CTAHR Faculty Senate Minutes
April 4, 2014, 9:00 AM, Gilmore 212

Attendees
Tess Amore
Jinan Banna
JP Bingham
Ron Bontekoe (Manoa Faculty Senate VC)
David Ericson (Manoa Faculty Senate Chair)
Lorraine Brooks (via Polycom on Maui)
Brent Buckley
Zhiqiang Cheng
JB Friday (from Komohana via Polycom)
Peter Garrod
Loren Gautz
Miles Hakoda (Director of CTAHR Comm.)
Daniel Jenkins
Rajesh Jha
Eunsung Kan
Andrea Kawabata (from Kona via Polycom)
Hye-Ji Kim
Charly Kinoshita (AD for ASAO)
Paul Krushelnycky
Luc LeBlanc
PingSun Leung
Diane Masuo
Michael Melzer
Kim Perry (via Polycom from Lihue)
Benny Ron
Becky Setlidge (via Polycom from Hilo)
Brent Sipes
Ashley Stokes
Alan Titchenal

Meeting called to order by Ashley Stokes at 9:04 AM, with appreciation expressed to all who have served in the last year

Reports
1. Motion to approve minutes of previous meeting (Feb 14) was carried unanimously.
2. Review of some news items from Ashley Stokes
   a. Interviews for the two searches for Associate Deans (Research and Extension) will be upcoming soon, along with interviews for Director of International Programs and Policy Issues and Education Coordinator (the latter 2 will be housed in an appropriate departments to be decided).
   b. Recent activities of the Dean and Associate Deans will be made available on the CTAHR website in a new section titled “Deans’ Corner” soon.
3. Addresses by guests of Senate
   a. Miles Hakoda discussed the upcoming Centennial for the Cooperative Extension Service.
      i. Centennial will be promoted through Alan Titchenal and Joannie Dobbs column in the Star-Advertiser
      ii. Jamie Grzebik also has a column related to Urban Gardens
      iii. Stories will also be carried in publications such as a Hawaii State Landscaping Journal
      iv. Pitching an article to UH magazine (for alumni and friends)
      v. Organized and excellent showing of CTAHR programs with Farm Bureau for Ag. Day at the Capitol
      vi. Other promotions on social media, posters displayed in various locations, etc...
      vii. Awards banquet is on May 9 and will highlight CES 100.
b. Charles Kinoshita
   i. upcoming student research symposium- currently have 130 presentations (including
      about 12 from CoE).
   ii. CTAHR convocation is on May 7.
   iii. First ever course fees will be received shortly, and will be distributed to units
         accordingly to support course delivery costs

c. David Ericson and Ron Bontekoe from MFS
   i. Reported a strong working relationship with the administration
   ii. Many issues have been worked on by MFS
      1. Monitoring of searches at system level (i.e. System President, VP for Academic
         Affairs).
      2. VP for Administration is being created in wake of "Wonder Blunder"- some
         concerns about proliferation of more layers of bureaucracy.
      3. Strong concerns about the budget from the legislature; faculty raises moving
         forward but state support is uncertain.
      4. Athletics issues are ongoing- i.e. deficit spending potentially coming out of other
         campus operations.
      5. Graduate council and CoRGE- Committee on Research and Graduate Education
         (report from Ron Bontekoe)- there has been no Dean of Graduate Division for
         several months; Pat Cooper has retired. New Dean is Krystyna Aune, and there are
         some issues in learning specific issues and processes of graduate education (as she
         has come from Academic Affairs office).
      6. CoRGE requires members with experience as graduate chairs, and limited numbers
         are available that are willing to serve (with the result that there is duplication of
         effort between graduate council and CoRGE).
      7. UHPA lodged a complaint with Hawaii Labor Relations Board based on MFS
         working with administration (including on some more academic issues that are
         perceived as being employment related issues); MFS has been working with UHPA
         to coordinate work and information between the two organizations.
      8. Some concerns from MFS are that UHPA relates at a system level (and doesn't
         necessarily understand specific issues at Manoa), and having UHPA reach
         resolutions without consultation of MFS may omit important perspectives of
         academic and other issues relevant to MFS

