



**AGENDA**

Executive Committee Meeting #1  
Wednesday, May 24, 2017 6:00 PM  
Campus Center Room 310

**I. OPENING**

- A. Call to Order**
- B. Roll Call**
- C. Reading and Approval of Minutes**
  - 1. Executive Committee Meeting Minutes #22, 104<sup>th</sup> Senate
- D. Official Correspondence**

**II. REPORTS**

- A. Executive**
  - 1. President**
    - a. Welcome!
    - b. Summer Leave Requests
    - c. Chairperson and Vice Chairperson Meetings
    - d. Leadership Kick-Off
    - e. 105<sup>th</sup> Senate Google Drive Folder
    - f. Firm Legislation & Agenda Items Deadline: Fridays, 5 pm
    - g. General Senate Meeting: May 31, 2017 (6 pm, CC 310)
  - 2. Vice President**
  - 3. Treasurer**
  - 4. Secretary**
- B. Administrative**
- C. Judicial Branch**
- D. Standing Committees**
  - 1. Campus Life
  - 2. Elections
  - 3. External Affairs
  - 4. Finance
  - 5. Internal Affairs

6. Investments and Long Range Planning
7. Student Affairs
8. Undergraduate Academic Affairs

**E. Other Committees**

**III. SPECIAL ORDERS**

**IV. UNFINISHED BUSINESS AND GENERAL ORDERS**

**V. NEW BUSINESS**

- A. For Information: Board of Regents (BOR) Meetings – May

**VI. OPEN FORUM**

**VII. ADJOURNMENT**

**The next Executive meeting will be held on June 7, 2017 at 6:00 pm in Campus Center Room 310.**



Jannah Lyn Dela Cruz  
President, 105<sup>th</sup> Senate  
Associated Students of the University of Hawai‘i

THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF HAWAII  
2465 Campus Road, Campus Center Room 211A  
Honolulu, Hawai'i 96822

Executive Senate Meeting #22 of the 104<sup>th</sup> Senate  
Wednesday, April 26, 2017

**OPENING**

**Call to Order**

Vice President Dela Cruz called the meeting to order at 6:01PM in CC 310.

**Roll Call**

Present: Vice President Dela Cruz, Secretary Nishihara,  
Senators-at-Large Enriquez, Urasaki, Willis, Senators  
Honda, Ishii, Lao, Wang [9]

Excused Absent: Senators Finau, Utashiro [2]

Unexcused Absent: [0]

Excused Late: Interim Treasurer Chen [1]

Unexcused Late: [0]

Excused Early Departure: [0]

Unexcused Early Departure: [0]

On Leave: President Kamoshida [1]

Advisor: [0]

Guests: Kevin Harrison [1]

**Reading and Approval of Minutes**

**a. EMM#21 - April 12, 2017**

*Secretary Nishihara* Move to accept the reading and approval of minutes for EMM#21.  
*Senator Lao* Second.

*Secretary Nishihara* Move to correct all grammatical, typographical, formatting, and Hawaiian diacritical  
mark errors.  
*Senator Lao* Second.  
Motion carries.  
  
Motion carries.

**Official Correspondence**

**THESE MINUTES HAVE NOT YET BEEN ADOPTED**

## **REPORTS**

### **Executive**

#### **President**

*VP Dela Cruz*

President Kamoshida is not here, but she will coming back on May 1, so she will be leading the next general senate meeting. If you have any pieces of legislation, please let President Kamoshida know.

#### **Vice President**

- a. Mānoa Awards Ceremony - Monday, May 1 @ Orvis Auditorium

*VP Dela Cruz*

ASUH Executive members have been invited to this. If you are interested in attending, please let me know.

- b. End-of-the-Year Officer & Committee Reports/Timelines

*VP Dela Cruz*

All officers and chairs, please submit a report/summary on how you served your term to help with the transitioning to the next senate. I haven't determined a deadline, yet.

- c. End-of-the-Year Meetings

*VP Dela Cruz*

President Kamoshida and I may be scheduling an End-of-the-Year meeting to talk about your term, and we would also review the report at this meeting.

- d. Final Acts of Kindness

*VP Dela Cruz*

I sent out a final email reminder regarding the words of affirmation. Please write words of affirmation for each of your committee members. This would be a nice way to send them off.

#### **Treasurer**

*Interim Treasurer Chen*

No report.

#### **Secretary**

*Secretary Nishihara*

Please double check that all of your codified minutes are uploaded onto Kaulike, and if you are unable to go to the office to upload your minutes, then please email them to me.

### **Administrative**

#### **Judicial Branch**

#### **Standing Committees**

#### **Campus Life**

*VP Dela Cruz*

Sinclair Study Nights is coming up, so please sign up!

#### **Elections**

*Chairperson Wang*

This year, I've been trying to be strict with the deadlines. However, our 105th senate is half filled. There is one candidate right now who has not submitted their paperwork and has not responded to my emails.

*Interim Treasurer Chen*

I believe that they should be held responsible for meeting the deadlines.

*Senator Honda*

*Chairperson Wang*

Do you have any ideas on how we should encourage more people to run for ASUH? I don't think this is something that can be fixed immediately. I think it is a slow process, where ASUH will have to make its voice more heard so people will want to run, so everyone in the 104th and 105th senate could talk to colleagues within their colleges.

*SAL Willis*

I think there are a lot of different options. I think we do RIO presentations, table, and spread the word about open senate positions before the voting period.

*SAL Enriquez*

It is already under the jurisdiction of the Elections Committee to do so. I feel that this is redundant.

**THESE MINUTES HAVE NOT YET BEEN ADOPTED**



**External Affairs**

*Chairperson Enriquez* We will be having our final meeting tomorrow at 6:00 pm. Unfortunately, our revision for HB 100 was not passed. Thank you for your support, and we look forward to whatever we can advocate on next senate.

**Finance**

*Chairperson Honda* No report.

**Internal Affairs**

*Chairperson Lao* Academic Grievance Committee and Student Conduct Appellate Board are looking for delegates for next year. We also need a delegate for the College of Education search advisory committee for their next dean.

**Investments and Long Range Planning**

*Chairperson Willis* I've created a google doc for us to write down long range planning ideas. I've also been getting points of contact for future endeavors.

**Student Affairs**

*Chairperson Ishii* I am working with Advisor White to finalize the UPass amendment.

**Undergraduate Academic Affairs**

*Chairperson Urasaki* No report.

**SPECIAL ORDERS**

**NEW BUSINESS**

a. Award for Service Appeal (December and January) - Nanea Lo  
*Nanea Lo* I'm appealing my stipend for December 2016 and January 2017. Record show that I had low attendance for the months of December 2016 and January 2017. Attached are the attendance logs. During those months I, however, was not present for the meetings, but I do take my position as senator with the utmost respect and responsibility. Every month, I issue a newsletter for my constituents and engage with them on issues and concerns. Currently, Hawai'inuiākea is undergoing a dean search, which I have the pleasure and honor of being on the selection committee to represent the undergraduate population. I meet with Vice Chancellor Bruno in December as well as attended an all staff meeting with the staff and professors of Hawai'inuiākea. I requested a separate meeting to meet before the all staff meeting with Vice Chancellor Bruno so that I would be informed on the process of selection so that I could help keep the students interests in mind on 12/6/16 and 12/9/16. I've also been issuing out monthly newsletters to all my constituents of all the different events and issues happening in our school of HSHK and at UHM. I also met with the newly elected Interim Dean of HSHK Dr. Jonathan K Osorio to maintain communication and connection with him. Attached are screenshots of some of the emails and a screenshot of January 2017 Newsletter I released to my constituents. I am very deserving of my stipends. I take time, effort, and care about my constituents and the transparency I have with them as well as the issues that take place in general senate Every newsletter I send out, I make sure to attach a link to our website as well as a link for the minutes and small summaries on what ASUH is and what we do in ASUH. I hope you all take into consideration my appeal and my efforts that I have contributed to this senate as well as to my school that I present HSHK and UHM and that I am deserving of being awarded stipends for the months of December 2016 and January 2017. Thank you.  
*SAL Enriquez* This goes to show how dismal our system is, so I suggest we take a look at what more we can do for other senators.

**THESE MINUTES HAVE NOT YET BEEN ADOPTED**

*Senator Honda* It pains me when a hard-working, deserving senator has to appeal their stipend and is at risk of losing their stipend when they are probably doing more than a lot of the other senators. Nanea has contributed a lot to the Finance committee.

