The meeting was called to order by Senate President Halina Zaleski at 1:35 pm. and broadcast statewide via HITS. Members in attendance introduced themselves via HITS.

**Attendance:** To be Added

Agenda and minutes were circulated via email for the previous meeting. Agenda was posted on the video screen. Agenda includes reports from Associate Deans and Committees.

Minutes: Minutes for the April 28, 2004 minutes were approved as circulated. Motion to approve by Charlie Weems, second by Paul Singleton. Minutes will be posted via the web.

**Reports:**

**Acting Associate Dean for Research – Doug Vincent**

We are ahead of the past years’ extramural grants and contracts, last year at this time, we had 26 projects totaling $5.511 million, this year for 2005, we have 74 projects totaling $8.841 million. Doug thanked faculty and students for all their efforts to secure extramural funding. Doug did note that he did not think this pace will be sustainable and last year’s record grants probably is “safe”. Congressional earmarked funds already are in for TSTAR and a couple USDA ARS Cooperative Agreements have to be committed before Sept. 30 and should be in our system shortly. There is a new Office of Research Services Form V contracts and grants form fillable on website, less complex to fill. Form still requires P.I., Dept. Chair, Fiscal Officer, Assoc Dean Director of Research signatures. Any questions contact Doug Vincent for assistance.

Oct. 1 Letters of Intent for TSTAR Due  
Nov. 1 Actual TSTAR Proposals Due

See CTAHR website - Office of Research. Second TStar Help Session on **Oct. 14 @ 1:30** Gilmore 212, encourage all to attend. **Oct. 22** Abstract Writing Workshop – the abstract is crucial for success in funding, Brian Turano will conduct: 2- 3:30 pm, Oct. 22, Gilmore 212.

New Assoc. Dean for Research, Dr. C. Y. Hu has been offered the position, has accepted, and currently awaiting BOR approval. Hopefully, Dr. Hu will begin in January 2005, Doug is doing double duty as both Special Director for Grants and Contracts and Interim Associate Dean and Associate Director for Research. Doug’s secretary Lynette Higuchi has also been doing double duty with Jackie Tani on maternity leave. Doug thanked everyone for their patience and understanding during this transition. Doug talked with Faculty Senate SEC and if anyone has any issues they want to be shared with Dr. Hu in the interim, contact Doug since he will see Dr. Hu next week. Doug will provide written version of his report notes to Jean in writing and electronically.
**Assoc. Dean for Extension - Barry Brennan**

18 proposals were submitted, 13 to be funded. Six (6) of 14 Smith Lever requests for funding will be approved, which are $25,000 for 5 years. They will be revising RFP for January. The Extension Committee on Websites is making progress. Site needs revision with input from others.

*October 20 is the date for the 2004 Extension Conference,* Jean Young is Chair. Registration forms sent to anyone with a BOR appointment. Barry commented the committee has done an excellent job. Sandwiched between the First Detector Distance Diagnostics training, and the Extension Conference, followed by the Ag Conference. This is probably Barry’s last meeting with us. Congratulations were extended to Barry on his retirement.

Pau Hana will be a highlight of the conference with good food, separate registration for Pau Hana - $15 for Mongolian BBQ – choice of meats, veggies, Bocce Ball (Italian lawn bowling) tournament by islands, workshop on flower arranging by Janice Uchida, music by Skip Bittenbender and others, also live auction with C.N. Lee and Lincoln Ching as auctioneers.

**Interim Associate Dean for Academic and Student Affairs and Strategic Plan – Charly Kinoshita**

*The Strategic Plan* effort is currently underway and began in earnest in June of this year. Janice Uchida, Walter Harada, C. N. Lee, Sylvia Yuen and Dale Uno, met with Faculty Senate and others. Since June, they have met with all six dept., all county groups including Big Isle twice, Bd. Of Advisors, students next week, and catch all meeting by early October, total of 17 groups. 12 of 16 Senators in attendance today, already met with Charly and committee and provided input. They have posted most of the meeting notes online, if one would take them as single line items, there would be fourteen pages of one line inputs from faculty and student. Lots of input and data to synthesize, reduce then to prepare a report. There are approx. 20 major themes running across various units. The goal to have a draft plan by the end of year has been moved up since they have been asked to do presentations at the Extension Conference and to Faculty Senate in November.

*Academic matters* – sent out calls for proposals for new courses – due date was yesterday for graduate courses. Instruction Committee undergrad course proposals next month. Deadlines set to coincide with university and CTAHR Senate deadlines. Under discussion what Senate might want to consider for future deadlines.

Charly was commended for keeping his report under 5 minutes!! Doug was 7 minutes – good job for his first time, and actually should have had 10 minutes for wearing two hats.
Chair’s Report – Halina Zaleski

Main issue dealt with Land Grant Mission Report saving for the end of her report. SEC met with the Strategic Planning Committee Chair, Charly Kinoshita in June and provided input on the plan process. We have been impressed with the amount of input provided. Halina has also been involved in monitoring the hiring process for new Associate Dean for Academic & Student Affairs, a committee is being formed for the Extension Associate Dean position, and the Oahu County Administrator selection committee is currently reviewing dossiers.