4. Committee Reports (brief annual report on issues worked on by committees)
   a. Elections: PingSun Leung thanked members of committee- summarized results of
      elections
   b. Extension (Lorraine Brooks)
      i. Committee has worked on criteria for collaboration award (as summarized in
         handout attached to agenda)
ii. 15 credits are required for promotion of extension faculty- so committee is working on developing opportunities for academic credit for extension personnel, especially on outer islands.

c. Instruction (JP Bingham)
   i. Committee has evaluated 11 course proposals, providing feedback in helping address CTAHR and UH requirements
   ii. Committee has been working on identifying course bottlenecks (currently compiling a ~4 page report with input from various CTAHR units)
   iii. Kinoshita thanked JP for his leadership- citing that this was the first year that all UHMI forms from CTAHR have successfully gone through at least the General Education stage.

d. Personnel (Brent Sipes)
   i. Responsibilities of department chairs
   ii. Policy on social media

e. Research (Mike Melzer)
   i. Submitted a written report attached to minutes.
   ii. Ken Grace relayed his appreciation for the committee's efforts (through Ashley Stokes)

f. ACCFSC (All Campus Council of Faculty Senate Chairs)
   i. Ashley Stokes reported that there will be a survey circulated related to quality of work life at UH. Results will be disseminated to Deans of Colleges, to department chairs of units with at least 6 faculty, and to faculty senate chairs.
   ii. Council is also working on improving articulation of courses between campuses
   iii. Search Committee for new System President will be narrowing down to 5 finalists, from which 3 will be selected by BOR for interviewing.

5. Old Business

a. Searches for Associate Deans.
   i. Daniel Jenkins reported that the search for AD of Research has been held up somewhat because the search committee chair has been engaged with staffing issues in the MBBE office; committee is meeting next week to rank the 8 applicants and make recommendations to the Dean.
   ii. Ashley Stokes reported that the search for AD for Extension has been engaged in ranking the applicants, and is motivated to have interviews planned before the end of the academic term.

b. Strategic action plans- Ashley encouraged everyone to join a team if they are not already involved.

c. There is a strategic planning team involved on working on a policy for germplasm distribution from CTAHR (along with the Senate Research Committee)
d. Research committee has also been involved in developing guidelines for internal review of in-house publications.

e. JP reminded senate of report on bottleneck courses - suggesting that addressing these issues will continue to be an issue for the instruction committee next year.

f. Ashley Stokes indicated that identifying and promoting measures for improved mentorship (i.e. by making dossiers available) should be a priority for CTAHR senate.

6. Continuing items for senate to work on next year were suggested in the Senate Executive Committee meeting and included in the agenda; these were accepted with no discussion or additional items suggested.

a. Bottleneck courses
b. Faculty mentoring, professional development and Tenure and Promotion
c. Germplasm distribution
d. CTAHR in-house publications
e. Collaboration award guidelines
f. Strategic planning


a. Brent Sipes recognized the chair and vice chair (Ashley Stokes and JP Bingham, respectively) for their leadership of the Senate

8. Election of new CTAHR Faculty Senate SEC

a. Welcome of new/ incoming senators by Ashley Stokes was followed by introductions.

b. Outgoing senators (including chair and vice-chair) were dismissed by Dan Jenkins (the only remaining "titled"/ secretary member of SEC, who acted as chair for the rest of the meeting), with expression of appreciation. The outgoing chair and vice-chair were gracious enough to remain to facilitate the meeting direction.

c. Replacements for 2 exiting members of SEC were elected (4 individuals were nominated- one declined the nomination, one was persuaded not to decline the nomination, and after an extremely close vote Benny Ron and Maria Stewart were elected to the SEC).

d. New and Continuing SEC members remained behind to plan their meeting date to partition next year's senate into committees, elect chair and vice chair, and SEC liaisons to committees. SEC meeting will occur at 2 PM on Friday May 23, at a venue to be procured by Benny Ron (probably in Agr. Sci).

Meeting was adjourned at 10 AM, +/- 10 minutes.