*Interim Treasurer Chen* I noticed that you have some unexcused absences. Did you forget to tell Scott?

*Senator Lo* In December, I think I wasn't sure where and when the meeting was. After January, I'm not sure what happened because it seems unlike me.

*VP Dela Cruz* What committees are you a part of?

*Senator Lo* Internal Affairs and Finance.

*VP Dela Cruz* Chair Lao and Chair Honda, did you have any meetings in December and January?

*Interim Treasurer Chen* In December, neither of the committees had meetings. In January, Finance had a meeting.

*Interim Treasurer Chen* Move to approve the award for service appeal for Senator Lo.

*Senator Lao* Second.

**ROLL CALL VOTE FOR SENATOR LO'S AWARD FOR SERVICE APPEAL**

**Aye(s):** Interim Treasurer Chen, Secretary Nishihara, Senators-at-Large Urasaki, Willis, Senators Honda, Ishii, Lao [7]

**Naye(s):** [0]

**Abstain(s):** [0]

*Motion carries.*

b. Award for Service Appeal (January and February) - Nicholas Ishii

*Nicholas Ishii* I am appealing my award for service for my late attendance logs. The reason for this is I was having a lot of meetings with my committee for the UPass, and a lot of these meetings were unofficial meetings. Due to this, I got confused in terms of which meetings I needed to take attendance for and which meetings I didn't need to take attendance for. Also, my attendance logs were submitted not long after the meeting took place. I have submitted my rate sheets on time for both months and my attendance for both months meets the requirements.

*SAL Enriquez* Due to the erratic nature of how the Student Affairs committee meetings took place, I think there should be some leniency.

*Secretary Nishihara* I agree that it is difficult to keep track of attendance for each meeting, because we are supposed to only record the attendance for official meetings. However, unofficial meetings are sometimes necessary and cannot be avoided because matters related to the committee still need to be discussed, and you can't do anything about people forgetting or being unable to attend meetings, which would cause a meeting to be unofficial.

*Interim Treasurer Chen* I agree with SAL Enriquez and Secretary Nishihara. I understand that Chair Ishii has done a lot for the Student Affairs committee. In addition to that, he's never had any problems with submitting these any other time.

*Senator Lao* Move to accept the stipend appeal for Senator Ishii, pending attendance and ratings meet the requirements.

*SAL Enriquez* Second.

**ROLL CALL VOTE FOR SENATOR ISHII'S AWARD FOR SERVICE APPEAL**

**Aye(s):** Interim Treasurer Chen, Secretary Nishihara, Senators-at-Large Enriquez, Urasaki, Willis, Senators Honda, Lao, Wang [8]

**Naye(s):** [0]

**Abstain(s):** Senator Ishii [1]

*Motion carries.*

c. Concluding the Year & Mahalo

*VP Dela Cruz* Thank you all for working so hard this year. I know that there has been a lot of events that happened this year. I look forward to seeing you all at the last general senate meeting and the crossover banquet.

**THESE MINUTES HAVE NOT YET BEEN ADOPTED**

**UNFINISHED BUSINESS**

**OPEN FORUM**

*Senator Honda*

I am really excited for next year, and some of my constituents are already reaching out to me with some ideas.

**CLOSING**

**Adjournment**

*SAL Willis*

*Interim Treasurer Chen*

Motion to Adjourn

Second.

Meeting was adjourned at 6:29 PM.

Respectfully Submitted,



Scott Nishihara  
Secretary, 104<sup>th</sup> Senate

## **ASUH 105th Senate Request for Leave Dates - Summer 2017**

Before the 105<sup>th</sup> ASUH General Senate  
Wednesday, May 3, 2017

### **Leave Dates:**

<b>Maggie Hinshaw</b>	May 3 – July 9
<b>Micah Leval</b>	May 13 – July 5
<b>Danny Willis</b>	May 15 – June 1
<b>Jessica Chen</b>	May 19 – August 7
<b>Narumi Utashiro</b>	May 24 – June 15
<b>Starshine Chun</b>	June 5 – June 30
<b>Brittany Lieu</b>	June 7 – June 22
<b>William Arenivas</b>	June 10 – June 25

**As Approved with Amendments on May 3, 2017**

**Notice of Meeting**

**UNIVERSITY OF HAWAI'I**

**BOARD OF REGENTS COMMITTEE ON PLANNING AND FACILITIES**

Members: Regent Stanford Yuen (Chair), Michelle Tagorda (Vice Chair), and Regents Kudo, Putnam, and Wilson

**Date:** Wednesday, May 17, 2017

**Time:** 9:00 a.m.

**Place:** University of Hawai'i at Mānoa  
Information Technology Building  
1<sup>st</sup> Floor Conference Room 105A/B  
2520 Correa Road  
Honolulu, Hawai'i 96822

**AGENDA**

**I. Call Meeting to Order**

**II. Approval of Minutes of February 9, 2017 Meeting**

**III. Public Comment Period for Agenda Items:** All written testimony on agenda items received after posting of this agenda and up to 24 hours in advance of the meeting will be distributed to the board. Late testimony on agenda items will be distributed to the board within 24 hours of receipt. Registration for oral testimony on agenda items will be provided at the meeting location 15 minutes prior to the meeting and closed once the meeting begins. Written testimony may be submitted via US mail, email at [bor@hawaii.edu](mailto:bor@hawaii.edu), or facsimile at 956-5156. Oral testimony is limited to three (3) minutes.

**IV. Agenda Items**

- A. For Information:
1. FY 2017 Third Quarter CIP Status Report
  2. Update on energy savings projects
  3. Update on UH Mānoa Campus Physical Plan

**V. Adjournment**





# UNIVERSITY *of* HAWAI'I®

## **FY 2017 THIRD QUARTER CIP STATUS REPORT** **(as of 3/31/17)**

**Planning and Facilities Committee Meeting**  
**May 17, 2017**



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**Table Summary – Construction Projects Over \$5 Million***\*Indicates changes from FY17 Q2 CIP Status Update Report (as of 12/31/16)*

<i>Campus/Project</i>	<i>Original/ Revised Completion Date</i>	<i>Original Construction Amount</i>	<i>Change Orders &amp; Percent Change to Date</i>	<i>Change(s) from Quarter 2</i>	<i>Reason for Extension/Increase</i>
Mānoa – Coconut Island Utility Rehabilitation /Replacement	Nov. '16 / Oct. '17	\$6,397,204	\$153,072 (2.4%)	None	No changes from Quarter 2
Mānoa – Coconut Island Lilipuna Pier and Seawall Repair	Jan. '18 / Jan. '18	\$5,999,000	None	None	None
Mānoa – Coconut Island Marine Laboratory Buildings 1 & 2 Interior Renovation and General Repairs	Feb. '18 / Mar. '18*	\$21,019,747	\$10,646* (0.05%)	Completion Date, Change Order Amount & Reason for Extension	Replacement of sub-contractor.*
Mānoa – Bilger Complex Air Conditioning System Upgrade	Nov. '13 / June '17	\$5,737,790	\$789,513* (13.8%)	Change order amount	No changes from Quarter 2
Mānoa – Elevator Modernization (Phase 3) – Various Buildings	Dec. '16 / Jul. '17	\$9,162,000	\$1,077,720* (11.8%)	Change Order Amount	No changes from Quarter 2
Hilo – Daniel K. Inouye College of Pharmacy	May '18 / May '18	\$31,300,000	None	None	None
Haw CC – Culinary Arts Building Phase 1A & Health Science and Student Services Building Phase 1B	Mar. '16 / May '17*	\$22,670,172	\$5,920,286 (26.1%)	Completion Date	No changes from Quarter 2
Kap CC – Culinary Institute of the Pacific at Diamond Head (Phase I)	Oct. '16 / Feb. '17	\$25,058,110	\$1,568,837* (6.3%)	Change Order Amount	No changes from Quarter 2
Mānoa – Law School Renovation & Addition – Community Legal Outreach Center	Nov. '17 / Nov. '17	\$7,372,000	None	None	None
LCC – Repair and Refurbish Theater	Sept. '17 / Nov. '17 *	\$10,256,335	None	Completion Date	No changes from Quarter 2
West O'ahu – Administration & Allied Health Facility	May '18 / Oct '18*	\$29,941,000	None	Completion Date & Reason for Extension	Changes to the roof drainage design affected coordination with underground utilities. Interior roof drains were replaced with exterior downspouts to



					address campus concerns for long term maintenance.*
Mānoa – Life Sciences Building	Spring '19/ Spring '19	\$49,500,000	None	None	None
Mānoa – Kennedy Theater General Repairs and Code Compliance	July '17 / July '17	\$5,491,500	\$15,454* (0.28%)	Change Order Amount & Reason for Increase	Storage container for theater items during construction*
Mānoa – Saunders Hall Exterior Repairs and Reroof*	Aug '18 / Aug '18	\$5,227,618	None	New Project	None
Mānoa – Hamilton Library Addition, Phase III – Mechanical Repairs*	TBD	\$6,018,387	None	New Project	None

