Meeting was called to order by President Halina Zaleski at 1:30 pm. **Attendance:** Halina Zaleski, Susan Miyasaka, Deborah Ward, Paul Singleton, Andy Hashimoto, Catherine Chan-Halbrendt, Barry Brennan, Joan Chong, Claire Nakatsuka, Mike Kawate, Randall Hamasaki, Andrew Kawabata, Jonathan Deenik, H.C. Bittenbender, Kent Kobayashi, Dulal Borthakur, Ali Fares, Diane Masuo, Harry Ako, Lynn Nakamura-Tengan, Naomi Kanehiro, Hector Valenzuela, Sahar Zaghldu, John Engel, Travis Idol, Brent Sipes, Steve Ferreira, Ken Leonhardt, Jean Young. **Proxies:** Dian Dooley (Halina Zaleski), Kaulana Keala (Jean Young).

**Minutes:** Minutes for February 25, 2004 full Senate and SEC meeting minutes were approved as circulated. Motion to approve by Brent Sipes, second by Steve Ferreira. Motion carried. Minutes to be posted on the web.

**Reports:**

**Research - Cathy Chan-Halbrendt**

Expressed congratulations and appreciation for a great year. 84% increase in grants from $12 to $22 million., 144% increase over previous years. T-Star, Doug Vincent managed review process of 69 grant proposals, 25 funded including 22 from Hawaii, 3 from Guam. Planning grants also funded for development of tropical beverages. Six panels to review grants. See Cathy C.-H. for more details if needed. Doug Vincent compiling suggestions, criticisms, list of things to avoid as suggested by panels.

**Academic & Student Affairs - Cathy Chan-Halbrendt reporting for Charlie Kinoshita (in class)**

*Student Research Symposium in 16th year, April 2 & 3.* 79 abstracts submitted, nearly double from last year. 32 Awards vs. 19 awards last year. Students received complimentary dinners (approx. 40-50 participated) via UH Foundation $2000 (thank you Dean Hashimoto). Symposium wrap up meeting on Friday, provide input to Charlie.

*Student Ambassadors program - Allene Chun.* Presentations to schools and classrooms designed to create awareness of CTAHR programs, scholarship opportunities, career options after graduation. 32 venues since Jan. 04. Include presentations on campus. If anyone has lower division courses where more non-majors in attendance, let them know so they can try to get students to commit to CTAHR. Okay not to declare majors until sophomore year (like at Harvard). Currently 500 undergrads, 160-170 grad students. Want 800 students.

*Annual High School Teacher Conference - four courses taught.*
Extension - Barry Brennan
16 projects submitted on time, two delayed, included 9 county projects, 6 statewide requests.

Next Extension Conference slated for October 20, Wednesday, at the UH Campus Center Ballroom, Jean Young will be Chairing the event. Young will assemble a planning committee. Committee open to suggestions for workshop topics. Suggestions include: "First Detectors" aimed at County Agents agro-security topics part of homeland security efforts. Submit workshop topics to Jean Young.

Barry announced: May 5 decisions on integrated projects, May 7 Hatch grants and June 6-18 Smith-Lever funds review.

Dean's Report – Andy Hashimoto
Hectic week, State Legislature is winding down. Bills in conference committees. Supplemental budget - question whether Governor will veto. Current CIP requests for Komohana ($4.5 mill), Molokai ($1.1 mill) and Data Center ($250,000). HB 1800 - Governor can line item veto, reduce monies or not release monies. By provisal, monies for Data Center (Center on the Family) were taken from central administration budget, unknown what if any reactions and ramifications.

House and Senate funding requests - $2.5 million including:
$500,000 replace monies for CTAHR base budget
$250,000 food and forage
$750,000 food and nutrition issues eg. obesity
$250,000 Data Center
$500,000 Biomediation

House did not hear our bill. Senate combined 3 bills into one - purchase ag easement, fund Farm Bureau and CTAHR bills under title "Relating to Agriculture". Unsure if titling of bill will permit obesity and biomediation programs funding. Top Priority - $500,000 to hire 9 faculty, looks good but things may change in conference committees. Election year, keep in mind how to sell to constituencies.

Ted Hong, BOR Interim member, introduced a reso to address statewide role of land grant mission. President to form committee to review system function vs. Manoa function. Committee to report to BOR in October. College to form committee to review issue.
Chair's Report - Halina Zaleski
"It's been a long two years…." On looking at accomplishments:
1) Utilized more distance communication (polycom) for SEC meetings. Proposing having every other Senate meeting be via HITS (to be reviewed as part of new charter changes)
2) Developed excellent working relationship with Administration - thanked Dean Hashimoto for cooperation, communication is better b/n <Faculty> Senate and Administration.
3) Dean now provides some monies for student help for Senate Chair (community colleges give one or two course release time).
4) All Campus Council Faculty Senate Chairs - made more effective by providing thoughtful articulation of issues, cooperation within whole system
5) Set up committee to improve relations with UH Hilo - CAFNRM. CTAHR was the first to inform Hilo CAFNRM committee of the issue on the table (system wide land grant).

Manoa Faculty Senate - Halina Zaleski reporting
MFS amended charter to allow constituencies to have at least one representative be on Manoa Faculty Senate directly from each faculty Senate (reduces number of Senators elected by one)
WASC - Reso of No Confidence, response to WASC. Consultative process did not work well in this situation.

Research Committee - Randy Hamasaki, Chair
Research Award was the last agenda item <for the committee>.

