

**HOLLY AKENSON - TAYLOR RANCH FIELD STATION MANAGER/SCIENTIST
2002 EMPLOYEE SELF-EVALUATION 3/5/03**

Areas I meet or exceed position requirements and/or previous year's goals

- I worked to strengthen relationships with private donors (Clara Bleak, Janet (DeVlieg) Pope, and Mitze & Gene McHale) who support Taylor Ranch Field Station programs: I developed or enhanced personal relationships through frequent emails and personal visits, made invitations and hosted visits to Taylor Ranch, organized presentations to DeVlieg Foundation Board by sponsored students and Jim and me. In coordination with Mark Hermanson new funding was provided to Taylor Ranch programs in 2002 by all 3 donor sources.
- I mentored and trained (6) CNR undergraduate students who were student interns, research interns, or predation project technicians. I maintain contact with past students and employees and provided at least 8 job and graduate school recommendations and references in 2002 (and Jim provided a similar number).
- I completed the 4th year of carnivore research at Taylor Ranch: secured external research funding, increased facility use and research activity during a low use time of year, provided educational job experience for several CNR students, made professional presentations, and satisfied my need for professional growth in my field of wildlife biology.
- I greatly increased my communication and connections between Taylor Ranch and CNR, UI, faculty and scientists at other institutions, and students at UI and beyond. Satellite email has allowed Jim and me to spend a considerable amount of time communicating and coordinating with others on projects including the new building construction, NASA hyperspectral research, Forest Service archaeology, and federal and state agency water rights and trail easement legal issues. In 2002 the Taylor Ranch web site was expanded and updated, providing photos and links for students on research and education at Taylor Ranch Field Station. Rapid communication via email has minimized summer schedule conflicts during periods of high use. I have been an invited speaker to classes and professional meeting, representing University of Idaho.

What would assist me in enhancing my performance or meeting my goals

- I would like my job title changed to more closely represent my job performance level. I would prefer "Director of Taylor Ranch Field Station", a title used at many other field stations. Even "Scientist/Manager" is preferable to "Manager/Scientist" or "Taylor Ranch Manager" for a more professional image. Jim and I have been incorrectly introduced or referred to as "Ranch managers" or "Caretakers" too many times!
- Additional maintenance assistance (an employee) would allow me to devote more time to administrative tasks such as National Science Foundation grant writing and developing programs for the field station.
- Completion of post fire facility reconstruction will improve the field station facilities, alleviate problems associated with summer crowding, and will allow us to encourage growth in programs.

- Designated office space (a small cabin?) is needed to separate our home and work environments. Our 865 sq ft home is too small to share with the computers, printers, files and office equipment we now use daily at the field station. A designated office would physically and mentally separate our work life from home life, allow us to leave projects laid out overnight, and improve organization and productivity.

Professional Development

- Coordinated and participated in research presentations with students at the DeVlieg Foundation Board Meeting.
- Invited speaker on "Wildfire Experiences" at the North American Forest Biologists Conference.
- Invited speaker at Wilderness Management and Fire and Theatre classes at UI.

Goal Setting – job related goals for the next evaluation period and how to achieve them

- I will play a major role in developing and submitting a grant application to National Science Foundation for field station facilities, equipment, and communications. I will coordinate with Janet Rachlow and assemble information from UI, TR researchers, NSF, and other field stations.
- I will develop a remote data collection proposal for Taylor Ranch that will be included in the funding request for NSF. I will gather information from other field stations and TR researchers to determine what types of equipment are needed at Taylor Ranch to enhance data collection and dissemination.

TAYLOR RANCH FIELD STATION MANAGER
HOLLY AKENSON
Staff Performance Evaluation, April 2001

SELF-EVALUATION

Areas in which I meet or exceed requirements or goals:

Supervision and Teaching. Jim and I have had increasing supervisory and teaching responsibilities. Supervision and instruction included 3 summer student interns; directing 4 students developing undergraduate research projects for a new Taylor Ranch summer research program; training 4 field technicians on the winter predation project, including supervising projects and presentations by students receiving directed studies or internship credits through CNR; supervising 1 temporary maintenance person and short term student volunteers. I resolved personnel problems among employees.

Emergency Response and Planning: Fire and Floods. When a forest fire threatened then burned over Taylor Ranch and another backcountry ranch Jim and I communicated information and needs with the Forest Service, implemented structure protection measures, and minimized risks to human safety by evacuating visitors and developing an emergency response plan. Risks to human safety and property at Taylor Ranch from floods or debris flows have increased as a result of the severe and extensive fire damage. We are assembling emergency supplies and developing emergency procedures for Taylor Ranch users. We coordinate an NRCS contract for emergency watershed protection projects and supervise these construction projects as well as other Taylor Ranch projects that will minimize potential damage to Taylor Ranch from flooding or debris.

Coordination and Communication with CNR. We have had greater communication and involvement within CNR for strategic planning for research and education programs, budgets, new program development, and post-fire rebuilding and emergency planning. Satellite email and more frequent meetings have facilitated communication.