### Table Summary - Design Projects Over \$1 Million

<i>Campus/Project</i>	<i>Original/ Revised Completion Date</i>	<i>Original Design Amount</i>	<i>Change Orders &amp; Percent Change to Date</i>	<i>Change(s) from Quarter 2</i>	<i>Reason for Extension/Increase</i>
Mānoa – Holmes Hall Renovation	Feb. '17 / Aug. '17*	\$1,514,992	None	Completion Date & Reason for Extension	Estimated construction costs for the conceptual design exceeded the justifiable benefit, and the proposed renovation would not meet academic facilities needs for growth so the scope of pre-design work is being modified to analyze current and future academic program and facilities space needs, and develop a programming document for the renovation of Holmes Hall and the use of other existing facilities.*
CTAHR Due Diligence for Various Deferred Maintenance Improvements	Sept. '17 / Sept. '17	\$1,231,316	None	None	N/A
Mānoa – Campus Infrastructure Trunklines, Easements, Water Catchment, Filtration and Reuse Plan, and LMP Phase I Infrastructure Design	Jan. '18 / Mar. '20	\$1,490,403	None	None	Contract modification to support a high-level systemwide facilities strategy and a comprehensive vision for the development of Mānoa's Campus & an associated Long Range Development Plan and Plan Review Use permit update

### Table Summary - Upcoming Capital Improvement Projects

<i>Campus/Project</i>	<i>Estimated Construction Amount</i>	<i>Current Phase</i>
Hawai'i CC – North Hawai'i Education and Research Center Renovation (Phase III)*	\$5m - \$10m	Design
Maui College – Renovate Kitchen & Accessory Spaces in Pilina Building*	\$5m - \$10m	Design



## Coconut Island Utility Rehabilitation/Replacement – Mānoa

<b>Contractor:</b>	Frank Coluccio Construction Company
<b>Estimated Date of Project Completion:</b>	October 2017
<b>Original Estimated Date of Project Completion:</b>	November 2016
<b>Completion Level:</b>	54%
<b>Original Construction Amount:</b>	\$6,397,204
<b>Change Orders &amp; Percent Change to Date:</b>	\$153,072 (2.4%) (No change from Quarter 2)
<b>Current Phase:</b>	New sewer pump station was installed and is operational. Sewer line was connected to the pump system and is in use. The new communication conduit and sewer force main have been installed. Prepping to drill the second bore.
<b>Next Phase:</b>	Conduct more research and design to address additional issues discovered in portions of the existing sewer lines.

**Project Scope:** Coconut Island, located in Kāneʻohe Bay, is the home to the Hawaiʻi Institute of Marine Biology, a world-renown marine research institute of the School of Ocean and Earth Science and Technology at UH Mānoa. This project involves (1) horizontal directional drilling of a bore through rock roughly 40' below Kāneʻohe Bay for the installation of new sewer and telecommunications lines between Coconut Island and Lilipuna Pier, and (2) replacing an existing sewer pump station and selected sewer pipes on Coconut Island. Approximately 2,000 cubic yards of soil and rock must be excavated and hauled from the site to create a level area for the drilling rig. Increase due to additional trenching and pull boxes for the telecom lines; Extension due to first hitting basalt and then extremely soft sand requiring a different drill, and additional work to install the telecom system.



*New sewer pump station, which began service on March 1, 2017*



*6" sewer line and 4" communication conduit prior to being pulled back from Coconut Island to Oʻahu through the boring*



*Screen capture of the inside of one of the gravity sewer pipes requiring repair*



## Coconut Island Lilipuna Pier and Seawall Repair – Mānoa

<b>Contractor:</b>	Global Specialty Contractors, Inc.
<b>Estimated Date of Project Completion:</b>	January 2018
<b>Original Estimated Date of Project Completion:</b>	January 2018
<b>Completion Level:</b>	3%
<b>Original Construction Amount:</b>	\$5,999,000
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Consultant is preparing a post-contract drawing for the permit and pricing of additional repair work (more pier damage has been discovered that was not scheduled for repair in the time since the original investigation and design). Contractor is investigating electrical line location in preparation for placing the barge anchors
<b>Next Phase:</b>	Mobilize the barge to the site and anchor the barge in place. Begin pier demolition.

**Project Scope:** Coconut Island, located in Kāneʻohe Bay, is the home to the Hawaiʻi Institute of Marine Biology, a world-renown marine research institute of the School of Ocean and Earth Science and Technology at UH Mānoa. This project involves the evaluation and repair of Lilipuna Pier, which serves as the transit point for shuttle service to and from Coconut Island. The existing concrete piles will be repaired, the landing deck will be replaced, and the precast planks of the last one third of the pier will also be removed and replaced. A temporary dock will be constructed to the right of the existing pier to maintain shuttle access to the island.



*Temporary floating dock has been installed adjacent to the permanent concrete dock*



*Best management practices have been installed*



*Pile that has deteriorated since the initial investigation and design phase*

## Coconut Island Marine Laboratory Buildings 1 & 2 Interior Renovation and General Repairs – Mānoa

<b>Contractor:</b>	Frank Coluccio Construction Company
<b>Estimated Date of Project Completion:</b>	March 2018*
<b>Original Estimated Date of Project Completion:</b>	February 2018
<b>Completion Level:</b>	0%
<b>Original Construction Amount:</b>	\$21,019,747
<b>Change Orders &amp; Percent Change to Date:</b>	\$10,646 (0.05%)*
<b>Current Phase:</b>	Abatement of hazardous materials by replacement sub-contractor. Staging areas, site protections and environmental controls have been installed.
<b>Next Phase:</b>	Completion of general demolition

**Project Scope:** Coconut Island, located in Kāneʻohe Bay, is the home to the Hawaiʻi Institute of Marine Biology, a world-renown marine research institute of the School of Ocean and Earth Science and Technology at UH Mānoa. This project involves the renovation of the interior of Marine Laboratory Buildings 1 & 2 to provide state of the art research and teaching laboratories, provide general repairs of the buildings (including replacing and upgrading mechanical, electrical, and architectural systems and structures), and perform significant structural retrofitting. Increase and extension due to replacement of sub-contractor.



*Ground floor laboratory with hazardous materials and interior casework removed*



*Ground floor exterior walkway of Building 1. At right, construction barricade to separate the work area from the road has been erected. At left, the demolition of the windows and doors is complete*



## Bilger Complex Air Conditioning System Upgrade – Mānoa

<b>Contractor:</b>	Civil Mechanical Contractor
<b>Estimated Date of Project Completion:</b>	June 2017
<b>Original Estimated Date of Project Completion:</b>	November 2013
<b>Completion Level:</b>	99%
<b>Original Construction Amount:</b>	\$5,737,790
<b>Change Orders &amp; Percent Change to Date:</b>	\$789,513 (13.8%)*
<b>Current Phase:</b>	Completing work in Bilger Addition mechanical room, testing and balancing ongoing in Bilger Hall, completing punchlist items.
<b>Next Phase:</b>	Install steel support beam for condenser water pipe, apply epoxy floor coating in chiller room, complete punchlist items.

**Project Scope:** This project consists of demolition and lead and asbestos abatement. New work consists of installing new water/air cooled chillers, a cooling tower, chilled water and condenser water pumps, expansion tanks, exhaust fans, a condenser water/chilled water chemical feed system, air handling units, variable air volume terminal units, reheat coils, direct digital control system, piping, valves, vibration isolation, insulation, pipe supports, ductwork, plumbing, structural steel, electrical roofing, and painting HVAC commissioning. Increase and extension due to schedule conflicts with other projects affecting Bilger; schedule changes to minimize impact on occupants; non-conforming construction required reinstallation; unforeseen conditions; and change orders to address vibration issues.



