MEMORANDUM

TO: Patricia Y. Lee
Chairperson, Board of Regents

VIA: Evan S. Dobelle
President, University of Hawai’i

VIA: James R. Sloane
Vice President for Administration and Chief Financial Officer

FROM: Peter Englert
Chancellor

SUBJECT: PROPOSAL: UNIVERSITY OF HAWAI’I LAND-GRANT COUNCIL

SPECIFIC ACTION REQUESTED:

Create a cross campus Agricultural Research and Extension Council and, for administrative purposes, reflect the Council under the College of Tropical Agriculture and Human Resources.

RECOMMENDED EFFECTIVE DATE:

Upon Board approval.

PURPOSE:

This proposal will insure consistency with the Attorney General’s opinion, and, more importantly, create better integrated and coordinated agricultural research and outreach throughout the state.
BACKGROUND:

A letter of opinion from Russell A. Suzuki, Deputy Attorney General for the State of Hawai‘i, dated July 31, 1987 states "we believe that our Hawai‘i State Legislature has designated the University of Hawai‘i, which includes not only the University of Hawai‘i at Mānoa but also the University of Hawai‘i at Hilo, as the land-grant institution." This opinion designates, in effect, the University of Hawai‘i system as the responsible entity for the land-grant mission as mandated by federal legislation. In order to organizationally reflect this opinion, I propose that the functions of the Agricultural Experiment Station and Cooperative Extension Service be system-wide responsibilities and described as such in the functional statements for the College of Tropical Agriculture and Human Resources, Office of the Dean and Office of the Associate Deans. Further, I propose that a system-wide Agricultural Research and Extension Council be formed to provide input for the coordination of the land-grant missions of the system. This Council would include the Chancellors of UH-Mānoa, UH-Hilo, and the Community Colleges or their designees, the Dean of the College of Tropical Agriculture and Human Resources of UH-Mānoa, the Dean of the College of Agriculture, Forestry and Natural Resource Management of UH-Hilo, and the Director of the Agricultural Experiment Station and Cooperative Extension Service. The Director of the Agricultural Experiment Station and Cooperative Extension Service will be responsible for the management and implementation of the land-grant missions of the system and chair the Agricultural Research and Extension Council.

Besides creating an organizational structure that is consistent with the Attorney General’s opinion, I feel that the state will benefit from this proposal by having more integrated and coordinated agricultural research and outreach programs across the state. This proposal is very much in line with the strategic plans of the University of Hawai‘i system, as it will "promote cooperation and coordination across disciplines and among campuses" as well as "provide administrative leadership, support, and infrastructure to facilitate research and training across the system.” I ask that you seriously consider this proposal.

A preliminary draft of this proposal was sent to the Chancellors of the ten campuses comprising the University of Hawai‘i system in May 2003 for review and comment. The Chancellors were also asked to circulate the proposal to their respective faculty senates for review and comment. Feedback from this process was incorporated into this request.
ACTION RECOMMENDED:

The Board of Regents directs the administration to:

(1) Establish the Agricultural Experiment Station and Cooperative Extension Service as a UH system-wide entity aligned with the UH Mānoa, UH Hilo, and Community College campuses.

(2) Create a University of Hawai'i Agricultural Research and Extension Council consisting of the UH Mānoa, UH Hilo, and Community College Chancellors or their designees, the Dean of the UH Mānoa College of Tropical Agriculture and Human Resources, the Dean of the UH Hilo College of Agriculture, Forestry and Natural Resource Management, and the Director of the Agricultural Experiment Station and Cooperative Extension Service.

(3) Designate the Director of the Agricultural Experiment Station and Cooperative Extension Service as chair of the University of Hawai'i Agricultural Research and Extension Council.

The Director of the Agricultural Experiment Station and Cooperative Extension Service will be responsible for the management and execution of the agricultural research and outreach missions of the state. The director will be accountable to the Agricultural Research and Extension Council for statewide program coordination, and will have a management reporting line to the campus where he/she holds tenure and office.

c: Executive Administrator/Secretary David Iha
Plan and direct the programs of the College of Tropical Agriculture and Human Resources (CTAHR) as the Dean of the CTAHR with Manoa Campus responsibilities. The Dean's office must provide leadership and policy guidance necessary to the effective accomplishment of CTAHR's mission and goals. The Dean of CTAHR also serves as the Director of the Agricultural Experiment Station and the Cooperative Extension Service.

Provide executive leadership in the areas of planning, program development, policy formulation, budgetary priorities and program direction.

Represent the University and the College in its external relationships, particularly with regional and federal agencies, the Governor's Office, the State Department of Agriculture, appropriate committees of the State Legislature and Congress, groups representing industry and the College's varied clientele, and other American and foreign universities and officials.

Serve on the University of Hawai'i Agricultural Research and Extension Council.

Approve internal policies applicable to the College and its constituent units or recommends policies for higher administrative approval as appropriate.

Provide administrative direction and coordination for implementation of the instruction function of the College as a program serving State, regional, national and international needs in agriculture, natural and human resources.

Approve or recommend appointments to positions in the College.

Provide for evaluation of programs and services to maximize their effectiveness and to meet accountability requirements in accordance with federal, State and University regulations.
STATE OF HAWAII
UNIVERSITY OF HAWAII
AGRICULTURAL EXPERIMENT STATION AND COOPERATIVE EXTENSION SERVICE
OFFICE OF THE DIRECTOR
FUNCTIONAL STATEMENT

Plan and direct the programs of the Agricultural Experiment Station and the Cooperative Extension Service as the Director of Research and Cooperative Extension with systemwide responsibilities. The Director's office must provide leadership and policy guidance necessary to the effective accomplishment of missions and goals. The Director of the Agricultural Experiment Station and Cooperative Extension Service also serves as the Dean of CTAHR.

Serve as chair of the University of Hawaii Agricultural Research and Extension Council and along with the Dean of CTAHR, is responsible for the management and execution of the land-grant mission of the University.

Provide executive leadership in the areas of planning, program development, policy formulation, budgetary priorities and program direction.

Represent the University and the College in its external relationships, particularly with regional and federal agencies, the Governor's Office, the State Department of Agriculture, appropriate committees of the State Legislature and Congress, groups representing industry and the College's varied clientele, and other American and foreign universities and officials.

Approve internal policies applicable to the College and its constituent units or recommends policies for higher administrative approval as appropriate.

Provide administrative direction and coordination for implementation of the research and development and extension functions of this unit as integrated programs serving State, regional, national, and international needs in agriculture, natural and human resources.

Approve or recommend appointments to positions in the College.

Provide for evaluation of programs and services to maximize their effectiveness and to meet accountability requirements in accordance with federal, State and University regulations.