Members present:

The meeting was called to order at 1:47 PM by President Stephen Ferreira.

Minutes approved as submitted and posted on web

I. Committee Reports

A. Instruction: a written report was submitted and is attached
   -they reviewed a proposal for an inter-college nutrition sciences Ph.D. program with the John A. Burns School of Medicine and Cancer Research Center
   -the committee made recommendations for improvements (see attachment)
   -a motion was made to recommend it move forward; the motion was approved
   -a motion was made to approve the UHM-1 Form for FSHN 311 and 312; because no syllabi for these courses was included in the UHM-1 Form application, the committee did not recommend approval at this time; the motion was defeated
   -the SEC will review the application after it is amended to include course syllabi

B. Research: a written report was submitted and is attached

C. Extension: a written report was submitted and is attached

D. Personnel: a written report was submitted and is attached

E. Manoa Faculty Senate
   -search for Manoa chancellor has begun
   -January is target deadline for new chancellor
   -a Vice President for Academic Affairs at the system level is wanted by some (legislature) but felt not needed by individual campuses

F. Bioethics: no report

G. Elections: the committee announced the election results for new Senators

II. No Old or New Business

III. Announcements

   A. Brent Sipes announced the death of former Dean Laughlin and asked for moment of silence
IV. Proposed Charter Revisions

Charter revisions submitted in a series of steps

1. Housekeeping: moving charter items to the bylaws and updating language and making meeting dates more flexible
2. Major change 1: MFS representation will change
3. Change 2: way we change the bylaws will be amended
4. Change 3: charge of SIC will change
   - there was concern that the instruction committee has been handling too many administrative issues
   - there is a general feeling that their charge should be for more global issues or program changes
   - review of UHM-1 and -2 forms should be done at the department level
   - some argued that there is value in having interdisciplinary review of courses
   - there is a problem in meeting deadlines when the Senate has to meet and approve forms
   - clarity of charge is a problem, so that is needed more than anything
   - a suggestion was made to have the committee work on improving instruction, not reviewing new course proposals
   - a suggestion made that the committee work with department curriculum committees to undergo appropriate review
   - an observation was made that many of these concerns are reflected in the proposed Charter revisions, so that hopefully these issues will be addressed

V. Deans’ Report

B. The Dean announced passing of former Dean Charles Laughlin and recognized his hard work during the college reorganization and his leadership in the agricultural community

C. Next week Legislature will complete its work
   - CTAHR requested 8 faculty positions
   - 5 positions have been approved: 2 NREM positions, 2 in FCS, 1 TPSS position
   - the items must be a part of the House-Senate conference compromise
   - The Governor has line-item veto authority; she can also withhold funding
   - funds requested for positions were not fully appropriated due to hiring later than beginning of fiscal year
   - still want to fill positions ASAP, by January rather than next fall
   - next biennium planning has already begun; 14 positions requested in 4 different areas; Vice Chancellor reviewed reduced it to 3 positions with no definition of priority of subject area
   - these will be sent to President’s office and Board of Regents
   - at least a line in the university budget allows CTAHR to discuss it with the Legislature

D. Taro patenting and GMO research
   - will be a meeting on May 12 to bring together Hawaiian groups to discuss best way to deal with the concerns and opposition
   - are treating them as a stakeholder group separate from taro growers
- the academic community has its own issues regarding safeguarding of intellectual property and academic freedom
- bioprospecting will likely be included in the discussion, as well
- challenge is finding who speaks for Native Hawaiians; no one speaks for the whole group, so need to seek out various perspectives and find common ground
- will require good faith effort to listen and come to some agreement

E. Awards banquet next Friday
F. College-wide conference
   - will focus on strategic plan implementation
   - wants as much participation as possible, since this determines priorities of the college

Meeting adjourned at 3:06 PM
I. The committee met every month except for February. We worked well as a group and everyone was very enthusiastic, conscientious and efficient. The following is a list of accomplishments. The committee initially came up with a list of important issues to address but we also responded expeditiously to issues that arose during the course of the year. Below is a brief summary of the Committee’s accomplishments.

Issues the Committee identified as important to work on:

1. A timely, consistent annual deadline for formula-funds RFA (preferably during the spring term and not the summer as there are faculty on nine-month appointments)

WE INVITED ASSOCIATE DEAN HU AND SPECIAL GRANTS DIRECTOR DOUG VINCENT TO ADDRESS THE ISSUE. THE MESSAGE IS THERE WILL BE NO ANNUAL RFA FOR HATCH PROJECTS. FACULTY SUBMITS PROPOSAL TO ASSOCIATE DEAN’S OFFICE BY APRIL 1 TO GET A NEW HATCH PROJECT OR REQUEST A RENEWAL. DEAN HU REQUESTED THE COMMITTEE TO LOOK INTO THE METHODS AND PROCESSES OF ALLOCATING MCINTIRE-STENNIS FUNDS. IT IS THE CONSENSUS OF THE COMMITTEE THAT IT IS THE RESPONSIBILITY OF CTAHR RESEARCH OFFICE AND NOT THE COMMITTEE’S. AND ONCE THE PROCESS AND METHODS ARE DETERMINED THEY SHOULD BE BROADCAST WIDELY TO THE FACULTY DURING THE ACADEMIC YEAR (NOT IN THE SUMMER MONTHS).

