research Station, 2010, $776,375.
- A Regional Urban Forestry Strategy for Portland/Vancouver (ODF, In conjunction with Washington DNR and OSU), by the USDA Forest Service, 2012, $166,348
- The Oregon Forest Action Plan Mobility Project, (ODF, in conjunction with OSU), by the USDA Forest Service, 2013, $241,234.
PROFESSIONAL EXPERIENCE

2001 - Present: Urban and Community Forestry Program Manager, Oregon Dept. of Forestry, Salem, Oregon.
- Manage a statewide program delivering technical, financial, organizational, and educational urban forestry assistance by providing leadership and technical services to support a staff of three professionals and seasonal interns (Currently .50 FTE; previously .75 - 1.0 FTE). Responsible for policy, budget, performance measures, and strategic planning functions, partnership projects, federal contract fulfillment, accomplishment reporting, and representing agency before the media, and elected officials.
- Performance indicators – Provide an average of 500 technical assists per year and successfully managed over $8 million worth of federal-state project and program grants since 1991.

2004 – 2013: Lead Incident Public Information Officer (PIO), Oregon Dept. of Forestry, Salem, Oregon.
- Served as a lead PIO on a Type 1 Incident Management Team, responsible for media support and community relations, managing incident communications efforts, coordinating with federal, state, and Emergency Management agencies and elected officials, and supervision of other PIOs.
- Performance indicators: Successfully completed assignments with more than a dozen wildfire and all-risk incidents in nine US states, as well as Hurricane Katrina Support.

- As the first incumbent of this new position, served as the executive officer of a 501(c)(3) non-profit professional educational organization with 1100 members in OR, AK, ID, WA, BC. Established an office, hired support staff, wrote policies and procedures, negotiated contracts, managed finances, supervised volunteers, developed a continuing education program, served as meeting planner and instructor for seminars, conferences, and events attracting 700 attendees per year, managed implementation of a professional certification program, and served as staff to a 12 member Executive Board.
- Performance indicators: Increased the organizational financial reserves by 400% and membership by 30%.

- As the first incumbent of this new position, I created, implemented, and managed a new statewide urban and community forestry assistance program providing technical, financial, and educational assistance. Developed, from “scratch”, the program structure, vision, mission, goals, position descriptions, budgets, performance measures, short and long range planning documents, marketing strategies, and other program elements.
- Performance indicators: shepherded the first-ever urban forestry bill through the Oregon Legislature; developed and taught educational seminars for over 2000 leaders and professionals, initiated and managed over $1 million in cost-share grant programs dispersing leveraging over $2 million for urban forestry projects.

- Administered urban forest management programs for one-third of the city, supervising technicians, tree crews, and volunteers to coordinate street tree planting and pruning projects. Evaluated the health and condition of landscape trees, responded to citizens’ tree care inquiries, and addressed schools and civic organizations.
- Performance indicators: Successfully developed and supervised contracts for over $500,000 worth of tree planting and maintenance operations with small businesses, planned special innovative projects such as Christmas tree recycling, mass tree distributions, and tree inventory management applications.

1985 - 1987: Forester, Division of Forestry, Ohio Department of Natural Resources, Columbus/Newark, Ohio.
- Provided technical forestry assistance to private landowners. Forest planning responsibilities included developing new information technology and data management applications. I was also responsible for tracking inventory and developing and implementing forestry related computer applications.
- Performance indicators: Created new computer applications for forestry business functions, successfully served landowners, and revitalized the Ohio Big Tree Program.
EDUCATIONAL BACKGROUND

Master of Science, 1985, The Ohio State University, Columbus, Ohio. I obtained a graduate degree from the School of Natural Resources with emphasis on Forest Resource Planning. My coursework centered on forestry, recreation resource planning, regional planning, and education. My Masters thesis evaluated the planning process for non-timber resources in Ohio’s State Forest system. I served as a graduate teaching assistant for Forest Recreation classes for one year, and managed the use of an environmental studies field laboratory for one year.

Bachelor of Science, 1983, The Ohio State University, Columbus, Ohio. I completed an undergraduate degree in Natural Resources with extensive coursework in both Forestry and Recreation Resource Management.

PUBLICATIONS

Referred Journal Articles


Selected Technical Reports and Articles

- “Street Tree Maintenance: City Service or Homeowner Responsibility?” City Trees (42) 4:10-13, 2006.
- An Urban and Community Forestry Research and Education Agenda for Oregon, (editor), Oregon Department of Forestry, 2002.

