

## **Committee Meeting Minutes**

**MEETING DATE**           September 20th, 2023  
**MEETING TIME**         9:00 AM - 10:00 PM  
**LOCATION**                 Online via Zoom

### **Attendance**

#### **Members**

<b>Name</b>	<b>Role</b>	<b>Attendance</b>
Sayed Bateni	Chair	Present
Rachel Lentz	Vice-Chair	Present
Jason Kenji Higa	Secretary	Present
Duncan Farrah	Member	Present
Christoph Rettenmeier	Member	Present
Lang Wu	Member	Present
Edo Biagioni	SEC Liaison	Present

#### **Guests**

<b>Name</b>	<b>Role</b>	<b>Time</b>
Chad Walton	OVPRS	Present

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	1.	The meeting was called to order by Chair Bateni at 9:03 AM.
Review of Minutes	1. The current COR members reviewed the August 25, 2023 COR minutes.	1. SB made a motion to approve, RL seconded. Minutes approved unanimously.
Chair's Report	1.	1.
Action Items	1.	1.
Guest(s)	<ol style="list-style-type: none"> <li>1. Chad Walton (Assistant Vice Provost for Research and Scholarship).</li> <li>2. Q: How will space allocation policy affect JABSOM?               <ol style="list-style-type: none"> <li>a. A: JABSOM self-funded and has their own system, not affected by the policy.</li> <li>b. Metrics based on peer and benchmark institutions and how they allocate space</li> </ol> </li> <li>3. Q: How space been reallocated with very little notice, is there a timeline and appeal process?               <ol style="list-style-type: none"> <li>a. A: There is an appeal process in the new guidelines</li> </ol> </li> <li>4. Q: What time scales are being given for reviews and notification of changes in reallocations?               <ol style="list-style-type: none"> <li>a. A: Aiming to give feedback within a month. Requests go through Dean, then Dept. Chair.</li> </ol> </li> <li>5. Q: Will the policy consider core facilities and other research facilities with non-grant funding or income (e.g., providing and charging for services to outside groups)?               <ol style="list-style-type: none"> <li>a. A: Will consider services with awards being provided</li> </ol> </li> <li>6. Q: What about grants with shared PIs?               <ol style="list-style-type: none"> <li>a. A: Preliminary language already considers grants with multiple PIs</li> </ol> </li> <li>7. Closing statements by C. Walton: Wants policy used to process request, should not be used to police lab space, C. Walton wants to make the process more transparent and advocate for research</li> <li>8. Q: Can updates be sent to campus members re: space policy and changes.               <ol style="list-style-type: none"> <li>a. A: C.W. to bring back updates to COR</li> </ol> </li> </ol>	1. AVPRS Chad Walton gave a presentation on UHM Design Guidelines and Research Space Allocation Guidelines. A question and answer session was held after
Committee Reports	1.	1.

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<b>Unfinished Business</b>	<ol style="list-style-type: none"><li>1. April 2023 minutes</li><li>2. SR201 and current version comparison to feedback provided by MFS and SEC regarding the policy.</li><li>3. Workload Equivalency Framework, Draft 9-10-23<ul style="list-style-type: none"><li>-Discussion regarding what constitutes non-teaching WCH &amp; who determines equivalencies.</li><li>-Current language is inconsistent in saying who determines hours.</li><li>-Concerns about how draft will affect specialists.</li></ul></li></ol>	<ol style="list-style-type: none"><li>1. Previous report found by RL &amp; previous chair Coats - file was moved to the correct folder</li><li>2. Discussion held, no motion made.</li><li>3. Discussion held, no motion made.</li></ol>
<b>New Business</b>	<ol style="list-style-type: none"><li>1.</li></ol>	<ol style="list-style-type: none"><li>1.</li></ol>
<b>Adjournment</b>	The next meeting of the Committee on Research will be on October 4, 2023.	SB made a motion to adjourn, DF seconded. The committee ended the meeting by acclamation. Meeting adjourned at 9:59 a.m.

Respectfully submitted by Jason Kenji Higa, Secretary

Approved unanimously on October 4, 2023.

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