Halina sent out recognition of service letters to last year’s Senators, something we hopefully will do every year to recognize the effort involved in serving on the Senate, and which can count for service credits for promotion, tenure, and other recognition.

A committee to review the Senate Charter was set up with – Glen Teves, Donna Ching, Brent Sipes, Steve Ferreira (SEC Liaison). Committee has two charges: 1) To look at whether we can legally have a meeting by HITS and voting by email, what happens when there is a call for a secret ballot and voting by email, what happens when there is a call for a secret ballot and 2) The Manoa Senate changed their charter instead of all college reps being directly elected, there is an option to have one of the reps be selected by our Senate with the remaining Manoa Senate reps to be elected directly by members. Proposed changes to the Charter is to be presented at the Nov. 30 meeting, debated at the Feb. meeting, and a mail vote requiring 50% response rate from CTAHR faculty with 2/3 of those voting in favor for any change to pass.

All <Senators> have been assigned to committees. Haven’t heard too much grumbling. Constraints <in assignments> cannot have half of the Senate on the Extension Committee, all islands needed representation on Extension Committee, etc.

Land grant mission review document available on website and on the back of today’s agenda. To accommodate the Land Grant Mission Review Committee meeting over the summer, SEC passed this document at its June 22 meeting. Committee includes: Hilo – Vice Chancellor Academic Affairs Chris Liu, Dean Jack Fujii, Faculty Senate Chair Bruce Matthews, Manoa - Academic Affairs Vice Chancellor Neal Samestrek, Dean Andrew Hashimoto, Halina Zaleski, System - James Nishimoto, Kauai – Chancellor Peggy Char, Maui - Chancellor Clyde Sakamoto, Community - David Cole (Maui) and Monty Richards (Big Isle), met over the summer. Two issues: whether people from other campuses can apply for formula funds as a PI. In the past, they could apply as a Co-PI, if can come up with competitive proposals. Hilo Senate felt that it was very important this be voluntary, and where regulations require a campus to provide a match, assign appropriate time to match federal funding. Eg. If Hilo had a 11 mo. Appointment time, the summer appt. period could be the match. This issue was fairly non-controversial and accepted.

What does it mean for extension to be a system level? Andy’s “reading” is the system’s responsibilities reside in the BOR and the BOR has the choice to delegate to whatever unit(s) it so desires. BOR can designate all to CTAHR or arrange another process for
participation from other campuses. Hilo wants a Vice President for Agriculture which is contrary to the current model proposed under Interim President David McClain which seeks to get rid of the systems level and push more authority back to campuses. Instead of a VP Research at system level, prefer a Vice Chancellor for research at Manoa, with a portion of their time be responsible for system wide research. Seems to make more sense for Extension. Dean Hashimoto wears three hats, system side of responsibility, Chancellor report to system level. Hilo wants VP for Ag at the system level. Advisory Committee would help be advisory to Dean in coordinating system wide effort.

Draft report currently being worked on right now. Argument continues on process and content so maybe the report can be presented at the next Senate meeting. Question on land grant review? Still at a draft stage.

June 22 SEC document – where does it fit in current thinking? Have we narrowed down models? Model #1 would allow all UH faculty in the land grant be able to compete for funds as CTAHR faculty do now, with the addition of an Advisory Committee and reporting to system level. Hilo faculty felt their mission was different from CTAHR, Hilo did not want to be tied into what CTAHR doing, although thought some could contribute and want the opportunity to compete for funds.

Doug Vincent noted that a first draft report <from the Land Grant Mission Review Committee> was circulated via Dean Hashimoto to CTAHR Administration only. Hashimoto met with Vice Chancellor Chris Liu and the committee is collecting other responses. Another reiteration of the report will probably be made. The current report is less than flattering to CTAHR and “disingenuous” to CTAHR’s mission. A report must be in fairly soon. Not clear whether it is an open document. At this point, unknown what the process is. Andy already submitted strongly worded comments on the above document. Halina will also be submitting a strong response. The current document is not what we had hoped for CTAHR.

What is the process for faculty review of the document? Process is under argument, the draft document once agreed upon is supposed to come to all faculty senates for consultation and comments before finalization and being sent to the BOR. CTAHR must be firm since our Faculty Senate already passed a motion previously that any document must come before CTAHR Senate for review. The All Campus Council Faculty Senate Chairs will not be the ones to review the document without individual Senate consultations. They will not let individual Senates be bypassed in the review process.

What has the review committee been thinking of? Halina responded: Put Experiment Stations under the nearest community college on each island, create a Vice President for Extension at the system level. The issue of transferring Experiment Stations to community colleges is “dead”, whether County Administrators would hold joint appointment with the cc was still not decided.

Charlie Weems made a motion, “I move that we incorporate into the document the land grant status position as proposed by CTAHR SEC.” Paul S. seconded. Halina
noted that his SEC document was discussed with Hilo Senators who felt they could support concepts in the document, preferring model #1 of four models listed, however, it was felt administrators may not necessarily be in agreement.