LEADERSHIP AND SERVICE EXPERIENCE

- 2011 – present: Board of Directors, International Society of Arboriculture (ISA). Elected as one of 15 Board members of this professional society with 20,000 members and an annual budget of $7 million. Serve on various committees including Conference and Events and as Conference Program Chair (11-13).
- 2005 - present: Lead curriculum developer and instructor for the Municipal Forestry Institute, an innovative leadership training program organized by the Society of Municipal Arborists that has trained almost 400 urban foresters from the US and Canada.
- 2005 – 2008: Member and Chair, Council of Western State Foresters Urban and Community Forestry Committee, a group that advises state foresters on policy issues. I also served from 1995-1997, including one year as Chair, and served as project manager for a minority outreach publication.
- 2001 – 2008: Member of the steering committee for the International Tree Failure Database.
2001 – 2005: Appointed by Oregon’s Governor to two terms as a citizen member of the Oregon Landscape Contractors Board, a state regulatory body licensing landscapers and ensuring consumer protection. I wrote the agency’s first-ever strategic plan, hired the agency staff during transition to a semi-independent agency, served as Board Chair for one year, adjudicated contested case appeals, and chaired Administrative Rule Hearings.

2001 – 2010: Served as a member of the Board of Directors of Oregon Community Trees, a 501(c)(3) non-profit organization. I was a founding member and also served on this Board from 1991 to 1997.

2000 – 2002: Served as Assistant Conference Chair of the International Society of Arboriculture (ISA) 2002 Annual Conference in Seattle, which attracted 2500 attendees from around the world.

1995 – present: Member of the Oregon Heritage Tree Committee. As a founding member, I wrote the organization’s charter and served one term as chair.

1994 – 2000: Board of Directors, International Society of Arboriculture (ISA). Elected twice as a Board member of this then 14,000 member professional society. Served in various volunteer capacities including Membership Committee member and chair, Constitution and Bylaws Committee member and chair, and Organizational Review Committee member.


1991 – 1997: Board of Directors, Pacific Northwest Chapter - International Society of Arboriculture (PNW-ISA). Elected three times to the governing Board of this 501(c)(3) group during a time of rapid growth and organizational change, including tripling of membership and budget, and transition from volunteer to paid staff. Served as the group’s annual training conference chair in 1996.

SPECIALIZED TRAINING

Certified Arborist #OH0065, International Society of Arboriculture, granted 1989, and recertified every third year since then. Certification currently valid through 12/31/2013.

Trained Workshop Facilitator, Project Learning Tree (PLT). Since 1988, I have conducted workshops for over 1000 elementary and secondary school teachers.

Completed Leadership and Management Training Courses including: Time Management, High Involvement Leadership Teams, Building Capacity for Cooperative Action, Increasing Personal Effectiveness, 7 Habits of Highly Effective People, Agency Leadership Program, and Diversity in Communications.


AWARDS and RECOGNITION

2011 – National Association of State Foresters Current Achievement Award for Urban Forestry

2006 – Society of Municipal Arborists – President’s Award

2002 – Pacific Northwest Chapter, International Society of Arboriculture – Arboriculture Award

1997 – Council of Western State Foresters - Distinguished Service Award

1996 – Pacific Northwest Chapter, International Society of Arboriculture – President’s Award

1993 – Pacific Northwest Chapter, International Society of Arboriculture – Education Award
## OSU Internal Budget Outline Form

### Estimated Costs and Sources of Funds for Proposed Program

**Program Title:** Graduate Certificate in Urban Forestry  
**Budget Period:** From FY 2014-15 to FY 2017-18

### Recurring

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<th>Fiscal Year 3</th>
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### Other Expenses

| Library, Printed           | 352           | 370           | 388           | 407           |
| Library, Electronic        |               |               |               |               |
| Services & Supplies        | -             | -             | -             | -             |
| Capital Equipment          |               |               |               |               |
| Facilities Renovation      |               |               |               |               |
| **Other Expenses Subtotal**| 352           | 370           | 388           | 407           |

### Total Cost of Program

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<td>29,168</td>
<td>29,763</td>
<td>46,247</td>
<td>47,182</td>
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### Resources

| Current Budget, unit      |               |               |               |               |
| Tuition                  | 23,001        | 38,335        | 57,502        | 76,670        |
| Fees/Sales               |               |               |               |               |
| Other, describe:         |               |               |               |               |
| Ecampus Development Funds | 7,098         |               |               |               |

**Total Resources:** 30,099 38,335 57,502 76,670

---

*Note: Please include budget narrative describing items listed above.*

Recurring
Morning Paul,

Looks good, so ahead and submit.

