

DRAFT CTAHR FACULTY SENATE MEETING

February 25, 2004

Marine Science Room 114

Meeting was called to order by President Halina Zaleski at 1:47 pm..

Attendance: Halina Zaleski, Andy Hashimoto, Steve Ferreira, Brent Sipes, Janice Y. Uchida, H. C. Bittenbender, Hector Valenzuela, John Engel, Wayne Borth, Joan Chong, Claire Nakatsuka, Dick Bowen, Mark Wright, Paul Singleton, Charlie Weems (Proxy to P. Singleton), Naomi Kanehiro (Proxy to L. Nakamura-Tengan), Ken Leonhardt, Ali Fares, Lynn Nakamura-Tengan, Deborah Ward, Harry Ako, Dan Rubinoff, Jean S. M. Young.

Minutes: Minutes for November 2003 minutes were approved as circulated. Motion by Brent Sipes, Second by John Engel.

Reports:

Research – Cathy Chan-Halbrendt on vacation (No report)

Dean's Report – Andy Hashimoto

Legislative Agenda – All bills moving along and currently in money committees. Bills already passed subject matter committees, will soon have crossover, then review by subject matter and money committees, finally conference committee. Final amount to be determined by revenues available. State revenue and economy not as robust, lot of uncertainty on amount of revenue with labor contracts unresolved, drug problem initiatives, K-12 education, Act 221 and more.

Ten bills – two Senate and two House re: base budget funding plus 6 CIP requests. Bills include: \$500,000 to be added to CTAHR base budget, \$250,000 tropical forage livestock research and outreach, \$250,000 for Center on Family, \$750,000 for Food & Nutrition health and obesity funding. CIP requests include: Komohana \$14 million, Waimanalo \$330,000 long range plan, Pearl City Urban Garden Center meeting rooms and classrooms \$2.5 million, Molokai CES offices \$1 million+, Kona CES design monies and Pope Lab upgrade. List reflects “wish list” and will depend on available resources and influence.

Extension – Barry Brennan

Annual Narrative Reports – almost all reports have been sent in, release of budget funds tied into report submission. *Excellence in Extension Awards* for County Agent Ag, Human Resources and Specialist to include \$1000 professional improvement award and plaque to be presented at April banquet. *Extension Conference 2004 slated October 20*, to be held day before start of Ag Conference. Claire Nakatsuka to assist with creation of an *Extension website*.

New project proposals are due March 15. Revised projects up to \$1500, competitive grants up to \$5000 annually for 5 years, Integrated Research and Extension projects also up to \$5000 each annually up to 5 years.

Chair's Report – Halina Zaleski

Chair's role is that of coordination, to work with the Exec Committee to refer faculty interests and concerns to respective committees. SEC members were recognized: Paul Singleton, Deborah Ward, Charlie Weems (teaching), Susan Miyasaka and Kelvin Sewake (out in the fields), and Jean Young. SEC has been utilizing polycom to meet monthly when there are no full Senate meetings. Halina was pleased that Administration has been working well with SEC &

Senate. Chair attends CTAHR leadership meetings. Nominations for search committees – get names to Kent Kobayashi by end of month.

Under New Business will be discussed matter of minimum GPA required in major.

Coordinate with Manoa Faculty Senate – appreciation expressed for Janice Uchida, instead of 6 Senators, 5 directly to be voted with 1 rep from Senate selected, vote to be held March 17 for Senate and voted in Congress in April.

Interim appointments not be permanent until search process. Reso on ACCFSC – see agenda. Uniform grade policy and GPA calculation. For instance, “T” and “N” are calculated differently into GPA. If transfer from a community college into Manoa, helpful to know GPA calculation. WASC system review – issues on articulation, subcommittees with Chancellors re: budgets system wide, gained more influential, listened to.

Manoa Faculty Senate – Janice Uchida

Proposed: each Faculty Senate to have at least one representative also belong to the Manoa Faculty Senate to aid in keeping in touch with other campuses. System wide WASC: UH system received a bad review on July 1, 2003 but UH Manoa received glowing reviews. See Manoa Faculty Senate website for reports.

WASC – does not accredit system but individual sites (Manoa, community colleges) Concern with system, economics issues, no Vice Chancellor to speak for Manoa. VP McClain use of funds from Manoa going into system. Manoa Faculty Senate having to play “cops”, see BOR agenda and due process not followed. BOR declare that until the Chancellor reorganization and budget issue are taken care of, no positions will be filled and it will be a long time before there will be someone to speak for Manoa.

BANNER: How many have had trouble utilizing system? Manoa paid for 70% of costs despite many problems with Manoa usage, seems to work better with community colleges. 5 year \$17 million contract, why does Manoa have to be responsible for payment if registration system is not working? System is not performing as expected however, it meets contract language as written. Problem with poorly written contract, trying to renegotiate contract. Problems include: unclassified grads registering from Outreach College cannot register for courses needed, prerequisites not listed, secretaries can't access needed data from Banner. A committee is surveying faculty to find out specific problems with Banner. There will be nothing to replace Banner, need to work out “bugs” and get system tailored to our needs such as formatting special conditions such as prerequisites. System has been poorly managed with no advance training before implementation. *Send list of Banner concerns and problems to mtiles@hawaii.edu.*

Research Committee – Paul Singleton, SEC Liaison

Request from committee for \$8 million – T Star, options for future, Dean will put together committee of researchers. *By April 5, volunteer or send nominations to Doug Vincent.*

Instruction – Brent Sipes, Chair

Two courses submitted to SEC: *MBBE 421 Approved and PEPS 471 Approved* (genetics course two course sequence 371 prerequisite). Motion by Brent Sipes, Second by Diane Masuo to approve courses. *Motion carried.*

Extension Committee – Claire Nakatsuka, Chair

Committee met to identify issues and concerns:

Extension positions – what is the process to fill vacancies, do counties generate the requests?

