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For the 23 April 2024 IRST meeting

Independent Research and Science Team Nomination & Candidate Pool Application Process

DRAFT: 20 March 2024

Background

The purpose of the Oregon Department of Forestry's Adaptive Management Program rules (OAR 629-603-0000) is to provide science-based recommendations and technical information to assist the Board of Forestry in determining when it is necessary or advisable to adjust rules, guidance, and training programs to achieve the biological goals and objectives. Within the framework of legislation providing for the Oregon Department of Forestry Adaptive Management Program (AMP), the Independent Research and Science Team (IRST) is a group, appointed by the Board of Forestry, who have the qualifications to provide science-based recommendations. IRST member qualifications include, but are not limited to, demonstrated subject matter expertise in a relevant field and a graduate-level degree in a relevant natural resources-related field such as forestry, silviculture, ecology, hydrology, wildlife, fisheries, and geology (Senate Bill 1501).

The IRST values collaboration among its members, continuous improvement, scientific excellence, objectivity, and inclusion of diverse ideas and perspectives in support of the Adaptive Management Program. The long-term effectiveness of the IRST depends upon the quality and timeliness of scientific products, including basic and actionable science, in support of decision making.

Changes in IRST membership are initiated by the IRST, and members are appointed by the Oregon Board of Forestry.

Responsibilities and expectations of the IRST

The IRST and the Housing Agency are responsible for working with the Adaptive Management Program Committee (AMPC) to refine research questions, draft requests for proposals to address research questions, recommend proposals for funding, administer proposals selected, prepare summaries of the results of funded research, and draft and maintain the [IRST charter](#). The IRST holds 3- to 6-hour public meetings about 12 times per year, usually via teleconference but sometimes in person. Numerous activities, including those associated with standing and ad hoc committees, occur between full IRST meetings. Consequently, nominees must have the ability to commit the time necessary to be a fully engaged IRST member. It is expected that IRST members prepare for and attend all scheduled meetings, be timely and responsive with communications, actively participate in productive exchanges, work collegially to produce quality deliverables in a timely manner, and ensure the fairness and transparency of the process, including openly acknowledging any potential conflicts of interest. The members of the IRST are not

expected to represent their organizations, rather members make decisions and vote on matters according to their professional expertise and reasoned judgments.

Term of office

Each member serves a four-year term upon completion of the onboarding process as described in Article II Section 4. A member's term may be renewed upon a two-thirds vote of the IRST (excluding the member whose renewal is being voted upon) and is then ratified by the Board of Forestry. There are no limits to the number of terms an IRST member may serve.

Representation

As per Senate Bill 1501, representation on the IRST must include, at all times, at least one voting member that the IRST determines represents the following: a public institution, the timber industry, and a nongovernmental organization that promotes the conservation of freshwater aquatic habitat. The IRST also believes that consideration should be given to diversity, including but not limited to gender and ethnic diversity, institutional and sector diversity, discipline of expertise, type and size of organizational affiliation, and geographic location.

Nominating Process

As per Oregon Laws 2022, Chapter 33, Section 38(6), new IRST members may be nominated if there is a vacancy on the IRST, or if the IRST determines that a new scientific or technical discipline must be represented on the IRST in order for the IRST to perform its research duties.

As per rule:

- (a) The IRST shall submit a list of candidates to the Board of Forestry;
- (b) The Board of Forestry may appoint one or more of the candidates as voting members of the IRST; and,
- (c) If the Board of Forestry does not select one or more voting members from the list of candidates, the IRST shall submit a new list of candidates to the Board of Forestry until such time as the Board of Forestry appoints one or more candidates as voting members of the IRST.

Any IRST member may propose adding members to the IRST at any meeting or by email to the Housing Agency between meetings. The member should describe the rationale for the addition. The topic will then be added to the agenda of a subsequent IRST meeting, allowing members to consider the rationale and identify possible candidates. Members then nominate candidates after obtaining their permission to be considered for IRST membership. The Housing Agency will compile a list of proposed candidates and relevant background information (e.g., resume, employment history, experience associated with rationale for selection) and share with the IRST as part of pre-meeting materials. At a subsequent IRST meeting, IRST members will vote on whether to nominate a new member, and if affirmed, vote on whether to include each candidate on the list to be sent to the Board of Forestry.