Roger

From: Ries, Paul
Sent: Monday, September 30, 2013 8:44 AM
To: Admiral, Roger
Subject: CAT 1 Certificate Budget Forms

Hello Roger -

Just getting back in touch with you regarding our conversation last week. After talking to Paul Doescher, we decided to put .10 FTE support staff funding into the later two years of the budget. So these forms should now be ready for submission. In the event you want to take another look at them, I've attached them to this email.

Thanks.

Paul

----------------------------------------------------------
Paul D. Ries
Instructor and Extension Specialist, Urban Forestry
Department of Forest Ecosystems and Society
Oregon State University College of Forestry
321 Richardson Hall, Corvallis, OR 97331
Email: paul.ries@oregonstate.edu
Phone: 503/945-7391
CAT I Proposal - Graduate Certificate in Urban Forestry

Summary of Internal Reviewers and External Supporters

As part of the proposal development process for the Graduate Certificate in Urban Forestry, input was requested from the following individuals, academic units, agencies, or organizations:

**Internal Review of Initial Draft by Other Certificate or Program Contacts**

Selina Heppell, Department of Fisheries and Wildlife *(no response received)*
Alfonso Bradoch, Ecampus *(no response received)*
Kuuipo Walsh, GIS Graduate Certificate Director *(no response received)*
Badege Bishaw, Master of Natural Resources Program *(responses incorporated in final)*
Linda Brewer, Horticulture Department *(responses incorporated in final)*

**Internal Review - Curriculum Liaisons from other OSU Academic Units**

Mark Abbott, Dean, CEOAS *(response attached)*
Bill Braunworth, Interim Head, Department of Horticulture *(response attached)*
Dan Edge, Head, Department of Fisheries and Wildlife *(no response received)*
Brenda McComb, Graduate School *(response attached)*
Lisa Templeton, Executive Director, Ecampus *(no response received)*
Badege Bishaw, Master of Natural Resources Program *(response attached)*

**Internal OSU Budget Center Review**

Roger Admiral, Director of Operations, College of Forestry/FOBC *(response attached)*

**Letters of Support External to OSU**

Jan Davis, USDA Forest Service National Urban Forestry Program *(response attached)*
Jerri LaHaie, Society of Municipal Arborists *(response attached)*
Dan Lambe, Arbor Day Foundation *(response attached)*
Dr. Monica Lear, National Association of State Foresters *(response attached)*
Jack McCabe, Davey Resource Group *(response attached)*
Jim Skiera, International Society of Arboriculture *(response attached)*

**Review Requested from Other Oregon University System Units**

Dr. Connie Ozawa, Portland State University, Director of the Toulan School of Urban Studies and Planning *(no response received)*
Elisabeth Chan, University of Oregon, Head of the Department of Landscape Architecture and Ecological Design Certificate Director *(no response received)*
Proposed OSU Graduate Certificate in Urban Forestry

Budget Statement

a. Business plan for the program that anticipates and provides for its long-term financial viability, addressing anticipated sources of funds, the ability to recruit and retain faculty, and plans for assuring adequate library support over the long term.

The Graduate Certificate in Urban Forestry utilizes many existing OSU courses, plus new graduate level courses that would be created as part of this proposal. Ecampus has awarded a faculty development grant to the Forest Ecosystems and Society Department for these new courses, which will be developed and submitted through the CAT II process during the 2013-14 academic year. Beginning in 2014-15, the Graduate Certificate program will be supported by tuition revenues resulting from an increase in FTE created by the student enrollment in the three new courses and one existing graduate course. Since 80% of Ecampus tuition revenues are returned to the College, these funds should be sufficient to support the new Graduate Certificate program.