*Installation of the new AHU B3 and sheet metal ductwork in the crawl space of Bilger Hall.*

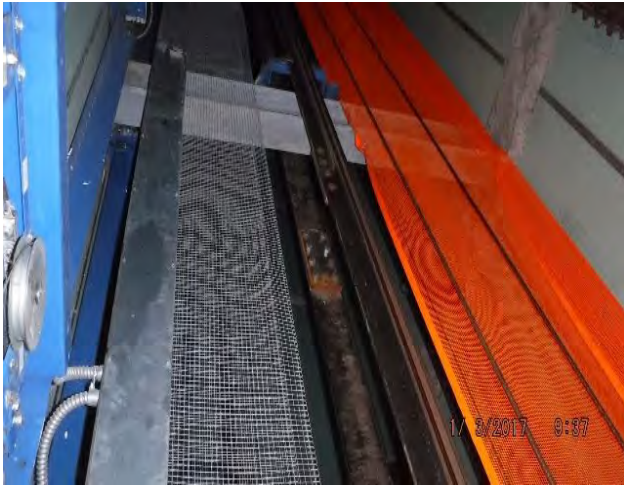


*Installation of new sheet metal air conditioning ducts in the 2<sup>nd</sup> floor offices of Bilger Hall to provide more even distribution of conditioned air.*

## Mānoa Elevator Modernization (Phase 3) – Various Buildings

<b>Contractor:</b>	Ralph S. Inouye Co., Ltd.
<b>Estimated Date of Project Completion:</b>	July 2017
<b>Original Estimated Date of Project Completion:</b>	December 2016
<b>Completion Level:</b>	92%
<b>Original Construction Amount:</b>	\$9,162,000
<b>Change Orders &amp; Percent Change to Date:</b>	\$1,077,720 (11.8%)*
<b>Current Phase:</b>	Contractor performing contract work on POST elevator
<b>Next Phase:</b>	Modernizing the last of three elevators at POST, complete security installation and programming, address punch list items for all buildings, excluding POST, and perform Life Safety inspections

**Project Scope:** This project replaces various UH Mānoa elevator cabs, upgrades the existing elevator systems, machine rooms, and penthouses; and replaces elevator cabs if technically feasible. The modernization will comply with all codes and accessibility standards. Buildings impacted: POST (3 elevators), Watanabe Hall (1 elevator), Queen Lili'uokalani Center (2 elevators), School of Architecture (1 elevator), Hamilton Library Phase II (4 elevators), Agricultural Science (2 elevators) and Kuykendall Hall (1 elevator). The scope of work also includes the installation of security access surveillance (card readers and cctv cameras) in the elevator lobbies and cabs. Extension and increase due to scheduling conflicts to minimize impact on occupants; unforeseen POST freight elevator shaft issue; modifications due to the adoption of the 2010 American Society of Mechanical Engineers code; and separate modernization of POST elevators.



*Installation of hoistway equipment for passenger elevator #2 in POST*



*Installation of elevator traveling cable for passenger elevator #2 in POST*



*School of Architecture ceiling cutouts for new elevator lobby lights*



## Daniel K. Inouye College of Pharmacy – Hilo

<b>Contractor:</b>	Isemoto Contracting Co., Ltd.
<b>Estimated Date of Project Completion:</b>	May 2018
<b>Original Estimated Date of Project Completion:</b>	May 2018
<b>Completion Level:</b>	20%
<b>Original Construction Amount:</b>	\$31,300,000
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Construction of Level 1 – walls, elevator shaft, first floor slab
<b>Next Phase:</b>	Construction of Level 2

**Project Scope:** This project involves a new pharmacy facility. Level 1 consists of lecture rooms, breakout rooms, a student lounge, and restrooms. Level 2 includes an administration suite with counsel offices, administrative offices, two biolabs, faculty offices, a Medication Therapy Management suite, a mock pharmacy, a resource center, two seminar rooms, consult rooms, a compound lab, two sim labs, an IV Institutional Pharmacy lab and restrooms. Site development includes new surface parking stalls, landscaping and site lighting.



*Aerial photographs of jobsite*





## Culinary Arts Building Phase 1A & Health Science and Student Services Building Phase 1B

### Hawai'i Community College, Pālanuanui Campus

<b>Contractor:</b>	F&H Construction
<b>Estimated Date of Project Completion:</b>	May 2017*
<b>Original Estimated Date of Project Completion:</b>	March 2016
<b>Completion Level:</b>	98%
<b>Original Construction Amount:</b>	\$22,670,172
<b>Change Orders &amp; Percent Change to Date:</b>	\$5,920,286 (26.1%) (No change from Quarter 2)
<b>Current Phase:</b>	Installation of PV panels (nearly complete) with installation of inverters to follow. Testing of waste waste treatment system in progress
<b>Next Phase:</b>	Inspections, certificate of occupancy, closeout and project acceptance

**Project Scope:** This project involves construction of approximately 24,000 square feet of new buildings for the University of Hawai'i System, Hawai'i Community College, Pālanuanui Campus located in Kona, Hawai'i. These buildings will house functions servicing the Culinary Arts Program, Nursing and Allied Health Program and Student Services Administration. The buildings will include new educational classrooms, learning kitchens, science laboratories and related support services. Extension and increase due to delay in permit approvals, archaeological monitoring, and the inclusion of PV system, food service equipment, and landscaping at UH's request



*Construction of recirculating sand filter*



*Recirculating Sand Filter*



*Photovoltaic system installed over parking*

## Culinary Institute of the Pacific at Diamond Head (Phase I) – Kapi‘olani CC

<b>Contractor:</b>	Jacobsen Construction Co.
<b>Estimated Date of Project Completion:</b>	February 2017
<b>Original Estimated Date of Project Completion:</b>	October 2016
<b>Completion Level:</b>	99%
<b>Original Construction Amount:</b>	\$25,058,110
<b>Change Orders &amp; Percent Change to Date:</b>	\$1,568,837 (6.3%)*
<b>Current Phase:</b>	Completing punch list items and training for college staff
<b>Next Phase:</b>	Closeout and inspection for project acceptance

**Project Scope:** This project at the former U.S. Army Fort Ruger Cannon Club site on the northern slope of Diamond Head Monument is essential to the expansion of the culinary arts program at Kapi‘olani Community College. It supports a Bachelor of Applied Science in Culinary Management and an advanced professional certificate to provide advanced training in Asian, Pacific and Hawaiian cuisine. Phase 1 includes four single story buildings, an outdoor cooking area, landscaping, two parking lots and utility infrastructure. The main building will house two laboratories, one advanced multi-function laboratory and one advanced Asian cuisine laboratory. Other buildings that will be constructed in the first phase are the locker room/restrooms/student lounge building, storage building, and support (central plant) building. Increase and extension due to archaeological monitoring, scheduling and requirements; unforeseen conditions in Diamond Head Road; and conflict with underground utilities and building foundations



*Multi-function laboratory*



*One of four new buildings at the Culinary Institute of the Pacific at Diamond Head*



*Asian cuisine laboratory*



## Law School Renovation & Addition: Community Legal Outreach Center – Mānoa

<b>Contractor:</b>	F&H Construction
<b>Estimated Date of Project Completion:</b>	November 2017
<b>Original Estimated Date of Project Completion:</b>	November 2017
<b>Completion Level:</b>	18%
<b>Original Construction Amount:</b>	\$7,372,000
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Install precast wall panels and pour ground floor slab
<b>Next Phase:</b>	Second floor slab, precast wall panels and place roof deck

**Project Scope:** The Community Legal Outreach Center at the William S. Richardson School of Law on the UH Mānoa campus will serve as a space for the growing clinical service offered by law school students and faculty. Currently, students provide thousands of hours of free legal help to some of Hawai‘i’s most vulnerable people, including the elderly, troubled and incarcerated youth, veterans, and families living at or near poverty levels. The building will also provide much-needed space to develop practical trial and advocacy skills. The project includes partial demolition and reconfiguration of the existing parking and site features at the UH Mānoa Zone 17 parking lot outside of the Law School and construction of a new, 6,000 square foot, two-story precast concrete building and connecting bridge to the existing law school.