2. A consistent delivery of on-line monthly project account statements

DID NOT WORK ON THIS TOPIC BUT MADE SUGGESTIONS (See Section II)

3. Evaluate services delivered by ORS to prevent interruption of services similar to the past summer

CHRIS HELM, INTERIM DIRECTOR OF ORS WAS INVITED TO OUR MEETING TO UPDATE THE COMMITTEE ON WHAT HE CALLED THE ‘NEW’ ORS. UNDER HIS LEADERSHIP HE SAID HE EMPHASIZES SERVICE AND EFFICIENCY TO THE CUSTOMERS. ORS WILL DO SO BY
HIRING MORE STAFF TO SHORTEN THE TURNAROUND TIME FOR PRE AND POST AWARD SUBMISSIONS. ALSO, ORS IS WORKING ON GETTING THE PROCESS ON LINE SO PROPOSALS GET APPROVED ON LINE.

4. Identify sources of funding for CTAHR research and training centers

DOUG VINCENT IS DOING A WONDERFUL JOB WITH GRANT OPPORTUNITY ANNOUNCEMENTS.

Issues that came up during the academic year that we tackled:

1. Drafted resolution regarding changes to Board of Regents Policy 5-19 (employment of research support through RCUH)
   RESOLUTION DRAFTED AND PASSED BY CTAHR FACULTY SENATE

2. Frequency of submission of the P-card transaction log to the department

   THE CONSENSUS OF THE COMMITTEE IS TO HAVE CTAHR FISCAL OFFICE COME UP WITH AN EFFICIENT WAY TO SECURELY VERIFY THE EXPENSES ON THE P-CARD ON LINE TO REDUCE THE WORKLOAD OF THE FACULTY. A SUGGESTION IS FOR THEM TO LOOK AT OTHER UNIVERSITY SYSTEMS ON HOW THEY HANDLE THIS TASK (NEW MEXICO STATE UNIVERSITY, COLORADO STATE UNIVERSITY WERE SUGGESTED AS MODELS TO LOOK INTO).

3. Drafted statements for CTAHR Faculty Senate to consider in response to recent events on using GMO technology on Hawaiian taro and coffee and issues on CTAHR patenting and licensing rights of taro varieties.

   COMMITTEE DRAFTED RESPONSES TO THE ABOVE AND forwarded them to Dr. Stephen Ferreira, President of CTAHR Faculty Senate for discussions at the Faculty Senate meeting on April 27, 2006)
II. The committee identified important issues that we hope the incoming committee would address. The FOUR items listed are related to efficient fiscal management of projects by Principal Investigator (See Section IV for more details)

<table>
<thead>
<tr>
<th>Issues</th>
<th>Potential Solutions</th>
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<tbody>
<tr>
<td>1. Account statements not up-to-date</td>
<td>RCUH and fiscal officers reduce the current 4-month lag to 1-month lag in the reporting</td>
</tr>
<tr>
<td>2. Missing salaries and wages encumbrances on the RCUH FMIS Report</td>
<td>Add 2 category items (projected salaries and projected fringe benefits) to the monthly FMIS BRS statements</td>
</tr>
<tr>
<td>3. Chemistry stock room does not provide price list and receipts</td>
<td>Develop an up-to-date price list on line and provide receipts for purchases</td>
</tr>
<tr>
<td>4. Process of allocating and reporting P-card transactions is cumbersome and inefficient. In general, the current system requires too much time for faculty and fiscal office account clerks to process.</td>
<td>Converting the P-card transaction reporting process to a fully electronic, continuous system that would be processed day to day, would greatly increase the efficiency and productivity of the faculty and fiscal office account clerks as it would free up time for the accomplishment of other tasks, and it would eliminate the “crunch” of current experienced with cyclical reports.</td>
</tr>
</tbody>
</table>
III. Attachments of a Resolution (Passed) and draft statements on CTAHR faculty use of GMO technology and patenting and licensing rights.

