

# **Conserved Forest Ecosystems Outreach and Research (CFEOR)**

## **Structure and Administration**

**Updated Jan 2010**

CFEOR will be housed in and administered by the School of Forest Resources and Conservation (SFRC) and the Department of Wildlife Ecology and Conservation at the University of Florida (UF). The details of the CFEOR organizational structure (Figure 1) and responsibilities of committees and individuals are as follows:

### ***UF Administrative Team***

The UF administrative team will be comprised of: (1) a CFEOR director [UF faculty member]; (2) a CFEOR executive director [School of Forest Resources and Conservation employee]; (3) CFEOR co-directors [UF faculty members with expertise consistent with the CFEOR mission such as in wildlife, ecology, human dimensions, and economics & policy. Typically, there will be four co-directors, but the number of co-directors may vary slightly, depending on the cooperative's needs]; (4) a CFEOR coordinator [funded by CFEOR]; (5) the director of the UF School of Forest Resources and Conservation; and (6) the chair of the UF Wildlife Ecology and Conservation Department. The director and executive director are responsible for managing the administrative aspects of the cooperative, including budget allocation and management. The executive director will oversee day-to-day activities of CFEOR. The co-directors are responsible for soliciting members, coordinating activities between the members and principal investigators, and assisting the director and executive director in running CFEOR. The coordinator will assist and organize select CFEOR research and outreach projects.

### ***Executive Committee***

The executive committee will be comprised of the chair and vice-chair of the CFEOR Steering Committee, the CFEOR director, the CFEOR executive director, the CFEOR coordinator, and the SFRC director. Other members of the UF administrative team will participate in executive committee meetings as required.

### ***Steering Committee***

This committee will consist of one voting representative from each steering committee member organization. The major responsibilities of this committee are to advise the executive committee on CFEOR's direction, approve the annual budget and allocation, project proposals, new policies, information dissemination, and admission of new members. Members of this committee will serve as advocates of CFEOR. The chairperson of the committee shall change every two years and shall be elected by steering committee members. The primary task of the chairperson is to guide and assist the executive committee in organizing the meetings and to preside over the steering committee meetings. The steering committee will meet bi-annually. Special meetings may be held if requested by the director or the chair of the steering committee.

**Science Committee**

The science committee will consist of scientists and managers from participating organizations appointed by the steering committee. Experts from outside CFEOR may be invited by the steering committee to participate. The major responsibility of this committee is to provide technical and scientific support for CFEOR. The committee will meet as needed and make recommendations to the steering committee. Organizational Structure Updated July 2009 Page 1.10—2

**Outreach Committee**

The outreach committee will consist of outreach specialists and resource managers from participating organizations appointed by the steering committee. Experts from outside the CFEOR may be invited by the steering committee to participate. The major responsibility of this committee is to provide technical and outreach support for CFEOR. The Committee will meet as needed and make recommendations to the steering committee.

**Principal Investigators and Collaborators**

The individual research/outreach projects undertaken by CFEOR will be supervised by a principal investigator (PI) and co-principal investigators (Co-PIs). The PI and Co-PIs could come from any UF department, other universities and member organizations. They will work with a team of multidisciplinary researchers and extension specialists from universities, member organizations, and other agencies as necessary to undertake the projects. The PI and Co-PIs are expected to coordinate their research activities with the member organizations, share their project’s progress with the CFEOR membership through written reports and newsletter articles, and when possible, report their progress at CFEOR meetings. CFEOR Committee Goals and Strategies