*Completed floor slab, interior columns, and forms installed for the beams. Wall precast panels will be installed around the perimeter.*

## Repair and Refurbish Theater – Leeward CC

<b>Contractor:</b>	MEI Corporation
<b>Estimated Date of Project Completion:</b>	October 2017
<b>Original Estimated Date of Project Completion:</b>	November 2017*
<b>Completion Level:</b>	38%
<b>Original Construction Amount:</b>	\$10,256,335
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Additional abatement at various locations, utility rough-ins, mezzanine structural framing, site work, ceiling grid, drywall and windows.
<b>Next Phase:</b>	Continuation of the utility rough-ins, mezzanine system, site work and drywall. Begin installation of the catwalks, stage lift system, stage rigging system, and AC system. Begin painting.

**Project Scope:** This project involves remedying the water intrusion into the building by improving the exterior drainage, doing landscaping improvements, installing continuous canopies to the side entries, creating an open and inviting exterior foyer to the main entry by relocating the ticket office, renovating the restrooms and including a concession area. It also involves upgrading the stage equipment (rigging and drapes, orchestra pit lift system, stage trap panel system and related items) and the main seating and stage area throughout the Theater. The auditorium seating, stage and dance rooms wood flooring, carpet and VCT flooring, painting, ceiling, and lighting, will also be replaced. The project will also retrofit the existing fire alarm system and mechanical system, abatement of hazardous materials at rooms/areas being renovated, meeting DCAB requirements, and making improvements to the theater lighting system and sound system. Extension due to unforeseen site and interior conditions, additional abatement work, and extended campus relocation.



*Lobby drywall, ceiling and utilities rough-in*



*Ticket Office wall and steel framing, utilities rough-in, and windows*



## Administration & Allied Health Facility – West O‘ahu

<b>Contractor:</b>	Swinerton Builders Hawai‘i
<b>Estimated Date of Project Completion:</b>	October 2018*
<b>Original Estimated Date of Project Completion:</b>	May 2018
<b>Completion Level:</b>	8%
<b>Original Construction Amount:</b>	\$29,941,000
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Mass grading, foundations, and underground utilities, including water, chilled water, and storm drainage.
<b>Next Phase:</b>	Continue with foundations, underground utilities, concrete slabs on grade, and concrete unit masonry (CMU).

**Project Scope:** The project consists of an approximately 43,442 square foot facility to house Administration and Allied Health programs at the University of Hawai‘i at West O‘ahu (UHWO) Campus. The new facility will include offices for UHWO administration and faculty, classrooms, laboratories, and other related spaces. Extension due to changes to the roof drainage design affected coordination with underground utilities. The changes involved replacing interior roof drains with exterior downspouts, to address campus concerns for long term maintenance.



*Compaction of soil to prepare for foundations*



*Concrete footings and forms for retaining walls at Administration wing*



*Reinforcing for concrete footings at Administration wing*

## Life Sciences Building – Mānoa

<b>Contractor:</b>	Layton Construction
<b>Estimated Date of Project Completion:</b>	Spring 2019
<b>Original Estimated Date of Project Completion:</b>	Spring 2019
<b>Completion Level:</b>	0%
<b>Original Construction Amount:</b>	\$49,500,000
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Notice to Proceed given on March 7, 2017. Project is in design.
<b>Next Phase:</b>	Permitting submissions begin in April 2017.

**Project Scope:** This design-build project for a new Life Sciences Building will be developed at the site of Henke Hall and will support multiple programs like botany, PBRC, biology and microbiology. As the first of a three-phase Mānoa Mini Master Plan, this project will also provide surge space to allow for the redevelopment of the Snyder Hall site and subsequent redevelopment of Kuykendall Hall.



*Rendering of the Life Sciences Building*





## Kennedy Theatre: General Repairs and Code Compliance – Mānoa

<b>Contractor:</b>	RSI Roofing and Building
<b>Estimated Date of Project Completion:</b>	July 2017
<b>Original Estimated Date of Project Completion:</b>	July 2017
<b>Completion Level:</b>	33%
<b>Original Construction Amount:</b>	\$5,491,500
<b>Change Orders &amp; Percent Change to Date:</b>	\$15,454 (0.28%)*
<b>Current Phase:</b>	Installation of new catwalk and steel mezzanine continues; installation of new dimmer units in progress; and electrical rough ins.
<b>Next Phase:</b>	Installation of steel columns at new framed wall and painting in Ernst Lab Theater.

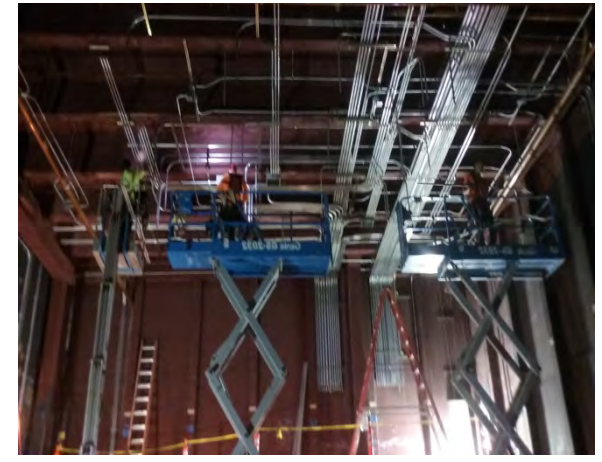
**Project Scope:** Kennedy Theatre is the flagship performing arts center on the UH Mānoa Campus. The need for repairs and maintenance is long overdue as the theater was built in 1963 and no interior work has been done in over 50 years. Parts of the facility are OSHA, building code and ADA non-compliant – including the catwalk system over the Ernst Lab Theater. This project involves, among other things, replacing the existing sand bag rigging system at the Lab Theater with a new system, replacing the Main Theater theatrical dimming system and Main Stage curtains, replacing the catwalk system at the Lab Theater to meet OSHA requirements, replacing the finished floor at the Lab Theater and Main Stage with a floor suitable for dance performances, installing a pre-manufactured dust collection booth at the Scene shop, and installing a safety cage around the existing 80-foot high spiral staircase for fall protection. Increase due to storage container for theater items during construction.



*Catwalk above auditorium. Installation of metal rail system*



*Installation of steel mezzanine*



*Electrical rough in at Ernst Lab*

## Saunders Hall Exterior Repairs and Reroof – Manoa\*

<b>Design Consultant:</b>	WTN Architecture
<b>Estimated Date of Project Completion:</b>	August 2018
<b>Original Estimated Date of Project Completion:</b>	August 2018
<b>Completion Level:</b>	3%
<b>Original Design Amount:</b>	\$5,227,618
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Replacement of overhead protection over all entry points and walkways around the perimeter of the building.
<b>Next Phase:</b>	Start spall and crack repair.

**Project Scope:** Saunders Hall (formerly known as Porteus Hall) was designed in the early 1970's. Due to inadequate concrete coverage over the reinforcing bars during the original construction of the building, corrosion of the rebars is causing the exterior of the building to crack and spall. This project involves the repair of all concrete delaminations, spalls and cracks. In order to seal the entire building envelope watertight, the project also includes reroofing, new traffic coating, glazing, and interior renovation work.



*Current condition of East facing side of Saunders Hall*



*Installation of overhead protection along Maile Way walkway*



## Hamilton Library Addition, Phase III – Mechanical Repairs – Mānoa\*

<b>Contractor:</b>	Economy Plumbing & SheetMetal, Inc.
<b>Estimated Date of Project Completion:</b>	Award posted on May 1, 2017; NTP date to be established
<b>Original Estimated Date of Project Completion:</b>	Award posted on May 1, 2017; NTP date to be established
<b>Completion Level:</b>	0%
<b>Original Construction Amount:</b>	\$6,018,387
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Contract award and signatures.
<b>Next Phase:</b>	Establish NTP date, pre-construction meeting.

**Project Scope:** Hamilton Library is the main library on the UH Mānoa campus. This project involves the replacement of existing mechanical equipment, ductwork, plumbing and piping, and partial ceiling replacement to upgrade the central chiller plant, air distribution system, reheat system and direct digital control systems. The project also involves replacement of electrical work, chemical abatement, a roof thermography study, structural steel work for cooling tower support, and miscellaneous painting.