Attachment 1

**Resolution from CTAHR Senate Research Sub-Committee**

In support of the suspension of the Amendments to BOR policy to 5-19(c) on Research

Whereas, the mission of the College of Tropical Agriculture and Human Resources (CTAHR) includes research and extension

Whereas, extramurally funded projects provide resources which are essential for successfully meeting the College’s Landgrant mission;

Whereas, the competition for extramural funding is at a record intensity and projected to increase, according to the American Academy for the Advancement of Science;

Whereas, the successful administration and execution of individual projects relies on the dedication of highly qualified staff;

Whereas, the ability to recruit and retain the most qualified staff requires a high degree of flexibility for describing position requirements, offering competitive salaries and benefits, acting with a minimum of administrative delays, rewarding productive personnel, managing personnel across multiple grants and contracts, and maintaining employee health and safety.

Whereas, the research, extension, training, and teaching duties of personnel managing projects is extraordinary, such that unnecessary administrative responsibilities are burdensome;

Whereas, the Research Corporation of the University of Hawaii (RCUH) was created to facilitate the administration of extramural grants and contracts which might otherwise be impeded by policies governing the hiring of state employees;

Whereas, the UH Office of Human Resources continues to have problems providing timely and effective support for hiring and employment needs;

Whereas, the University of Hawaii System administration and Board of Regents have in the past taken into consideration a proposal (Board of Regents Policy 5-19) to place restrictions on the functions of RCUH which would seriously compromise the hiring and recruitment of the best qualified staff;

Whereas, many dedicated RCUH employees might be subjected to unfavorable changes in the terms of their employment under the proposed policies;
Whereas, the successful completion of existing projects and the ability to compete for extramural funds in the future would be compromised under the proposed policies;

We, the CTAHR Faculty Senate strongly support decisions to suspend the amendments of the BoR Policy 5-19, and encourage future consultation with faculty before adopting changes in hiring and employment practices of RCUH.
Draft Statements for the CTAHR Faculty Senate:

1. **Introduction:** The CTAHR Faculty Senate Research Sub-Committee has drafted the statement below in response to public spokespersons who have made two demands that

   1) UH should acknowledge that patents on taro should be abandoned
   2) Licenses issued for taro should be rescinded

**Our response:**
The committee proposes that the CTAHR Faculty senate issue the following statement regarding patenting and licensing rights of University employees.

The CTAHR faculty senate reaffirms the right of research faculty and staff, indeed of all University employees, to freely engage in areas of research of personal and professional interest. Further, the CTAHR faculty senate reaffirms the right of UH employees to seek patent protection for their inventions under the established procedures of filing and review because

- New University technologies and inventions often represent significant scientific advancement and provide solutions to many of society’s most pressing problems;
- New inventions often need protection if they are to be further developed and to become available for the public good.
- Patents are universally recognized as a fair mechanism to protect the rights of inventors and to create incentives for scientific and technological development
- Without patent protection, most inventions will not be licensed and will not find their way into public use.
- In addition to the potential commercial benefits that patents may provide, patents preserve for the University the ability to continue to perform research unfettered by concerns of infringement.

The CTAHR faculty senate also reaffirms the right of the institution and the inventor to license the use of products of innovative research carried out within the University because

- Licensing provides a means for commercial users to invest in publicly funded research and to thus share the cost of commercializing new technologies
- Licensing new products fosters research which otherwise may not be funded
The University of Hawaii has well-established policies that require disclosure of inventions for the purpose of getting new inventions and discoveries into the public domain.

Licensing new inventions resulting from their research efforts is an established right of academic researchers at UH and throughout the nation and the world.

Where questions arise as to the validity of patents, the CTAHR faculty senate notes that procedures exist for lodging formal complaints with the U.S. Patent and Trademark Office, which has well-established procedures for reviewing and upholding or rescinding patents as appropriate.

Finally, the CTAHR faculty senate recognizes the special trust that the State and its citizens has placed in the University’s researchers with respect to the preservation of the aina and all that is on it or comes from it and that the University has a duty to be respectful of cultural values while practicing academic freedom.

2. **Introduction:** The CTAHR Faculty Senate Research Sub-Committee has drafted the statement in response to recent Bills proposed to restrict the use of GMO technology on taro and coffee.

**Our Response:** The committee proposes that the CTAHR Faculty senate issue the following statement.

CTAHR’s role in society is to improve agricultural productivity and product development by applying appropriate technologies to overcome limiting problems. In addition, CTAHR is responsible for preparing students for fruitful careers in agriculture by training them in the use of appropriate technologies.

All technologies old or new have inherent potential risks, as well as particular benefits.

CTAHR faculty and staff conduct research, including research that employs genetic engineering technology, under Federal, State, and/or University guidelines that are based on sound scientific knowledge, safety guidelines, and ethical criteria.

There is no scientific basis for categorically restricting researchers’ access to either genetic engineering, as an appropriate technology, or taro and coffee, as an appropriate crops, for genetic improvement.

Therefore, the CTAHR Faculty Senate reaffirms the right of faculty and staff to develop and apply the most appropriate methods, including innovative
technologies such as genetic engineering, to address agricultural problems in crops, including taro and coffee, through research and education.