Instruction Committee - Brent Sipes, Chair
New course on NREM 636 - Terrestrial Geochemistry. Committee approved. Some TPSS faculty expressed concerns to Brent S., but no concerns to committee could be circulated before voting. Suggestion proposed when a new course is proposed, send an email to all faculty for comment. When new courses are proposed, feedback to Instruction Committee, approval from SEC and Faculty Senate, then to Academic Affairs. Moved to accept report (Brent Sipes made motion, Kent Leonhardt second) Motion carried.

Extension Committee - Claire Nakatsuka, Chair
Issues and concerns were brought up and will be addressed in a meeting with Extension Director Barry Brennan. Will also seek to establish process to discuss other issues (eg. land grant system wide, etc.)

DISCUSSION NOTE: It was brought up that Senate committees, terms of service is THREE YEARS although Faculty Senate terms are two years.
Personnel Committee - Steve Ferreira, Chair
By next Friday, forward to SEC final committee report to review DPC procedures and compliance with University and UHPA contracts and procedures. Some discrepancies include: number of members on committee not consistent with UHPA contract.

RESOLUTION:
Whereas the UHPA Contract for 2003-2005 contains changes in wording not reflected in current Department Personnel Committee (DPC) procedures and

Whereas the CTAHR Faculty Senate approved recommendations for Department Personnel Committee Procedures and Guidelines (P & G) in 2000,

Be it resolved that the Dean request all Department Chairs to initiate a review and revision of DPC P & G to insure compliance with the current UHPA contract, taking into consideration the CTAHR Faculty Senate recommendations.

Motion to accept Reso by Deborah Ward, Second by Susan Miyasaka. Motion carried unanimously.

Personnel Committee recommendations to SEC by next Friday. Reso to go on record that it is Administration's responsibility to comply with DPC procedures and UH and UHPA contracts. Heads up to Department Chairs to review DPC rules and address issues.

Elections Committee - Kent Kobayashi, Chair
Nominations made for three Search Committees - Associate Dean for Research, Academic Affairs & Oahu County Administrator positions.

Results of Faculty Senate Elections submitted to SEC Liaison Susan Miyasaka, approved by SEC and distributed to college, names forwarded to Ruddy Wong.

Newly Elected Senators:
MBBE (one seat): Dulal Borthakur
Alternate: Patrick Fu

TPSS (4 seats): Joseph DeFrank, Andrew Kawabata, Jonathan Deenik, Virginia Smith
One year term filling in for Susan Miyasaka: Aurora Saulo
Alternate: Alton Arakaki
HNFAS (2 seats): Dian Dooley, Halina Zaleski
Alternate: Brent Buckley

FCS (2 seats): Joan Chong, Davelyn "Kaulana" Keala
Alternate: Rick Caulfield

NREM (1 seat): Travis Idol
Alternate: J.B. Friday

PEPS (3 seats): Randy Hamasaki, Mike Kawate, Brent Sipes
Alternate: Jari Sugano

After the old Senate adjourns, the new Senate will elect Senate Executive Committee.

CAFNRM - Susan Miyasaka, Liaison
Committee comprised of Jim Carpenter, Kelvin Sewake, Bruce Matthews, Susan Miyasaka. CTAHR's Susan Miyasaka first notified Bruce Matthews, UH Hilo of BOR Reso taking 35% Fed. formula dollars for UH Hilo. Issue was tabled by BOR, committee being formed by President to present findings in November '04. Land Grant, Sea Grant, Space Grant, Zaleski raised issue whether all these would be system level too? SOEST same issues with Hilo.

NEW BUSINESS
Two motions by SEC were presented. Since motions had been moved and seconded by Senate Executive Committee, motions could go straight into discussions:

MOTION Carried: Be it resolved that the CTAHR Faculty Senate request that the UH President include the CTAHR Faculty Senate Chair or designee on the committee reviewing the land grant system wide role.

MOTION Carried: Be it resolved that the CTAHR Faculty Senate request that the UH President bring any proposals on the system role of the land grant to the CTAHR Faculty Senate for review and response before any BOR decision making.

Senate Charter Changes
Suggested to convene Ad Hoc Committee to review charter changes eg. meeting via HITS and CTAHR designee to Manoa Faculty Senate. Bring changes before September 2004 CTAHR Faculty Senate meeting.
MOTION Carried: Be it resolved that the SEC create an Ad Hoc Committee to review and suggest revisions to the Faculty Senate Charter to be brought before the full Senate meeting in September 2004. (Motion by Deborah Ward, Second by Jean Young)

At 3:00 pm, the meeting was adjourned (motion by Susan Miyasaka, second by Steve Ferreira). Old Senators were excused, new and holdover Senators were asked to make nominations for SEC Committee(2004-05).

Senate Executive Committee 2003 -04
Susan Miyasaka (To be replaced) Charlie Weems (Holdover)
Halina Zaleski (To be replaced) Deborah Ward (Holdover)
Kelvin Sewake (To be replaced) Paul Singleton (Holdover)
Jean Young (Holdover)

Quorum was established (22 new and holdover Senators).

Nominations for New SEC Members:
Dulal Borthakur
Halina Zaleski
Steve Ferreira

Kent Kobayashi was also nominated but declined and said he was not eligible to serve on SEC All three persons (Borthakur, Zaleski and Ferreira) were elected to SEC.

Respectfully Submitted,

Jean S. M. Young,  
CTAHR Faculty Senate Secretary