Expected revenues are based on an estimate of 6-20 enrolled students per year multiplied by 7 credit hours of new required FES coursework and 4 credit hours of existing FES coursework (FES 555). Revenues are calculated at the 2013-14 Ecampus graduate tuition rates that can be expected to return $410 per credit hour to the academic unit, less 15% allocated to the College of Forestry. No inter-college reallocation of resources is expected to be needed to support this proposal.

| Anticipated Ecampus Tuition Revenues from new Graduate Certificate in Urban Forestry |
|------------------------------------------|------------------------------------------|------------------------------------------|------------------------------------------|
| Year 1                                   | Year 2                                   | Year 3                                   | Year 4                                   |
| 6 students                               | 10 students                              | 15 students                              | 20 students                              |
| $23,001                                   | $38,335                                  | $57,502                                  | $76,670                                  |

The addition of this Graduate Certificate will create a larger online graduate student body that will add to the credit hours in the elective courses offered by the other departments represented in the proposed curriculum. Those increased tuition revenues will be retained by the departments hosting the elective courses.

As noted on the proposed Budget Worksheet, the Graduate Certificate Director will be supported by .25 FTE, which will cover instruction (.15 FTE for the three new classes totaling 7 credits), and administration (.10 FTE for program coordination and student advising). The remaining .25 FTE of
the Graduate Certificate Director’s faculty position (for a total of .50 FTE) is already devoted to undergraduate instruction. Graduate Teaching Assistant and Support Staff FTE would be added in years 3 and 4 as the workload increases. Ecampus does not provide funding for advising and administrative support for graduate-level programs at this time. Tuition revenue from the three new courses and the one existing course are expected to cover these costs. Library resources are adequate to begin the program, however as the program expands, there may be additional need to increase regular and electronic library resources required for the program. The budget calls for one new journal, Urban Forestry and Urban Greening, to be added to the OSU collection to support this new Graduate Certificate.

b. Plans for development and maintenance of unique resources (buildings, laboratories, technology) necessary to offer a quality program in this field.

Given the online nature of this program, brick-and-mortar facilities are not as relevant as they would be in a residential graduate program. OSU’s nationally recognized Ecampus program has sufficient infrastructure to support this increase in enrollment. This Graduate Certificate will join existing online MNR graduate certificates offered via Ecampus. Currently, over 60 students are pursuing the MNR degree, and the addition of this Graduate Certificate will contribute to the MNR program growth as well. We are dedicated to providing the best available online education, utilizing cutting-edge technologies and continually updating course materials and delivery. The Certificate Director has already completed the Quality Matters course requirements to become a Peer Reviewer of online courses. We will continue to work with Ecampus on technological advances, continually updating courses and improving our efforts to connect with distance education students.

The quality of the program will be based on the quality of the classes, and the reputations and teaching abilities of the instructors. Another key piece of the experience for this program will be the case studies. OSU is working with the Oregon Department of Forestry’s (ODF) Urban Forestry Assistance Program to identify cities across the state that would be willing to work with students to make their Capstone Project a real-life experience rather than a theoretical exercise. ODF has contacts with urban forestry programs in the other 49 states, and we expect that eventually we should be able to help students find a Capstone Project close to their home.

c. Targeted student/faculty ratio (student FTE divided by faculty FTE).

1:10, moving to 1:20 when the Certificate is fully operational.
d. **Resources to be devoted to student recruitment.**

This new Certificate will be promoted widely through various urban forestry professional association meetings and publications. Ecampus will help market the Graduate Certificate in Urban Forestry through its extensive networks. OSU is also a member of the Natural Resource Distance Learning Consortium, a collaboration of multiple land-grant institutions offering online courses. The Certificate Director’s personal contacts formed through 25 years experience in the Urban Forestry professional will be leveraged to recruit new students from throughout Oregon and across the country.

**Attachments:**

Budget worksheets for years 1 – 4 of new program
Subject: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

Date: Wednesday, October 2, 2013 10:01:04 AM Pacific Daylight Time

From: Doescher, Paul

To: Abbott, Mark Richard, Edge, W., McComb, Brenda, Templeton, Lisa, Braunworth, Bill, Bishaw, Badege

CC: Ries, Paul, Montalto, Elena

DATE: October 2, 2013

TO:

Mark Abbott, CEOAS
Bill Braunworth, Department of Horticulture
Dan Edge, Department of Fisheries and Wildlife
Brenda McComb, Graduate School
Lisa Templeton, Ecampus
Badege Bishaw

FROM: Paul Doescher, Head, Department of Forest Ecosystems and Society

SUBJECT: Curriculum Liaison Review

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Please review the attached materials and send your comments, concern, or support to me by October 14. Your timely response is appreciated.

Please note that a lack of response will be interpreted as support.

Thank you for your time and input.

