CTAHR Faculty Senate Minutes
November 18, 2013, 2:00 PM, Agr. Sci. 219

Attendees
Tessie Amore                           Charly Kinoshita
Jon-Paul Bingham                      Paul Krushelnzky
Lorraine Brooks (via Polycom on Maui)  Luc LeBlanc
JB Friday (from Komohana via Polycom)  PingSun Leung
Carl Evensen                          Diane Masuo
Peter Garrod                          Michael Melzer
Loren Gautz                          Kim Perry (via Polycom from Lihue)
Ken Grace                           Tetsuzan Benny Ron
Daniel Jenkins                       Brent Sipes
Rajesh Jha                           Ashley Stokes
Andrea Kawabata (via Polycom from Kona)

(Koon Hui Wang and Maria Stewart could not attend due to conflicts with other events)

Meeting called to order by Ashley at 2:07 AM, with rounds of introductions (while wrestling with some issues with Polycom)

Reports
1. Corrections of minutes from September 16 meeting- Loren Gautz noted several typos including to his name, and misspelling of "enrollments"
   a. motion to accept minutes with corrections was approved

2. Reports from Associate Deans
   a. Ken Grace (Research):
     i. has been working on stronger pre-award support- has encouraged faculty and staff to weigh in on needs for pre-award support.
     ii. suggested that we get internal reviews on CTAHR publications (i.e., following model of USDA-ARS)- in this case only for publications output by CTAHR without any additional review.
     iii. Some discussion ensued on the logistics for internal review; Melzer indicated that the Research committee would work on developing a non-burdensome but valuable internal review process.
   b. Charly Kinoshita (Academic Affairs)
     i. A final draft policy to guarantee 5 years of funding for PhD students is near finalization; in the 5th year of the 5 years some kind of funding mechanism should be made available from the department/ college, on a competitive basis?
     ii. Expectation for closer tracking by departmental committees to evaluate progression toward degree, and recommend corrective action if needed.
     iii. UH has mandatory advising- adherence to this policy will improve outcomes (including retention and graduation), so importance of good quality advising should be stressed.
iv. Instruction committee has been very diligent in reviewing course proposals; you can now track status of proposals on-line.

v. Reminder that CTAHR sponsored blood drive is coming up (November 20, campus center, all day)

vi. Urged all faculty to attend CTAHR Convocation on December 12 at campus center.

c. Carl Evensen (Extension)
   i. A committee is looking into revenue generation, especially in extension
      1. Some concern has been voiced that charging for services deviates from traditional role of extension.
      2. A survey about this issue will be forthcoming
   ii. Helen Spafford and Jari Sugano have developed a new graduate course (PEPS 691) on the science of extension- important because students, staff, and faculty need to better understand role of extension, and gives opportunity for graduate level training of extension personnel.
   iii. A position has been approved related to Native Hawaiian Culture and agriculture; recommendations for additional ideas related to new positions is encouraged.

3. Final reports from senate committees (personnel, instruction, research, extension, elections).
   a. Elections committee, nothing to report.
   b. Extension (Benny Ron)
      i. Benny Ron will develop a white paper describing opportunities for professional development available to extension faculty, and recommending improvements.
   c. Instruction (JP Bingham)
      i. New course proposals have just come in- will be sent imminently to Charly Kinoshita
   d. Personnel committee (Paul Krushelnycky)
      i. Committee has been working on developing alternatives to CTAHR list-serve, to avoid cluttering e-mail (and especially to limit flood of "automatic" replies to the site). Ideally new policies/ platforms for appropriately directing / promoting CTAHR related events and announcements can be drafted.
   e. Research committee (Mike Melzer)
      i. Committee will be investigating the germplasm distribution policy for CTAHR, to include input from industry stakeholders.
      ii. Melzer also recommended that the Research committee collaborate with the Associate Dean's office and extension committee to developing policies for internal review of CTAHR publications.
   f. Report on activities of Manoa faculty senate (Mike Melzer).
      i. One part of policy gives administration wide degree of latitude, and another part would extend powers to Department Chair level
ii. Manoa faculty senate has expressed strong objections to some stipulations- while they recognize the need for some need for the policy (i.e. for infrastructure improvement projects), current language would give too much latitude

g. Report from CTAHR Senate President (Ashley Stokes).
   i. ACCFSC (All Campus Council of Faculty Senate Chairs) will have some representation on the search committee for new system President.
   ii. Ashley solicited input from all of CTAHR about qualities/ qualifications for new President
   iii. Search committees for Associate Dean positions (Research and Extension) have started to move forward.
   iv. Waiver of Hawaiian/ Second Language requirement for MBB program was passed with 96% approval by CTAHR Senate- Charly Kinoshita has passed the recommendation into the University Academic Affairs Office for approvals.

   a. There is a new policy on anti-tobacco products (including e-cigarettes)- some potential questions might include enforcement, transitional policies. CTAHR senators seemed to agree that this would be a more important issue for the Manoa faculty senate.
   b. no new business was proposed

Motion to adjourn was approved unanimously at 2:55 PM.