*Existing air handlers are in poor condition and badly corroded*

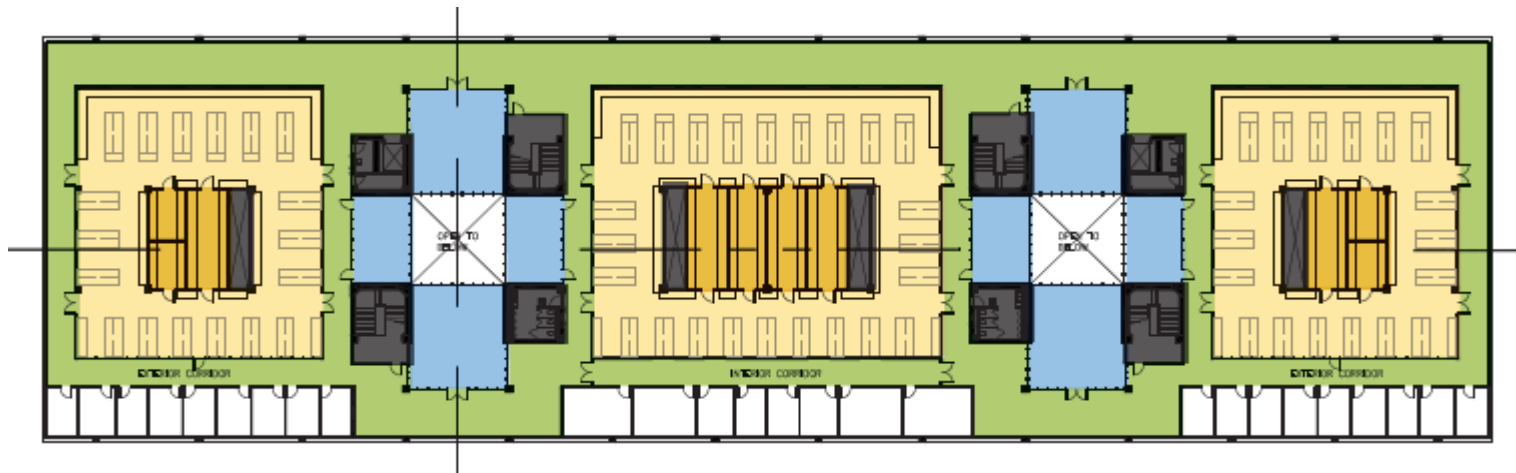


*Three existing cooling towers in poor condition will be replaced with two new cooling towers*

## Holmes Hall Renovation - Mānoa

<b>Design Consultant:</b>	John Hara Associates
<b>Estimated Date of Project Completion:</b>	August 2017 (Requirements assessment, pre-design)*
<b>Original Estimated Date of Project Completion:</b>	February 2017
<b>Completion Level:</b>	50%
<b>Original Design Amount:</b>	\$1,514,992
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Pre-Design
<b>Next Phase:</b>	Pre-Design – Additional Programming

**Project Scope:** The project involves the renovation of Holmes Hall (approximately 133,350 gross square feet) to transform it into an innovative, state-of-the-art facility to accommodate instructional, research, student and administrative workspaces for the College of Engineering and the related UHM engineering community. The project also intends to add approximately 27,000 square feet of new research laboratories and supporting workspaces for graduate students and researchers. Extension due to estimated construction costs for the conceptual design exceeded the justifiable benefit, and the proposed renovation would not meet academic facilities needs for growth so the scope of pre-design work is being modified to analyze current and future academic program and facilities space needs, and develop a programming document for the renovation of Holmes Hall and the use of other existing facilities.

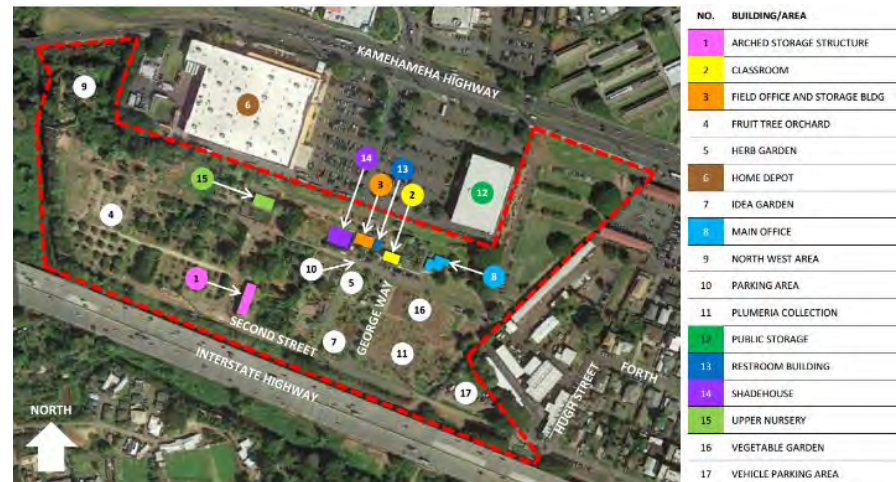
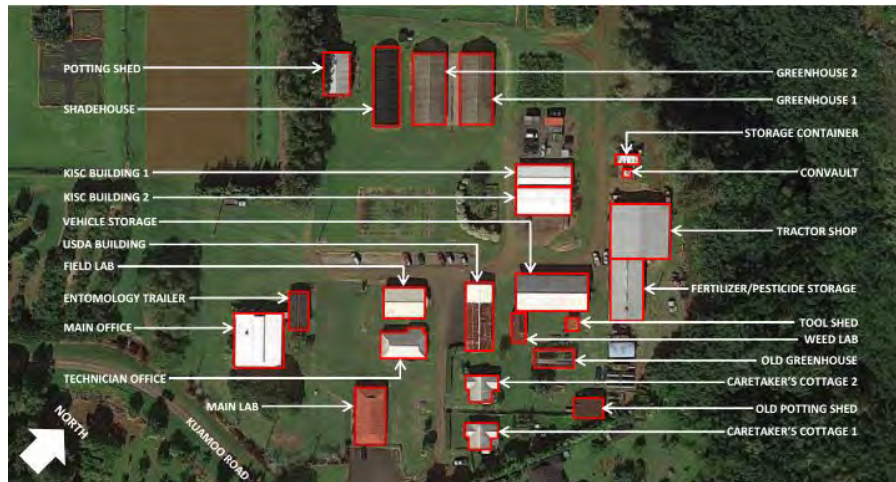


*Holmes Hall fourth floor plans showing flexible lab space and transparent interior atriums partially filled with new classrooms and meeting rooms*

## CTAHR Due Diligence for Various Deferred Maintenance Improvements

<b>Design Consultant:</b>	INK Architects
<b>Estimated Date of Project Completion:</b>	September 2017
<b>Original Estimated Date of Project Completion:</b>	September 2017
<b>Completion Level:</b>	60%
<b>Original Design Amount:</b>	\$1,231,316
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Updating format of and restructuring Project Development Report
<b>Next Phase:</b>	Request design and construction funds to address the priorities identified by the due diligence study

**Project Scope:** The UH Mānoa's College of Tropical Agriculture and Human Resources (CTAHR) has twenty-seven sites statewide as part of its outreach, research, and experimentation programs. All of these sites have facilities that are currently in use by its occupants and are in various states of disrepair or require upgrades for improved functionality and/or life safety and accessibility code compliance. The goals of the due diligence study are as follows: Document general property information and code requirements, identify programmatic needs and goals, assess and document the existing conditions exhibited at the project site, assess and document the existing conditions exhibited at each building on the property, and provide recommendations for demolition, repair, maintenance, accessibility, life safety, and hazardous materials condition. As the due-diligence contract progresses and the facilities are assessed, design contracts will be executed to engage in schematic design, which will lead to construction.