Paul

Paul S. Doescher
Head, Department of Forest Ecosystems and Society
Director, Natural Resources Program
Oregon State University
Corvallis, OR 97331
541 737-6583
Re: Request for Curriculum Liaison Review--Cat I - Graduate Certificate in Urban Forestry
John Lambrinos [lambrinj@hort.oregonstate.edu]

Sent: Wednesday, October 23, 2013 11:17 AM
To: Ries, Paul
Cc: Doescher, Paul; Braunworth, Bill; McComb, Brenda

Paul:
Sure thing. I think this is a great idea.
John.

On 10/23/2013 10:27 AM, Ries, Paul wrote:

Thanks very much for your comments. I did note on the draft that I need to correct the 555 class listing to reflect the cross list. I've made that change.

John, may I add you to the mentor list? Al and Gail have agreed to be listed as well.

Sent from my iPhone

On Oct 23, 2013, at 10:12 AM, "Doescher, Paul" <paul.doescher@oregonstate.edu> wrote:

Thanks Bill and John for the thoughtful look at this program!

Paul S. Doescher  
Head, Department of Forest Ecosystems and Society  
Director, Natural Resources Program  
Oregon State University  
Corvallis, OR 97331  
541 737-6583

From: Braunworth, Bill
Sent: Wednesday, October 23, 2013 10:11 AM
To: Doescher, Paul; Ries, Paul
Cc: Braunworth, Bill; Lambrinos, John; McComb, Brenda
Subject: FW: FW: Request for Curriculum Liaison Review--Cat I - Graduate Certificate in Urban Forestry

Paul squared: We have reviewed this proposal in hort with our Graduate Education Committee. John Lambrinos takes the lead for graduate education in Hort and his comments with my edits that directly relate to this are below. Overall I think this is an excellent program to which Hort might contribute more in the future, but this is a good launching point. We also think it is good to have 2 graduate level classes available to us in Hort through the cross listing. Thanks much!

I’ll approve on line when I see the official notification.

Bill Braunworth, Interim Department Head  
OSU Horticulture
4017 ALS Bldg
Corvallis, OR 97331
Ph: 541-737-1317 | Fx: 541-737-3479
Email: bill.braunworth@oregonstate.edu

From: John Lambrinos [mailto:lambrinj@hort.oregonstate.edu]
Sent: Monday, October 07, 2013 6:06 PM
To: Braunworth, Bill
Cc: Shay, Alan; Langellotto, Gail; Granger, Autumn; Donegan, Kelly
Subject: Re: FW: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

Hi Bill: (includes edits from Braunworth)

I am broadly very supportive of the proposal. Here are some thoughts relative to Hort:

1. As Brenda points out, the undergraduate option is offered under both Hort and FES and was developed collaboratively (Anita would be the best source for the plan and vision behind that). Part of the idea for the joint approach was that potential students could come into the field from either a Hort or Forestry emphasis. The sister undergraduate options have 16 students. As I understand it, the proposed grad certificate will be offered as a standalone piece or as part of an online Master of Natural Resources. So from a subject matter perspective I don’t think there is a clear need to have a specific Hort role at this time. Also, I do not think that any of our existing HORT graduate courses would be an obvious fit for the certificate curriculum.

2. If we wanted to be involved, I think there are some opportunities for course development and participation in courses (e.g. the new urban ecosystems course). But that would of course involve commitments of resources, and working out the funding model. We understand Paul Ries will do most of the instruction with an increase in FTE from 0.25 to .50 FTE...but are there others?

3. A positive attribute of this program is the new graduate courses will enhance our existing graduate offerings. There are currently few natural resource oriented course offerings in urban and community systems.

4. Because of the link to the undergraduate program two of the courses in the certificate are FES/HORT crosslisted course FES/HORT 555 and FES/HORT 547. If there are funds tracking back to the unit that crosslisting might cause an issue; but this should be covered by the new agreement we have on ecampus revenue sharing.

5. On a technical note, FES/HORT 555 is listed in the catalog under on campus courses with a note that it is only offered via ecampus, but FES/HORT 547 only appears in the catalog under ecampus offerings. Is there a reason for the difference in how the two courses are listed and presented in the catalog?

John.