What would assist in enhancing my performance or goals:

Taylor Ranch Field Station Manager position title upgrade to Taylor Ranch Field Station Director. The Director title better describes our current job responsibilities and performance level. This title change would convey to other agency cooperators that Jim and I are the primary contacts for Taylor Ranch Field Station programs, projects, facilities, and cooperative partnerships.

Opportunity to apply for Affiliate Faculty status. We have been responsible for educating UI students and are scheduled to offer UI courses at Taylor Ranch in the future. Affiliate faculty status would enhance our instructor credentials and recognize our professional experience and graduate education.

Continued support and confidence from CNR administration. We appreciate the strong leadership and support for Taylor Ranch Field Station from Dean Chuck Hatch and the CNR

administration. The cooperative planning style and latitude to develop new programs at Taylor Ranch has allowed Jim and I to reach out in new directions and develop partnerships for research and educational activities at Taylor Ranch.

PROFESSIONAL DEVELOPMENT

Training and workshops

- Geographic Information Systems summer school course at UI (3 weeks)
- Radiotelemetry Data Analysis workshop (1 week)
- Organization of Biological Field Stations annual meeting, represented UI
- Presentations at Idaho Chapter The Wildlife Society and the Interagency Wolf Conference on predation research conducted from Taylor Ranch Field Station.

Certification

- "Certified Wildlife Biologist" recognition for professional status by The Wildlife Society.

Awards

- UI President's Medallion recipient for contributions to the state of Idaho for actions at Taylor Ranch and the wilderness during the forest fires in summer 2000.
- UI Cooperative Education Employer of the Year 2001 recipient for recognition for the Taylor Ranch student internship program.

Committee Participation

- Taylor Ranch Strategic Plan for Research and Taylor Ranch Strategic Plan for Education
- Taylor Ranch Facilities Planning for rebuilding post-fire
- UI/USFS/NRCS Post-Fire Planning and Project Development for Taylor Ranch

GOAL SETTING

1. **Supervise 4 undergraduate students** conducting independent research projects at Taylor Ranch and insure successful outcomes for these young scientists. Provide moral support and technical assistance to students and serve as liaison between student researchers and faculty advisors.
2. **Provide a safe environment** at Taylor Ranch through development of a safety plan, providing emergency supplies and communication systems, and discussing safety procedures with Taylor Ranch visitors. Safety planning is a priority at Taylor Ranch due to potential risks from floods or debris as a result of the forest fire last year.
3. **Provide adequate facilities and coordination** at Taylor Ranch for a summer with record high educational and research use, during a time when capacity is severely limited due to forest fire damage to facilities. Pre-season planning will include purchasing and erecting a temporary tent camp with cooking, shower, and toilet facilities and coordinating and limiting summer use of Taylor Ranch to minimize problems from low capacity septic systems.
4. **Develop research infrastructure** to facilitate research activities at Taylor Ranch. Set up a Geographic Information System on a Taylor Ranch computer for research use and data archiving; use a work study student to archive past research data and reports on a computer data base; update the Taylor Ranch website; provide web access from Taylor Ranch when 2-way satellite internet technology becomes available.

TAYLOR RANCH FIELD STATION MANAGER
JAMES AKENSON
Staff Performance Evaluation, April 2001

SELF-EVALUATION

Areas in which I meet or exceed requirements or goals:

- I dealt effectively during a wild fire emergency last August when both life and property were threatened at Taylor Ranch.
- I collaborated with others to strengthen research, monitoring, and educational programs at Taylor Ranch.
- Participated in developing a new research scholarship (DeVlieg) for undergraduates.

What would assist in enhancing my performance or goals:

- A continuous assistant manager/maintenance specialist. After last summers fire event, it has become even more essential to have continuous maintenance help so our time can more effectively be spent on program and project development.
- To attain affiliate faculty status (Wildlife and RRT) to facilitate course offerings
- A new title (Taylor Ranch Director) to more clearly represent our operating level regarding Taylor Ranch programs and the facility.

PROFESSIONAL DEVELOPMENT

Meetings

- Attended and presented papers at Professional Meetings:
- Wolf Management and Research Meeting, Chico, MT
- Idaho Chapter of the Wildlife Society, Boise, ID

Awards

- UI President's Medallion recipient for contributions to the state of Idaho for actions at Taylor Ranch and the wilderness during the forest fires in summer 2000.
- UI Cooperative Education Employer of the Year 2001 recipient for recognition for the Taylor Ranch student internship program.

Committee Participation

- Taylor Ranch Strategic Plan for Research
- Taylor Ranch Strategic Plan for Education
- Taylor Ranch Facilities Planning for rebuilding post-fire
- UI/USFS/NRCS Post-Fire Planning and Project Development for Taylor Ranch

GOAL SETTING

- Continue facility preparation for post-fire flooding.
- Complete new building coordination before summer 2002.
- Continue current educational programs, and add a class offering each year starting 2002.
- Continue predator research in collaboration with multiple agencies.
- Expand collaboration with other Universities and similar field stations across the country.