Nomination Packets

The nomination packet consists of three components:

- 1) **Letter of recommendation submitted by the nominating IRST member(s)** that describes the rationale for the addition and highlights the individual's relevant qualifications.
- 2) **Statement of interest from the nominee** that expresses their interest in serving on the IRST, describes their ability to meet the time commitments needed, explains the expertise they would bring to the team, and illustrates their experience in working collaboratively across disciplines, and evaluating and interpreting science.

- 3) **Nominee’s curriculum vitae**, including committee and editorial services, affiliation(s), advance degree(s), area(s) of expertise, publications.

Submitting Nomination Packets

Nomination packets are directed to the IRST Chair, Dr. Kelly Burnett, via the Housing Agency. Send the completed nomination packets to irst-contact@oregonstate.edu with the subject heading “Nomination Packet for [Name of Nominee]”.

More detailed information concerning the IRST, its members, and activities can be found on the IRST website, <https://inr.oregonstate.edu/forest-landscapes/independent-science-team>.

IRST Candidate Pool Application Process

The candidate pool application process is to inform the IRST of a pool of qualified individuals who are interested in serving on the IRST but have not been nominated by an IRST member for consideration.

Any member of the public who meets the qualifications of IRST membership may submit **one** application to be considered in the pool of qualified people for potential nomination to the IRST. The Housing Agency will compile a list of applications and create a list of applicants. This information will be shared with the IRST as part of pre-meeting materials of a designated meeting, once or twice a year. At a subsequent IRST meeting, IRST members will consider the list of qualified applicants and determine who will be included in the pool.

For consideration, the individual must:

- Have qualifications that include, but are not limited to, demonstrated subject matter expertise in a relevant field and a graduate-level degree in a relevant natural resources-related field such as forestry, silviculture, ecology, hydrology, wildlife, fisheries, and geology (Senate Bill 1501).
- Understand and commit to the values of and the long-term effectiveness of the IRST.
- Understand and commit to the responsibilities and expectations of the IRST.

Declaration of Consideration for Candidacy

The IRST requires a time and energy commitment that should not be underestimated. Those interested in being considered in the pool of qualified individuals are urged to consider professional and personal priorities as well as the ways to contribute to the IRST – its values, long-term effectiveness, responsibilities, and expectations.

Application Packets

The application packet consists of:

- **A completed application form.**
- **The applicant's curriculum vitae or resume**, including committee and editorial services, affiliation(s), advanced degree(s), area(s) of expertise, publications.

To Apply

- **Submit the IRST Application (max page limit – 3 pages) and the applicant's curriculum vitae or resume to irst-contact@oregonstate.edu.** PLEASE WRITE in the subject heading "New IRST Candidate Pool Application" in the subject line.
- Copies will be distributed to the IRST and will aid in understanding how you could contribute to the IRST's work.

Application Form for IRST Candidate Pool

Name:

Current position:

Address:

Phone number:

Email:

List your areas of academic expertise:

We want to understand your views on the current work of the IRST and how your potential contribution might serve the ISRT in its values, long-term effectiveness, responsibilities, and expectations.

1. Please briefly describe your academic and professional background, and other relevant experience.
2. Why do you seek to be on the IRST?
3. Briefly outline the specific skills you bring, or contributions you hope to make, to the IRST.
4. Describe your experience working collaboratively across disciplines.
5. Describe your experience evaluating and interpreting science.
6. Have you served, or are you serving, on a science advisory or science review board? If so, please list the organization(s) name(s) and your positions/roles, and describe the work you engaged in.
7. Are you currently serving on a board/commission for any another organization? If so, please list the organization(s) name(s) and your positions/roles.

By my signature, I certify that the information contained within this application and all supporting documents (CV, resume, etc.) is true, accurate, and complete. And that if selected to be part of the pool, nominated by the IRST to be a new member, and then approved by the Board of Forestry to be a member of the IRST, you agree to abide by the values, long-term effectiveness, responsibilities, and expectations of the IRST; and, you agree to disclose any conflict of interest you might have by being a member of the IRST.

Signature _____ Date _____

EXAMPLE – is something like this needed?

<i>For Board Use</i>			
<input type="checkbox"/>	Nominee has had a personal meeting with either an Officer, Director, or other.	Date	<input type="text"/>
<input type="checkbox"/>	Nominee reviewed by the committee.	Date	<input type="text"/>
<input type="checkbox"/>	Nominee proposed to the Board.	Date	<input type="text"/>
Board action:	<input type="checkbox"/> Elected	<input type="checkbox"/> Rejected	Date <input type="text"/>