




UNIVERSITY  
of HAWAII<sup>®</sup>  
MĀNOA

November 24, 2008

**MEMORANDUM**

TO: Andy Hashimoto, Dean and Director  
College of Tropical Agriculture and Human Resources

FROM: Peter Quigley  
Interim Vice Chancellor  
for Academic Affairs 

SUBJECT: Program Review One-Year Progress Report

Thank you for participating in the Program Review Exit Interview for the College of Tropical Agriculture and Human Resources.

As noted in the meeting, we share many of the reviewer's concerns regarding appropriate balance among the functions of instruction, research, and extension; sustaining the current number of academic programs and courses with existing resources; strategic hiring over the next few years with the anticipated exodus of senior faculty; the need for increased interdisciplinarity in the curriculum; perception that the evaluation criteria of extension agents (faculty category "A" per BOR policy) are not well understood across campus; and the critical need for additional and improved facilities especially for the human sciences. Therefore, I ask that you address the results of the following actions in your program review update.

- Develop a long term staffing plan to assure that the appropriate faculty composition is in place especially in view of the anticipated retirement of senior faculty in the near future.
- Provide opportunities to help faculty develop and implement a program of assessment and appropriate learning outcomes across the College using data to make proactive programmatic and curricular improvements addressing impact on planning and budgeting.
- Improve use of technological innovations for a more contemporary web presence for recruitment and community engagement, for instructional programs, and for improvement of extension delivery across the state.
- Take steps to improve student concerns related to frequency of course offerings and better coordination across departments and colleges.
- Address concerns related to implementation and evaluation of mandatory advising and the impact of advising on faculty workload given the heavy instruction, research, and extension requirements of limited faculty resources.

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Please submit an update on your progress in addressing these recommendations by **November 23, 2009**. Should you have any questions regarding the report, please contact Wendy Pearson, Program Officer, at 956-6145 or Bee Kooker, Interim Associate VCAA, at 956-7486. We look forward to receiving your report and learning of your continuing efforts to strengthen the programs within the College of Tropical Agriculture and Human Resources.

c: Interim Associate Vice Chancellor Kooker  
Dean Garrod  
Assistant Dean Tokuno  
Program Officer Pearson