On 10/5/2013 10:07 AM, Braunworth, Bill wrote:

Colleagues: I need your input on this proposal. It seems like it would be nice to have Hort more integrated. As it is now, the program stands alone in forestry. The question is how do we effectively integrate Hort, what courses if any? John, look at the courses especially Urban Ecosystems below. Please let me know of any issues that I need to bring up to Paul as soon as you can. Thanks much.

**Required Courses (12 credits)**

(4) FES 555 Urban Forest Planning, Policy, Management
(1) SNR 511 Sustainable Natural Resources
(3) FES 5XX (new) Urban Natural Resource Planning
(2) FES 5XX (new) Urban Forestry Leadership
(2) FES 506 (new section) Urban Forestry Capstone

Elective Courses – Chose TWO (6-8 credits total)
(3) FES 545 Ecological Restoration
(4) FES 547 Arboriculture
(3) FES 554 Managing at the Wildland-Urban Interface
(4) FES 593 Environmental Interpretation
(3) FES 585 Consensus and Natural Resources
(3) GEO 551 Environmental Site Planning
(4) GEO 565 Geographic Information Systems
(3) FES 5XX (new) Urban Ecosystems
(3) FES 592 Ecosystem Services or (3) FW 562 Ecosystem Services

Here is a note from Brenda McComb related to this:
Paul

The initiation of the Urban Forestry effort was collaborative with Horticulture and so I would have expected to see this certificate proposal be collaborative with Horticulture as well. Is there interest in a shared cross-college effort? Anita can provide background.

If not then I do not have concerns and support it as a program that hopefully will grow into a degree program that would allow us to link more meaningfully with the Urban areas in our state.

Brenda

Bill Braunworth, Interim Department Head
OSU Horticulture
4017 ALS Bldg
Corvallis, OR 97331
Ph: 541-737-1317 | Fx: 541-737-3479
Email: bill.braunworth@oregonstate.edu

From: Doescher, Paul
Sent: Wednesday, October 02, 2013 10:01 AM
To: Abbott, Mark Richard; Edge, W.; McComb, Brenda; Templeton, Lisa; Braunworth, Bill; Bishaw, Badege
Cc: Ries, Paul; Montalto, Elena
Subject: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

DATE: October 2, 2013

TO:

Mark Abbott, CEOAS
Bill Braunworth, Department of Horticulture
Dan Edge, Department of Fisheries and Wildlife
Brenda McComb, Graduate School
Lisa Templeton, Ecampus
Badge Bishaw

FROM: Paul Doescher, Head, Department of Forest Ecosystems and Society

SUBJECT: Curriculum Liaison Review

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Thank you for your time and input.

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Paul S. Doescher
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Director, Natural Resources Program
Oregon State University
Corvallis, OR 97331
541 737-6583

--

John Lambrinos
Associate Professor
Oregon State University
Department of Horticulture
Corvallis, OR 97331
Phone: 541-737-3484; FAX: 541-737-3479
Re: Request for Curriculum Liaison Review--Cat I- Graduate Certificate i... https://exmail.oregonstate.edu/owa/?ae=Item&t=IPM.Note&id=RgAAAA...
Subject: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

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To: Abbott, Mark Richard, Edge, W., McComb, Brenda, Templeton, Lisa, Braunworth, Bill, Bishaw, Badege

CC: Ries, Paul, Montalto, Elena

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Paul S. Doescher
Head, Department of Forest Ecosystems and Society
Director, Natural Resources Program
Oregon State University
Corvallis, OR 97331
541 737-6583
Subject: RE: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

Date: Friday, October 4, 2013 9:49:38 AM Pacific Daylight Time

From: McComb, Brenda

To: Doescher, Paul, Abbott, Mark Richard, Edge, W., Templeton, Lisa, Braunworth, Bill, Bishaw, Badege

CC: Ries, Paul, Montalto, Elena, Azarenko, Anita Nina

Paul

The initiation of the Urban Forestry effort was collaborative with Horticulture and so I would have expected to see this certificate proposal be collaborative with Horticulture as well. Is there interest in a shared cross-college effort? Anita can provide background.

If not then I do not have concerns and support it as a program that hopefully will grow into a degree program that would allow us to link more meaningfully with the Urban areas in our state.

Brenda

---

From: Doescher, Paul
Sent: Wednesday, October 02, 2013 10:01 AM
To: Abbott, Mark Richard; Edge, W.; McComb, Brenda; Templeton, Lisa; Braunworth, Bill; Bishaw, Badege
Cc: Ries, Paul; Montalto, Elena
Subject: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

DATE: October 2, 2013

TO:

Mark Abbott, CEOAS
Bill Braunworth, Department of Horticulture
Dan Edge, Department of Fisheries and Wildlife
Brenda McComb, Graduate School
Lisa Templeton, Ecampus
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Thank you for your time and input.