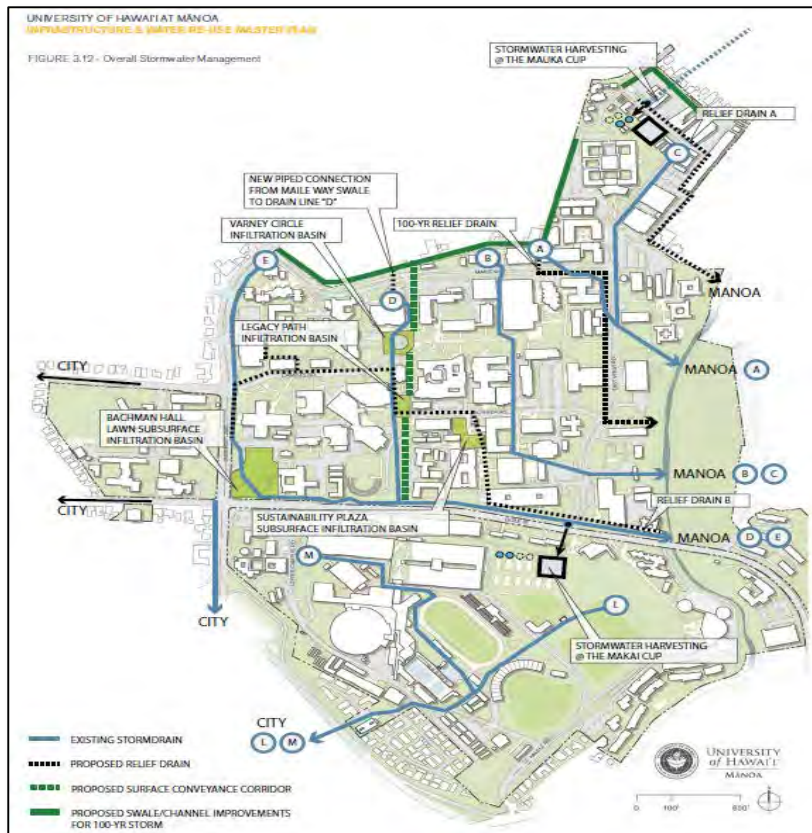


*Kaua'i Agriculture Research Center (left) and Pearl City Research Center (right) Due Diligence Studies showing the areas and buildings. Each Due Diligence Study evaluates the condition of each of the buildings and provides detailed photos and a description.*



## Campus Infrastructure Trunklines, Easements, Water Catchment, Filtration and Reuse Plan, and LMP Phase I Infrastructure Design – Mānoa

<b>Design Consultant:</b>	WRNS Studio
<b>Estimated Date of Project Completion:</b>	March 2020
<b>Original Estimated Date of Project Completion:</b>	January 2018
<b>Completion Level:</b>	58%
<b>Original Design Amount:</b>	\$1,490,403
<b>Change Orders &amp; Percent Change to Date:</b>	None
<b>Current Phase:</b>	Schematic Design of infrastructure and water reuse design is complete
<b>Next Phase:</b>	Completion of Academic Programming and Space Utilization studies for development of Mānoa's Integrated Academic and Facilities Plan, which will inform this project



**Project Scope:** This project involves the design of an infrastructure trunkline and a water catchment and reuse system. If constructed, this project would organize and update campus utilities into an interconnected network under major open space corridors for predictable and available access during future construction, maximize areas unrestricted by utility easements for future developments, and increase the capacity of our campus drainage system to convey 100 year storms. The water catchment and reuse system is anticipated to redirect 95% of rainfall toward rain gardens and recycled water cisterns which, when combined with 600,000 gallons of water scalped from sewer, could offset 73% of potable water and reduce the volume of storm drainage to be conveyed off site. Extension due to contract modification to support Long Range Development Planning/Plan Review Use permit update



## Upcoming CIP: North Hawai‘i Education and Research Center Renovation (Phase III) – Hawai‘i CC\*

**Estimated Construction Amount:**

\$5m – \$10m

**Current Phase:**

Design; out to bid early 2018

**Project Scope:** The North Hawai‘i Education and Research Center (NHERC) is located 40 miles north of Hilo in Honoka‘a and is designed to serve the approximately 19,000 residents in North Hawai‘i currently underserved by higher education. This project includes the complete interior renovation of the existing unused wing at NHERC. The project will include a commercial kitchen, nursing and STEM lab, classroom and storage space. The wing will be reroofed and all walls repaired and refinished. Parking and site improvements will be included as required.



*Existing unused wing at NHERC which will be renovated*

## Upcoming CIP: Renovate Kitchen & Accessory Spaces in Pilina Building – Maui College\*

**Estimated Construction Amount:**

\$5m – \$10m

**Current Phase:**

Design; out to bid early 2018

**Project Scope:** This project includes the renovation of an existing kitchen space on the second floor and loading dock on the first floor of the Pilina building. The space will include food innovation spaces that include kitchens, packaging, as well as research and development.



*Existing kitchen space that will be renovated*





## Projects Pending Close-Out

<i>Campus/Project</i>	<i>Original/ Revised Completion Date</i>	<i>Original Construction Amount</i>	<i>Change Orders &amp; Percent Change</i>	<i>Reason for Extension/Increase</i>
Mānoa – Agricultural Science Facility Chill Water Plant, Reheating Water System, and HVAC Upgrade*	Aug '15 / Apr. '17	\$5,270,742	\$169,847 (3.2%)	New roof cover design required for cooling tower room; scheduling changes to minimize impact on occupants; and enhancements added during construction to improve system performance and energy efficiency
Mānoa – Clarence T.C. Ching Complex, Construction of New Athletics Complex	July '13 / Mar. '17	\$12,393,000	\$2,294,625 (18.5%)	Unforeseen conditions; C&C comments and owner changes; and the design, redesign, negotiation and execution of change orders
Mānoa – Biomedical Sciences Building, R/R HVAC Equipment, Reheat Water System, Building Air Balance & Controls	Aug. '13 / May '17	\$5,324,800	\$57,895 (1.1%)	Scheduling conflicts with other projects affecting Biomed; revision of type of air valves used in the air handler systems; and unforeseen conditions including deteriorating reheat hot water piping insulation
Mānoa – Snyder & Edmonson Halls, New Elevators & Stairway	April '14 / Mar. '17	\$5,133,900	\$970,625 (18.9%)	Unforeseen underground electrical utilities; adjustments to foundation depth requirements; and change in manufacturer of pedestrian membrane waterproof coating due to high moisture and humidity levels. Waiting for completion of closing documents.
Mānoa – Various Buildings, Elevator Modernization, Phase II	Feb. '16 / May '17	\$10,321,500	\$1,120,296 (10.9%)	Decision to modernize Biomedical Science's elevator's separately; restricted access to freight elevator; scheduling conflicts to minimize impacts on occupants; modifications due to the adoption of the 2010 American Society of Mechanical Engineers code; and elevator deficiency report required updating the existing elevator recall function.
Mānoa – Hamilton Library, Phase II	Aug '13 / Apr. '17	\$5,901,788	\$449,607 (7.6%)	Unforeseen conditions including replacement of light fixtures on the second floor; extensive change order negotiations and revisions; and schedule conflicts with other projects affecting Hamilton
Hawai'i CC – Hale Aloha Renovation	Oct. '16 / Oct. '16	\$7,629,500	\$282,390 (3.7%)	In litigation
Honolulu CC – Building 8807, Upgrade Infrastructure	May '14 / June '17*	\$8,609,000	\$2,227,220 (25.9%)	Ongoing issues with new emergency generator operations and new elevators*
Hilo – Campus Security & Emergency Operations Center	Oct. '15 / Sept. '16	\$4,589,000	\$486,005 (10.6%)	Correction to the specifications for wind speed resistance of the roof system; and the University driven schedule and sequencing for the construction and migration of the new Structured Cabling across 28 campus structures



**Closed Projects**

<b>Campus/Project</b>	<b>Original/ Revised Completion Date</b>	<b>Original Construction Amount</b>	<b>Change Order(s) &amp; Percent Change</b>	<b>Reason for Extension/Increase</b>
Mānoa – Various Buildings, Elevator Modernization, Phase I*	April '14 / Mar. '17	\$6,772,960	\$180,339 (2.7%)	Unforeseen conditions resulting in waterproofing repairs; scheduling changes to minimize impacts on occupants; and electrical revisions and modifications to elevator installations.
Mānoa – Sakamaki Hall, Renovation of 1 <sup>st</sup> & 2 <sup>nd</sup> Floors*	Dec. '13 / Mar. '17	\$6,251,950	\$194,999 (3.1%)	Unforeseen conditions; scheduling changes to minimize impacts on occupants; owner changes; landscape design changes; and landscape redesign installation because the soil did not meet specifications. Waiting for architect to review and approve as-built drawings.
Mānoa – Gartley Hall, Structural Retrofit & Renovation*	May '13 / Mar. '17	\$12,425,781	\$1,859,903 (15.0%)	Unforeseen site conditions relating to the micropile/underpinning foundation and waterproofing work







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Update on Energy Savings Projects  
Planning & Facilities Committee  
May 17, 2017



The background of the slide is a photograph of a modern, two-story building with a light-colored facade and a flat roof. A large, mature tree with a thick trunk and dense foliage stands to the right of the building, casting a shadow on the grass. The foreground is a well-maintained green lawn. The sky is clear and blue.

Update since January 2017 . . .

