Minutes of the CTAHR Faculty Senate Meeting
April 28, 2011
3:00 pm
Sherman 103
Vice Chair Kent Kobayashi presiding

Gift items presented to Russell Kokubun included a potted anthurium plant (T. Amore), honey (E. Villalobos), chocolate (H.C. Bittenbender), Kulanui products (W. Iwaoka), and a lei.

There being a quorum present, K. Kobayashi called the meeting to order at 3:00 pm. Introduced Dean S. Yuen, Associate Deans K. Grace and C. Kinoshita.

K. Kobayashi introduced Russell Kokubun, Chair, HI State Department of Agriculture. Mr. Kokubun spoke about his farming background, political experiences on the Big Island and in the State Senate, and agriculture in Hawaii. He then answered questions from the audience.

The previous meeting's minutes were approved.

H. Zaleski spoke about the CTAHR Workload Policy. A motion to approve the policy was voted on and adopted.

S. Nelson read brief portions of the Resolution of Appreciation to C.Y. Hu. A motion to approve the resolution was adopted.

K. Cheah spoke about pressing department issues.

K. Kobayashi mentioned that the committee reports will be online.

K. Kobayashi and K. Cheah conducted the seating of the new senators. Kheng announced the names of the new and holdover senators. Kent thanked the outgoing, holdover, and new senators.

K. Kobayashi and K. Cheah conducted the election of three new members to the CTAHR Faculty Senate Committee. A motion to close the nominations after three nominees (J-P Bingham, H. Spafford, R. Caufield) were obtained was adopted. The group voted for these nominees to be the new SEC members. Consent of R. Caufield is still need as he was not at this meeting.

K. Kobayashi adjourned the meeting.

Respectfully submitted
Kent Kobayashi and Kheng Cheah
WHEREAS C. Y. Hu served for six years from 2005-2011 as Associate Dean and Associate Director for Research at the College of Tropical Agriculture and Human Resources (CTAHR), and

WHEREAS Dr. Hu faithfully administered the research activities of CTAHR faculty across six islands that totals nearly $19 million annually, and

WHEREAS Dr. Hu raised the level of expectation and accountability for CTAHR researchers regarding their research outcomes, and helped faculty acquire competitive grants, and

WHEREAS Dr. Hu conceived and published more than 50 issues of CTAHR Research News, a newsletter that showcased successful researchers and projects at CTAHR and highlighted funding successes and future grant opportunities, and

WHEREAS Dr. Hu reinvigorated, established and encouraged a number of productive research and education collaborations between the college and a wide range of Chinese universities, and

WHEREAS Dr. Hu strove to ensure that key projects did not go un-funded during years in which special grant funds were withdrawn from the college, and

WHEREAS Dr. Hu selflessly served and advocated for CTAHR across the state, nation, and world, and

WHEREAS Dr. Hu spoke with candor and clarity, with wisdom and pragmatism, to faculty, staff, students, and clientele in good times and bad, and

WHEREAS Dr. Hu exemplified the ability to make difficult and at times unpopular decisions as well as the perseverance to stand by those decisions,

THEREFORE, BE IT RESOLVED that the College of Tropical Agriculture and Human Resources Faculty Senate expresses its appreciation for C. Y. Hu's years of service, and

BE IT FURTHER RESOLVED that the College of Tropical Agriculture and Human Resources Faculty Senate wishes Dr. Hu good health, happiness and success in his future endeavors.
Senate Executive Committee Annual Report
2010-2011 Academic Year

Members: Kheng Cheah, Travis Idol (Secreatart), Kent Kobayashi(Vice Chair), Hosik Min, Tomoaki Mirua, Scot Nelson, and Brent Sipes (Chair)

The Executive Committee met monthly during the school early. Ania Wieczorek resigned from the committee due to personal reasons and was replaced by Kent Kobayashi at the November 2010 Senate meeting. The Executive committee organized and conducted four senate meetings during the year inviting Chancellor Hinshaw, Board of Agriculture Chairperson Russell Kokubun, Dean Yuen, and Associate Deans Evensen, Grace, and Kinoshita. The committee appointed an ad hoc committee to develop a faculty/staff survey which will be conducted in conjunction with the Dean's office. The committee met with Associate Dean Kinoshita and the Instruction Committee to address issues with evaluation of UHM-1 forms. The committee certified the Senate election.
EXTENSION COMMITTEE ANNUAL REPORT, AY 2010-2011

For this past year the Extension Committee made review of the CTAHR Farm Manual and made two recommendations for further consideration

**Recommendation 1**
Mitigating the Introduction of Novel Invasive Plant Pests

To ensure that CTAHR faculty, staff and students, in their efforts to support the agricultural industry with developing new markets does not errantly promote a plant species known to be a weed risk; and to set an example of environmental stewardship with proper implementation of policies and contingency plans in place;

The CTAHR Faculty Senate encourages the adoption of a science-based process of importation, selection and dissemination of novel plant types known to be of low risk-invasion potential in the Farm Use Manual.

**Recommendation 2**
Liability protection for our farm volunteers and other non-employees who frequent CTAHR farms as invited participants

We need to promote a safe work environment and mechanisms to protect non-employees in the event of accidental injury.
CTAHR SIC Report for academic year 2011

April 28, 2011

The SIC evaluated 11 courses, approved 6 courses on the first review and returned 5 to the proposer for revision. One revision returned and was approved. The other four would have been approved as experimental courses or with suggested revisions. There was not enough in the proposal to convince us the course was of adequate quality to be in the CTAHR catalog of courses. All ratings were by consensus of the SIC.

A recurring problem in review was the lack of information showing department support. UHM policy calls for department review by a faculty committee and the department chair. Many of the proposals needing revision did not appear to have been reviewed in the department as they lacked critical information called for in the CTAHR course proposal guidelines.

The SIC requests that the senate ask for an addition to the CTAHR course proposal guidelines. The last item should be a check box that the proposal was reviewed and approved by a department or program faculty committee with a signature of the department faculty committee chair that reviewed and approved the proposal.

A request to make changes in course substitution in NREM program was approved.

The SIC established precedent in organizing and conducting business through email. That the course proposal on the CTAHR web site be the one approved became evident. This was agreed by OASA and the SEC.

Timeliness for review and revision also became evident. The SIC approved or sent back for revision all courses in time for revisions to be made before UHM deadlines for all proposals meeting CTAHR internal deadlines. Courses not meeting the internal deadline were given low priority for the remainder of the semester. Given faculty schedules, the SIC members did very well at getting proposals reviewed in a timely manner.
RESEARCH COMMITTEE REPORT, AY 2010-2011

During AY 2010-11, the CTAHR Senate Executive Committee requested the Research Committee to critically review and offer comments on the following:

1. Western Insular Pacific Sun Grant Subcenter
2. CTAHR Farm Use Manual

The committee reported the following during the Nov. 9 CTAHR Faculty Senate meeting.

SUN GRANT RECOMMENDATIONS
1. Solicit input from faculty within CTAHR who are pursuing projects and/or are interested in bioenergy and biomass research.
2. Develop a database of CTAHR faculty and affiliate faculty to facilitate coordination among researchers.
3. Include bio-based products in the mission for the Hawaii-Pacific Region.

FARM MANUAL RECOMMENDATIONS
1. Involve written input from faculty who have plots (or intend to request for plots) in the research farms.
2. With regards to Section2-Germplasm Release, on-going conversations with plant breeders within CTAHR, and extension agents who work closely with commodity groups, may be useful in the refinement of the CTAHR Germplasm Release policy.