The CTAHR SEC document is posted on the Senate website, passed by SEC in June 2004. The Hilo Faculty Senate wants any application for grants to be a voluntary opportunity and be an appendix to the draft Land Grant document. We also want our CTAHR statement to be an appendix to the document. Halina would like the full CTAHR Senate approval before we do that. Copy of the proposed document is posted on our Senate website. Copy was read to the group.

Charlie Weems called for the question to vote accepting the document and ending debate. This motion was defeated and the debate continued. Charlie had to leave to teach class. Previous Senate positions were twofold – CTAHR Senate Chair be on the review group (Dobelle appointed Halina) and any document be brought to the Senate for consultation before going to BOR.

Who brought up this land grant issue? UH Hilo – March 2004, Interim Regent Ted Hong proposed moving 35% of CTAHR funding to UH Hilo. The BOR asked for a land grant mission review report in time for its Oct. 22 Hilo meeting. Andy submitted a draft paper more than a year ago to form an Advisory Council. This Senate was hesitant, they could see turmoil at the system and chancellor levels and Manoa did not have effective leadership at that time. An Attorney General opinion in 1987 stated that the land grant mission applied to the whole system, and the BOR has the authority to decide how the land grant mission is carried out in practice.

Concern expressed with getting CTAHR input in quickly to the review committee. Suggested to include statistics to help the committee to make decisions, eg. number of faculty in each site, if have 10 faculty does it need 35% of funding?

SEC recommendation on which model to promote? Halina responded Model #1 or #2 might be able to live with. Model #3 and #4 added in case Hilo insisted it be the same mission as CTAHR. Hilo did back off and was emphasizing how they are more instruction based.

Motion on the floor to vote on the document as a whole, then discussion could follow on which model has agreement. Virginia E. Smith called for the question. Motion passed to call for the question and end debate.

Motion failed on Charlie Weem’s motion to accept the SEC statements on land grant mission.

The Chair was willing to entertain a different motion. Sylvia Yuen felt a very strong statement on CTAHR’s behalf and what it is doing is needed to be added into the document. Concern expressed by the Chair that we lacked the time to get agreement on only one model. Paul Singleton noted that if we had too much specificity, we locked in
Halina who represented us on the review committee. The Chair reminded the group that we must end at 3:30 pm and it’s now 3 pm, so if someone wants to come up with a different motion, think about it and we would move through the rest of the agenda. If time is needed to come back to the issue, we can call for a special meeting or use email. Concern by the Chair that we will losing quorum at this meeting.

**Motion to table the <land grant> issue for now** proposed by Paul Singleton, Alton Arakaki seconded.  
*Motion carried.*

**Manoa Faculty Senate Report – No report.**

**Instruction Committee – Charlie Weems, Liaison**
Committee still has not selected the new Chair. Committee will be busy with lots of new courses to consider.

**Research Committee – Dulal Borthakur, Liaison**
The Committee met and selected Ali Fares as the new Chair.

**Extension Committee – Paul Singleton, Liaison**
Claire Nakatsuka convened the group today. Richard Ebesu was selected as the new Chair. They reviewed the continued improvement of the Extension website which should be completed by the end of this year.

**Personnel Committee – Debbie Ward, Liaison**
Mark Wright was elected Chair by electronic election.

**Elections Committee – Steve Ferreira, Liaison**
No Chair at the moment. The Charter Review election will be run by this committee.

**Ad Hoc Committee on Bioethics – Halina Zaleski Reported**
Dian Dooley is Chair. The committee will facilitate discussions on potential issues such as: non-intended impact of CTAHR activities on pollen and pesticide drift. *The committee is not designed to solve problems but to provide a forum to discuss issues.* Eight persons attended the Iowa workshop on human subjects over a period of ten years and were the original impetus for this committee.

**Charter Review Committee – report was presented as part of Chair’s Report.**

**NEW BUSINESS**

Any issues that feel should be brought before any committee?

It was suggested that a group be put together to update the draft SEC document with data, and a strong statement from the faculty as advocates for CTAHR.
MOTION Carried: A subcommittee be formed to re-draft the SEC Land Grant Mission statement by September 23. Motion by Lynn Nakamura-Tengan, Seconded by Skip Bittenbender. Committee was appointed to consist of Doug Vincent (ex-officio), Skip Bittenbender, Sylvia Yuen, Harry Ako, Hector Valenzuela, and Halina Zaleski. The Committee was going to meet immediately after the Senate meeting to talk about key points. The Senate commended Halina Zaleski for her good work on originally drafting the SEC document.

NEXT MEETING DATE WILL BE NOVEMBER 30 VIA HITS.

OTHER ISSUES:

Dian Dooley welcomes any issues or comments for the Bioethics Committee. Will try to call a meeting in the next week or two.

November 30 Faculty Senate meeting will be after the deadline for course approval. Also a potential for need to make strong statement on land grant issue. A Special Senate meeting on Thursday, October 14 via HITS is tentatively planned (as needed).

Lynn Nakamura-Tengan moved and Sylvia Yuen seconded to adjourn the meeting.

Respectfully Submitted,

Jean S. M. Young, Secretary
CTAHR Faculty Senate