Paul

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Head, Department of Forest Ecosystems and Society  
Director, Natural Resources Program  
Oregon State University  
Corvallis, OR 97331  
541 737-6583
Subject: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

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CC: Ries, Paul, Montalto, Elena

DATE: October 2, 2013

TO:

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Head, Department of Forest Ecosystems and Society
Director, Natural Resources Program
Oregon State University
Corvallis, OR 97331
541 737-6583
RE: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

Bishaw, Badege

Sent: Wednesday, October 23, 2013 11:51 AM
To: Doescher, Paul
Cc: Ries, Paul

Paul,

I have been involved from the inception in developing the Urban Forestry Graduate Certificate program at OSU. I have shared my knowledge and experiences in program development to Paul Ries to write the Category I proposal for the Certificate. I have also provided my comments and suggestions to shape the draft Category I proposal. This program is very useful and timely to train professionals in Urban Forestry as most of the population in the U.S. and worldwide live in urban areas. Besides, this program is also designed to be one Area of Emphasis for the Master of Natural Resources degree program, which is a win-win situation for both programs. As Program Director for the MNR program, I strongly support the development of the Urban Forestry Graduate Certificate at OSU.

Thanks,
Badege

Badege Bishaw, Ph.D., Program Director,
Master of Natural Resources, and
Sustainable Natural Resources Graduate Program
Department of Forest Ecosystems and Society
Oregon State University
Corvallis, OR 97331

Phone: 541-737-9495
Fax: 541-737-1393

From: Doescher, Paul
Sent: Wednesday, October 02, 2013 10:01 AM
To: Abbott, Mark Richard; Edge, W.; McComb, Brenda; Templeton, Lisa; Braunworth, Bill; Bishaw, Badege
Cc: Ries, Paul; Montalto, Elena
Subject: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

DATE: October 2, 2013

TO:

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Bill Braunworth, Department of Horticulture
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Lisa Templeton, Ecampus
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Oregon State University
Corvallis, OR 97331
541 737-6583
Subject: FW: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

Date: Wednesday, October 16, 2013 7:47:22 AM Pacific Daylight Time

From: Doescher, Paul

To: Ries, Paul

FYI

Paul S. Doescher
Head, Department of Forest Ecosystems and Society
Director, Natural Resources Program
Oregon State University
Corvallis, OR 97331
541 737-6583

-----Original Message-----
From: Mark Abbott [mailto:mark@coas.oregonstate.edu]
Sent: Tuesday, October 15, 2013 9:33 PM
To: Doescher, Paul
Subject: Re: Request for Curriculum Liaison Review--Cat I- Graduate Certificate in Urban Forestry

No concerns on my part

On Oct 2, 2013, at 10:01 AM, "Doescher, Paul" <paul.doescher@oregonstate.edu> wrote:

DATE: October 2, 2013

TO:

Mark Abbott, CEOAS
Bill Braunworth, Department of Horticulture Dan Edge, Department of Fisheries and Wildlife Brenda McComb, Graduate School Lisa Templeton, Ecampus Badege Bishaw

FROM: Paul Doescher, Head, Department of Forest Ecosystems and Society

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Paul S. Doescher
Head, Department of Forest Ecosystems and Society Director, Natural Resources Program Oregon State University Corvallis, OR 97331
541 737-6583

<UF MNR Certificate Cat 1 Proposal Draft 2.pdf>
## Budget Outline Form

**Estimated Costs and Sources of Funds for Proposed Program**

Total new resources required to handle the increased workload, if any. If no new resources are required, the budgetary impact should be reported as zero.

### Institution: Oregon State University

### Program: Graduate Certificate in Urban Forestry

### Academic Year: 2014-2015

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<th>Column C (From Special State Appropriation Request)</th>
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10/1/2013
## Budget Outline Form

### Estimated Costs and Sources of Funds for Proposed Program

Total new resources required to handle the increased workload, if any. If no new resources are required, the budgetary impact should be reported as zero.