Projects – see report; Program Leader facilitate short and long term planning; Mentoring of new faculty; Skills of Extension faculty today; Concern with POW writing - we seem to be investing more time for less monies awarded. Where does Extension stand within CTAHR?

Personnel Committee – Steve Ferreira, Chair

Promotion and tenure guidelines vary by department. There should be minimum requirements that all follow. Several recommendations from prior years eg. definition of scholarship, concern recommendations made but stop at Senate level. Concern with consistency and compliance of procedures with new union contracts. Review process to make final recommendations to Faculty Senate. Question on DPC make up, guidelines eg. ensure that Department Chair does not sit and interact with DPC. Looking at current contract and see if departments in conflict, developed checklist to review. Paul Singleton suggested to run <personnel> guidelines by UHPA and have them determine if they are in compliance or not. Discrepancies noted with BOR preamble and UHPA contract.

Perhaps specific guidelines in putting together dossiers? Consider department guidelines, general, but consistent format. Recommend departments initiate formal mentoring process for new faculty.

Elections Committee – Get nominations to Kent Kobayashi for review committees.

Bioethics – Halina Zaleski reporting

Ethical Thinking and Education Conference – this weekend. Want international conference in future. “Bioethics” one client’s needs conflict with another eg. pollen drift. Recommend have process to discuss issues not content. Question on process of facilitation? Discussion forum to bring people together to discuss within College. May decide later to broaden beyond College. Forum for discussing issues raised, conflicts of interest, be aware of potential issues. Center for Tropical ?? allocated \$300,000 for fact based comment on issues. Animal Rights – Center for Animal Welfare bring animal scientists and activists together to sit and talk.

Opposing positions – co-existence, coming to common ground, involve discussions from both <many> sides. Need long term conversations. May be educational issues to help people see different sides. Depends on objectives. Ethical issues – what objectives and how to accomplish? Not try to change people’s minds but to stimulate conversation. Paul Singleton: “Role of College is to take the ‘high road’ to present objective point of view based on science.”

CAFNRM – Halina Zaleski reporting

No meeting with Hilo Senate since last meeting.

Unfinished Business

Suggest to Research Committee to catalog research based info to help different industries, eg. vegetable journal series. Make more comprehensive and easy to use, use key words to search not just by titles. Also put info into extension website, list CTAHR research.

Instruction – Charlie Kinoshita

CTAHR only one of 11 colleges and units without its own graduation requirements. Nine have cumulative within major 2.0 or better, eight have minimum requirement every course in major. Minimum cumulative GPA – 2.0. May be difficult to require of every course since some courses offered only once every two years, could create hardship for graduation. Minimum acceptable passing grade is “D-“. Will probably change.

CHOICE 1: \geq 2.0 overall – UHM standard

CHOICE 2: \geq Average 2.0 in major

CHOICE 3: \geq C or C- in each course in major (Eliminates “D” – not a passing grade)

*Applies to ALL INCOMING students starting FALL 2004.

Charlie recommends Choice #2. Choice #3 – not offer courses every year
College wide general catalog pre-requisite department issue. SEC discussion focused on Choice #2. Questions raised on “what’s broken”? Average GPA in college?
Motion made by Deborah Ward, Second by Ken Leonhardt, to approve Option #2. Then discussion continued on.

Apply incoming freshmen and transfers? If below 2.0 and below – academic probation, if grad requirement, not be permitted to graduate. Student be in “good standing” – 2.2 cumulative overall, and could still have 1.8 in major and still meet minimum 2.0 GPA. CTAHR unique, only one not to have minimum requirements.

Charlie noted in TPSS, must have minimum knowledge and demonstrate minimum level of competence. Variation by departments. Dietetics has a 3.0 minimum requirement.

Call for question, Motion carried to approve Option #2. Question raised does this apply to minors too (not just majors)? Referred to Instruction Committee, also issue of uniform grades across system.

<After this time, no more quorum in the meeting since several Senators had to leave.>
ACCFCS set up committee to look into uniform grade labeling across system. Eg. An unfinished course could be “F”, “W”, “N” – no grade not included in GPA at community college but considered as a zero at degree college. Abolish “N” grade at Leeward. Create method to be able to calculate GPA across system. Discussion on wide range of letters used to label similar grades eg. AU, CE, I, L, N are all equivalent audit grades depending on institution. See Halina for complete list of grades used across institutions. Manoa Faculty Senate committee to establish recommendations.

Meeting adjourned at 3:30 pm. NEXT CTAHR FACULTY SENATE MEETING ON
WEDNESDAY, APRIL 28, 2004 AT 1:30 PM. AT MARINE SCIENCES ROOM 114.

Respectfully Submitted,

Jean S. M. Young,
CTAHR Faculty Senate Secretary