

CTAHR Faculty Senate Minutes
October 17, 2014, 4 PM, Agr. Sci. 202

In attendance:

Daniel Jenkins

Rajesh Jha

Lorraine Brooks

Maria Stewart

Mike Melzer

Absent: Benny Ron, Brent Sipes

1. Reports

- a. CTAHR Leadership Meeting Summaries (from September 17, and October 15)
 - i. Dean is emphatic about not approving leaves without pay for individuals to explore "trial periods" as tenure track faculty elsewhere; also recommends that chairs be proactive talking to exiting faculty to ensure they do not pillage UH inventory and leave their labs in appropriate condition (i.e., no haz mats).
 - ii. Dean has been appointed to UH budget process task force; units have been told to save a buffer of 5% of operating expenses for emergencies, but no incentive to save as money can be swept to support units operating in the red.
 - iii. UH Policy is to not approve merit pay raises except for special circumstances (i.e., counter-offer for retention).
 - iv. Comprehensive program reviews are due this month.
 - v. Associate Dean for Extension search reopened, as has new position for International Program Directors (Lorraine is on former search committee chaired by Ray Uchida; latter committee lead by Cathy Chan is targeting interviews in January). SEC not contacted. Need to be more proactive, can approach the Dean to be on the committee.
 - vi. Looking to develop standard operating procedures for search committees to ensure transparency and that all voices are represented fairly.
 - vii. Carl Evensen is now 100% at Lyon arboretum, and Ashley Stokes is Interim Associate Dean for Extension.
 - viii. Still a lot of grumbling about new P-card system; Adrian Lee was on record as resisting the new changes and the Kualii interface- suggests that faculty voice their concerns as well.
 - ix. Chairs have been encouraged to identify faculty to participate in LEAD21 leadership training. Maria indicated that this was open in September, wondering why this is only being shared now (Oct. 15). Lorraine said that although she hasn't heard from her department, the Maui County Administrator shared with the Maui County Office. Need to know if there is only to be one representative from CTAHR?
 - x. A lot of talk about publicizing work of CTAHR, including of Extension (update of extension website to), promoting CTAHR work and activities

events in HPR community calendar, Hana Hou magazine (i.e. Rubinoff/Haines, Krushelnycky). They seem to prefer information on agricultural issues.

- xii. Extension committee interact with Ashley Re mentorship of extension personnel. Benny should follow up.
 - xiii. We are allowed to travel (domestically) using formula funds, but it needs approval in advance and ideally justification in project proposals.
 - xiii. Dean will be meeting individually with faculty, for 1 hr, every week starting this week. Rajesh met with her.
- b. ACCFSC meeting (October 17)
- i. "Work-Life Survey" of UH faculty, conducted last year, has been conducted- some discussion centered whether results at the unit levels should be made available (should we request survey results of CTAHR faculty, and/or or individual departments). Can this be shared?
 - ii. Main issue is work on an MOU between faculty senates, administration, and UHPA to determine which bodies should be consulted about what types of issues (i.e., tenure and promotion, academic policy/ standards, etc). Not always consulted.
- c. Manoa Faculty Senate (Melzer). Mike and Ashley are not on the MFS anymore.
2. Old Business/Carry Over
- a) Personnel & Extension: policies and opportunities for extension personnel advancement and hiring. Benny and Brent.
 - b) Personnel committee is also working on appropriate policies governing use of listserv
 - c) Research committee: Internal review of publications, policies on supplemental funding, collaboration award guidelines, germplasm distribution. Trying to determine what CTAHR will share and how to be compensated.
 - d) Instruction: Bottleneck courses; UHM1 forms; underenrolled courses- why and how to improve. Charly still working on this. NREM 210 continues to be a problem. Four new course proposals. PEPS class needs some revision.
 - e) CTAHR strategic planning/ action groups.
 - f) Concerns related to partner hires
 - g) What is appropriate level of publicization of internal awards (especially with respect to instrumentation awarded with criteria to favor "sharing." Benny should address.
3. New Business?
4. Agenda for CTAHR Senate meeting
- a. Approval of last set of minutes (Lorraine, please send with meeting reminder)

- b. CTAHR Administration Updates (Dean, Assoc Deans; Lorraine please remind them/ request reports)
- c. MFS Updates
- d. CTAHR Senate Committee Reports
- e. Old Business (i.e. see items above)

New Business.