**Institution:** Oregon State University  
**Program:** Graduate Certificate in Urban Forestry  
**Academic Year:** 2015-2016

### Prepare one page each of the first four years

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10/1/2013
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**Budget Outline Form**
Estimated Costs and Sources of Funds for Proposed Program

Total new resources required to handle the increased workload, if any. If no new resources are required, the budgetary impact should be reported as zero.

Institution: Oregon State University  
Program: Graduate Certificate in Urban Forestry  
Academic Year: 2016-2017  
Indicate the year: First Second Third Fourth

Prepare one page each of the first four years

<table>
<thead>
<tr>
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<td>From Federal Funds and Other Grants</td>
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</table>
| OPE | .25 FTE Director - $8,566  
.25 FTE GA - $1,515  
.10 FTE Support - $2,367 | | | | $12,650 |
| Nonrecurring: | $0 | | | | $0 |
| GTA Fee subsidies ($300/per term) | $0 | | | | $0 |
| GTA Health Insurance ($715/per term) | $0 | | | | $0 |
| **Personnel Subtotal** | **$0** | **$46,775** | | | **$46,775** |
| **Other Resources** | | | | | |
| Library/Printed | $407 | | | | **$407** |
| Library/Electronic | $0 | | | | **$0** |
| Supplies and Services | $0 | | | | **$0** |
| Equipment | $0 | | | | **$0** |
| Other Expenses | $0 | | | | **$0** |
| **Other Resources Subtotal** | **$0** | **$407** | | | **$407** |
| **Physical Facilities** | | | | | |
| Construction | | | | | |
| Major Renovation | | | | | |
| Other Expenses | | | | | |
| **Physical Facilities Subtotal** | **$0** | **$0** | | | **$0** |
| **GRAND TOTAL** | **$0** | **$47,182** | | | **$47,182** |
1. Review - College Approver - Forestry

Approved by Randall Rosenberger Associate Professor / Forest Ecosyst & Society, October 31, 2013 8:34am

Comments

Randall Rosenberger (College Approver - Forestry) October 31, 2013 8:34am
A great certificate program with strong potential for growth.

2. Review - Curriculum Coordinator

Sent Back by Sarah Williams Coord-Curriculum / Acad Prgms/Assess/Accred, December 11, 2013 11:48am

Comments

Sarah Williams (Curriculum Coordinator) December 11, 2013 11:48am
Returning to Originator for revisions, following the APC meeting. SW

3. Originator Response

Paul Ries, December 27, 2013 11:51am

Comments

Paul Ries December 27, 2013 11:51am
Hi Sarah,

I've updated the Proposal, Executive Summary, and four budget detail worksheets based on our conversation from December 11 with the APC.

Please let me know if there is anything else you need. It was nice to finally meet you earlier this month, and I appreciate your assistance.

Paul

4. Review - Curriculum Coordinator

Approved by Sarah Williams Coord-Curriculum / Acad Prgms/Assess/Accred, January 2, 2014 12:31pm

Comments

Sarah Williams (Curriculum Coordinator) January 2, 2014 12:31pm
This proposal is ready for review by the Budgets and Fiscal Planning Committee.

5. Review - Budgets and Fiscal Planning Committee


Comments

Luke Mc Ilvenny (Budgets and Fiscal Planning Committee) January 23, 2014 1:39pm
Additional comments have bee sent to Paul Ries via e-mail.

6. Review - Graduate Council Chair

Approved by James Coakley Associate Dean / College of Business Dept, February 11, 2014 2:04pm

Comments

James Coakley (Graduate Council Chair) February 11, 2014 2:04pm
Approved by Graduate Council on Feb 2, 2014
7. Review - Curriculum Council Chair

Sent Back by Richard Nafshun, February 14, 2014 3:27pm

Comments

Richard Nafshun (Curriculum Council Chair) February 14, 2014 3:27pm
Hi,
CC is sending this back so two items can be addressed.
1. The budget statement (in the past, this document has been attached to the proposal when provided to Curriculum Council) is forwarded to me to share with the Council.
2. On page three of the proposal FES 585 has inadvertently been listed as FS 585 (please add an "E"). I apologize if this is our error.
Thank you,
Richard Nafshun
Chair, Curriculum Council

8. Originator Response

Paul Ries, February 26, 2014 12:06pm

Comments

Paul Ries February 26, 2014 12:06pm
Thank you for your review.

1) the budget narrative statement has been isolated into a separate document and included as an attachment. The Budgets and Fiscal Planning Committee has already completed their review.

2) the typo has been corrected.

Thank you