CTAHР Senate Executive Committee  
15 March 2007  
Gilmore 302

Members Present:
Brent Sipes, Janice Uchida, Joannie Dobbs, Travis Idol, Cathy Chan-Halbrendt, John Engel

Meeting called to order at 10:30 AM

I. Minutes from 08 February 2007 Meeting Approved as Corrected

II. Reports

A. Chair

1. Leadership meeting

a. Doug Vincent provided data on individuals supported by CTAHR special grants and percent of grant expenditures going to salary.
   - in next 6 months, not many people terminated, but between 6-12 months from now, there may be a lot of terminations
   - if earmarks are reinstated soon, money might be available by end of calendar year 2007

b. personnel notification forms will continue to be completed by CTAHR, even though some departments have expressed an interest in completing them

c. Manoa Faculty Senate

- JABSOM medical school subsidies are an item of concern
- they are currently receiving 100% of their indirect cost funds, unlike the rest of the university
- they continue to run a deficit, despite this arrangement

- Manoa Office of Assessment (academic assessment) is moving forward

- ACCFSC

- Hamilton Library is concerned about funding shortfall (~$1 million)
- library is considering cutting new book purchases and journal subscriptions
- issue seems to be complicated but could affect research capabilities of the library
- concerns about use of campus or university listservers with everyone’s name and email by researchers to conduct surveys
- concern is that these will amount to “junk mail” because faculty and staff cannot be taken off the listserver or will ignore important messages because of superfluous uses
- textbook costs are an issue for ASUH and ACCFSC
- concern about raising costs of books, the fact that customized texts that cannot be resold, and the unnecessary release of new editions of standard textbooks
- no one had a good answer but several options exist

- Hilo faculty complained about the short winter break
- there does not appear to be much flexibility in number of instructional days
- UH system office located on Manoa campus; McClain is exploring moving it off-campus
- disadvantage is the cost; may be some advantages to separating from the Manoa campus
B. Extension Committee
- surveys have gone out to extension faculty
- some agents cannot be promoted due to lack of master’s degree
- committee voted against changing minimum requirements
- also voted against dropping the continuing credit requirements
- are exploring hybrid plans and other universities to address concerns without lowering requirements
- agents state that some are in areas where it is difficult to get master’s degree or continuing credits
- John suggested being more creative about how agents can meet these requirements by exploring other educational opportunities
- John expressed some concern that extension survey did not go through SEC first
- also felt some broader extension issues were missed by the survey
- suggested that SEC consider it as an open issue that needs further discussion beyond the survey results

C. Research Committee
- Cathy stated that committee wants a safe environment for more discussion of research policy development by administration
- Dean would like to improve communication to avoid misunderstandings and last-minute resolutions
- is a perception that administration is being accused of not communicating well, despite their efforts to work with the committee
- recommends that the committee schedule meetings further ahead so administration can accommodate them on their schedules
- also recommends a meeting to discuss communication issues with administration
- concern is that input requested from faculty is not being seriously considered
- decisions appear to be made prior to input or request for feedback from faculty
- Dean suggested having committees involved in more administration meetings
- agreed that administration can and should provide feedback to faculty inquiries about how and why decisions were made
- Travis suggested committee and administration discuss proper roles of Senate and administration in policy development and how best to involve Senate committees in this process
- SEC will host a lunch meeting between research committee and administration to discuss communication and policy development issues on April 05, 11:30-1:30, AgSci 304

D. Instruction: nothing official to report

E. Personnel: nothing official to report

F. Elections:
- are continuing issues with constituency requirements
- right now, soft-money funded personnel hired through RCUH are not faculty
III. Old Business: Charter Signatures
   - Andy and Brent agreed on the procedure for considering a valid vote for Charter revisions

IV. New Business: Personnel Bridge Funds
   - loss of FY 07 earmark funding needs some funds to bridge gap between FY 06 and FY 08
   - approx. $4 million needed to bridge last of calendar 07 and first of 08
   - college committed to providing $1.5 million
   - asking legislature to commit $1.5 million from legislature
   - asking university system to cover ~$1.5 million, based on RTRF funds university has reserved from college grants and contracts
   - Dean will consider speaking or having CY Hu speak to Senate on this issue for April 12 meeting
   - memo will go to faculty about use of funds to support continuing vs graduating grad

V. Special Thank You
   - SEC thanks the research committee for hosting a lunch with the SEC on Feb. 22

VI. Meeting adjourned 1:15 PM