

CTAHR Faculty Senate Meeting Agenda  
October 20, 2014, 2:30, Gilmore 212

Attendees:

Koon-Hui Wang	Tessie Amore
Kheng Cheah	Alan Titchenal
PingSun Leung	Eunsung Kan
Luc Leblanc	Brad Porter
Zhiqiang Cheng	Diane Masuo
Jinan Banna	Daniel Jenkins
Loren Gautz	Michael Melzer
Rajesh Jha	Paul Krushelnycky
Andrea Kawabata (via lync)	Maria Gallo (Dean)
Becky Settlage (via lync)	Charles Kinoshita (AD ASAO)
Kim Perry (via lync)	Ashley Stokes (AD Extension)
Lorraine Brooks (via lync)	Ken Grace (AD Research)
Brent Sipes	

Excused absences: Benny Ron (flu), Maria Stewart (class)

1. Meeting started at 2:30 PM
2. Approval of August minutes Approved
3. Comments about issues from leadership meetings. Secretarial support for posting minutes. Because of personnel issues, notes have not been shared. Would like to have issues that apply to faculty shared. Elsie's staff, Dean's corner, blog to share information. Things can be posted there. What deans are doing for CTAHR, State of the state for CTAHR. Improve communications. Ask dept. chairs. Pull out what the department chairs think are important. Abridged version for dissemination.
4. CTAHR Administration Updates (Dean, Associate Deans)
  - a. Dean Gallo to explain LEAD21 (one representative per department, one per college?)
    - i. One person per unit requested. Three trips in 9 month period, Halina, Ashley, Maria, Charly participated leadership development program. Get in depth about how you operate and how you should be operating. Each dept. time commitment. Each meeting has obligation to put into it. Shadow once per week/faculty. Personnel matters not included. At least one, see how budget goes. Up to 3.

- ii. Associate dean of extension, associate dean of international programs.  
Have the senate recommend a person. Have nice representation for the unit. Ray Uchida, Cathy Chan chairing these committees. Alert people that may be able to apply.
- b. Charly comprehensive review reports due very shortly, due the end of this month. Meetings set up with everyone leave a positive tone. March visit. Please work on reports. 2 missing. Glowing grades on some of the items.
  - i. College's strategic planning process hiring academic advisers to free up faculty. Middle of spring in 2015. Dean and Charly met with academic programs. CTAHR has 20% of under-enrolled programs, undergraduate and graduate programs. Won't be business as usual. Cost and quality of the programs. VC hearing from BOR that things need to change. Very serious. Expect change. Be proactive and look at programs. We don't need that anymore, perhaps. VCA said if they want to chop them, they're going. Smallest programs have better numbers. Quantam 50 to 145 in 5 years (HFNAS). Benchmarking. Comparable university and programs, what do they look like. Are we not actively recruiting? Will be doing more of this. Best quality. Not much emphasis on growing graduate student body. Graduate numbers outnumber undergraduate.
- c. Ashley welcome! Work her way around and meeting with everyone in extension. Raise visibility of extension within the college and outside the college. Needs help with that. Extension personnel, distance education. Would like to meet with extension committee. TPRC no one from extension on TPRC. Mentorship for agents. Senate as a whole. How do we mentor our junior faculty. Get extension committee input. Retention, feeling connected, etc.
- d. Ken Grace: looking forward to working internal review of publications, soon. Answer any questions, research committee. Extension committee as well.

## 5. MFS Updates

- a. MFS first meeting dismissal of Apple was full of emotions as he was connected to the faculty. Discussion of the process, not transparent. Resolution to censure Lassner. Not enough info. Forward recommendations to BOR. Perception of BOR interfering with Manoa affairs, people of Manoa should not be bypassing the chancellor, transparency, greater communication, MFS on the BOR even if not voting. Shadow BOR meetings. Second meeting talked about understanding the senate responsibility. MOU 1976, signed by senate, UHPA, not president. Reread and update that and send to president. Presentation by Kathy Cudshaw on the budget, explaining what's happening with Manoa budget. Carry forward funds, don't 61 million dollars last five years, 31 million in tuition. Tuition has been rising, last year 5%, rolled back into tuition waivers, etc. actually 1.5%. 2015 tuition will go up 7 percent Net will be 1.6% and down 125 students. Manoa has reduced time to graduate, reduces student numbers. High school numbers are down. Budget \$26 million in the red. College \$28 million in the black. Units \$29 million in the black. The dean is on the budget task force. Move to invite Kathy Cudshaw to December 5<sup>th</sup> meeting. May need to extend meeting.
6. CTAHR Senate Committee Reports
- a. Personnel report: very close to resolution to senate for the promotion of agents (Dec)
    - i. Miles listerv
    - ii. Partner hires resolution (Dec) extraordinary people. Concern how partner hires affect priority staffing. Shouldn't be created if it doesn't exist. Do they have to be in the college (no). Hard to come in as an assistant professor and be extraordinary. Some direction from faculty of what is appropriate for the policy.
  - b. Extension: Ashley mentioned composition of TPRC. Note for the record. Drafting policies of composition of the TPRC including extension personnel. Innovative ways to

- c. Research committee meeting with the extension committee to discuss the publication internal review policy in next week. Doodle poll.
  - d. Instruction committee: table that. Course proposals review. Evaluated a number of them. Meet university criteria. Bottleneck courses, create venues to alleviate the problem. Under-enrolled courses, need to be dealt with.
7. CTAHR
- a. Strategic planning/action groups.
8. Instrumentation awards weren't made public, not as public as needed. Not private information. No consensus on how to deal with this. Let Benny work on this. Should be some facility to find it. RFP, can limit access. Not everyone can enter labs. Should be publically available. We all have the responsibility to determine who can use, who can't. table for Benny. Might help know who to contact about this.
9. Old Business
- a. Personnel & Extension: policies and opportunities for extension personnel advancement and hiring.
  - 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.
  - d. Instruction: Bottleneck courses; UHM1 forms; under-enrolled courses- why and how to improve.
  - 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")
10. New Business.