Meeting Minutes
November 9, 2010

Attendance: Ken Morris (Chair), Jerry Calton, Scott Saft, Bryan Kim, Tony Wright, Michael Shintaku, Don Price, Cathy Zenz, Kenny Simmons, Charles Langlas, Natalie Beam, Mahealani Jones, Yoshiko Fukushima, and Aaron Jacobs.

Meeting brought to order at 11:00am

1. Approval of minutes for Oct. 26, 2010

2. Discussion of Program Review - Ph.D in Pharmaceutical Sciences
   a. Concerns about the additional workload were addressed by Tony Wright pointing out that additional hires are already in progress as part of the CoP staffing plan; will take up shift in teaching load.
   b. Chuck: Research proposals referring to Native Hawaiian activities would get reviewed at the system level if there is no addressing of traditional Hawaiian topics to be addressed as needed. The Ph.D. is planning to use the existing CoP UHH-community committee on Native Hawaiian culture and plants.
   c. Cathy: Academic policy local to program but superseded by UHH, there appears to be no conflict.
   d. Kenny: Proposal does not exclude UHH Bachelors – some impact on UG degree but minimal
      i. Don: A proposed program is not responsible for unanticipated resources but should acknowledge that the issue was addressed
      ii. Kenny: Include statement that supports program with, caveat that administration (like PT caveat) to seek support for campus wide resources for UG support.
      iii. Don: use Aaron’s analysis as a model for assessment of new programs. Include in planning policy the document in progress
   e. Move to vote Kenny, 2nd Bryan
      i. Motion to approve Ph.D. program in Pharmaceutical Sciences with one minor language change to read “minimal impact on under graduate resources is anticipated” and with caveat in the recommendation memo to consider UG impact.
         1. Yes: 7; No: 0; Abstention: 1 (CoP representative)

3. Discussion of Course Committee
   a. Mike: course committee needs help to review curriculum central submissions
      i. Volunteers for course committee: Cathy and Yoshiko

Meeting adjourned at 12pm.

Next Meeting: Tuesday, November 16, 2010 at 11am-1pm.