## GETTING TO NET ZERO . . .

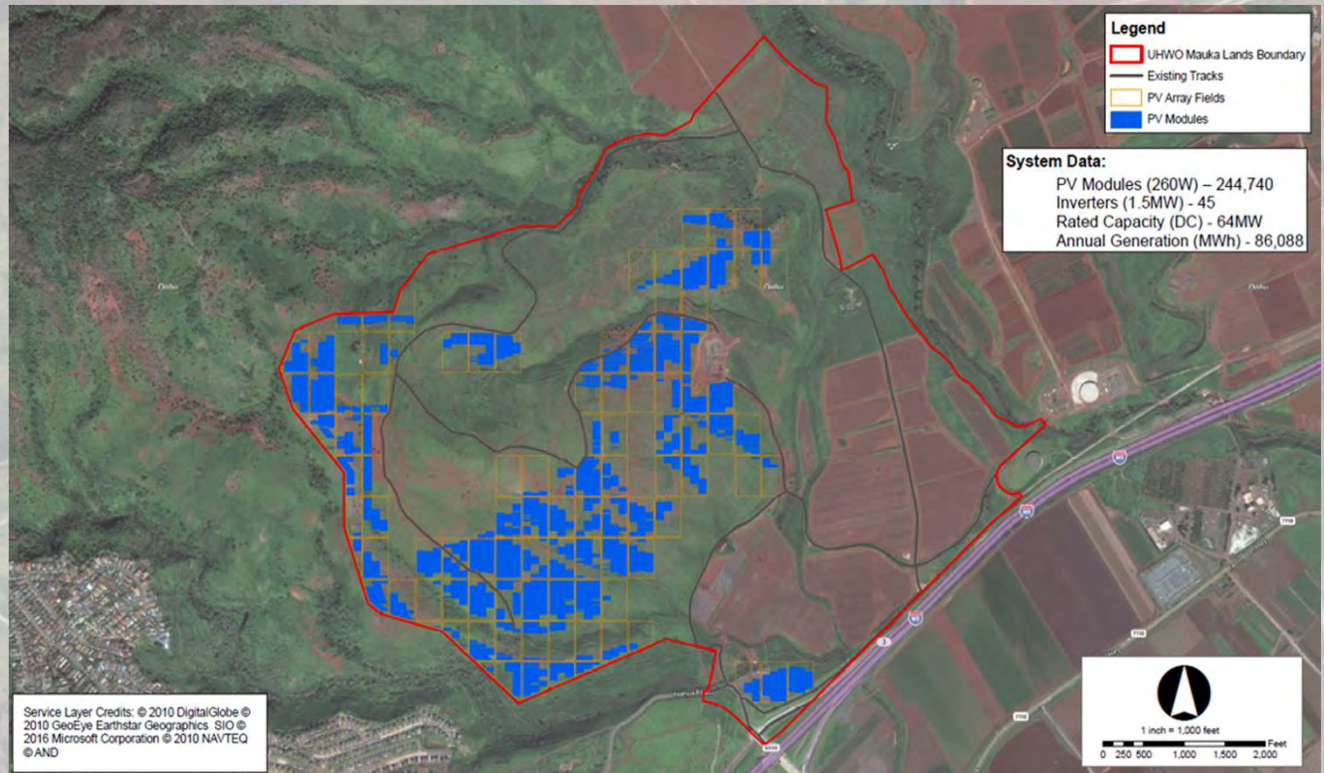
- Off-site power generation
- Site-specific PV and storage projects
- Site-specific energy conservation efforts



# West O'ahu Mauka Lands

≈250+ acres

- Non -“A” Ag Lands
- South-facing
- < 15% slope
- 64 MW PV Farm
- All current options require HECO to acquire power generated on site



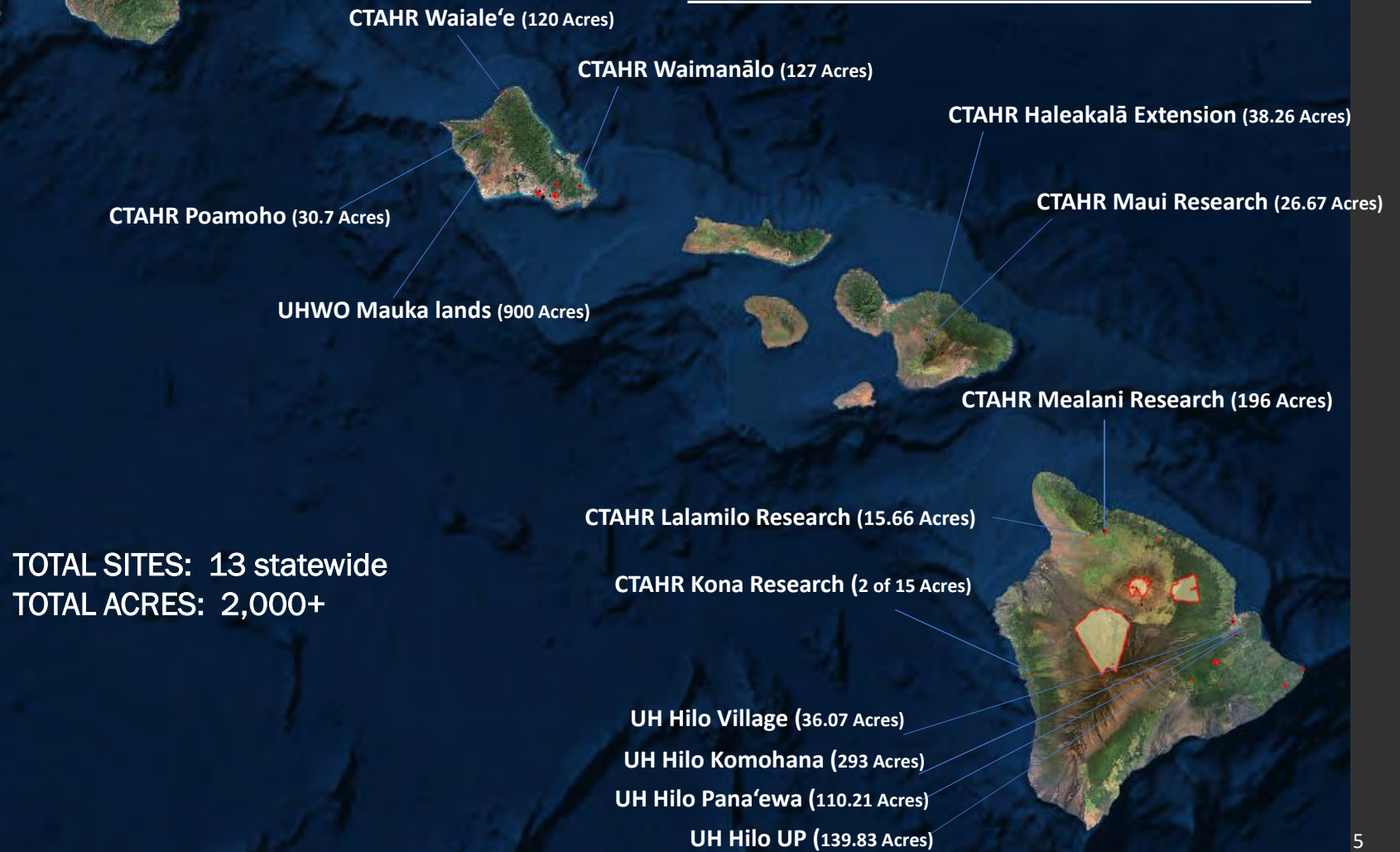


# MicroGrid Bill (HB 848)

- Explicitly permitted public higher education institutions to *own and operate* a microgrid
- Enabled UH to *interconnect* with HECO infrastructure to transmit power generated at Mauka lands to UH facilities within a 5 mile radius
  - Limited standby charges by HECO to *approved PUC rate*
  - Permitted UH to be an unregulated power provider to all facilities owned or controlled by UH



# HECO LAND RFI SUBMITTALS





## 1.76 MW SOLAR PV AWARDED

- Green Path Technologies
- Current: 1,300 kWh/day (0.5%)
- Project: 9,300 kWh/day (3%)
- \$0.17/kWh (no escalation)
- Est. Savings @ today's rate (\$0.19/kWh): Up to \$60,000 a year

SITES NOT  
FINALIZED

### TENTATIVE SITE

University  
of Hawaii  
at Manoa

UH Tennis Complex

William S Richardson  
Law Library

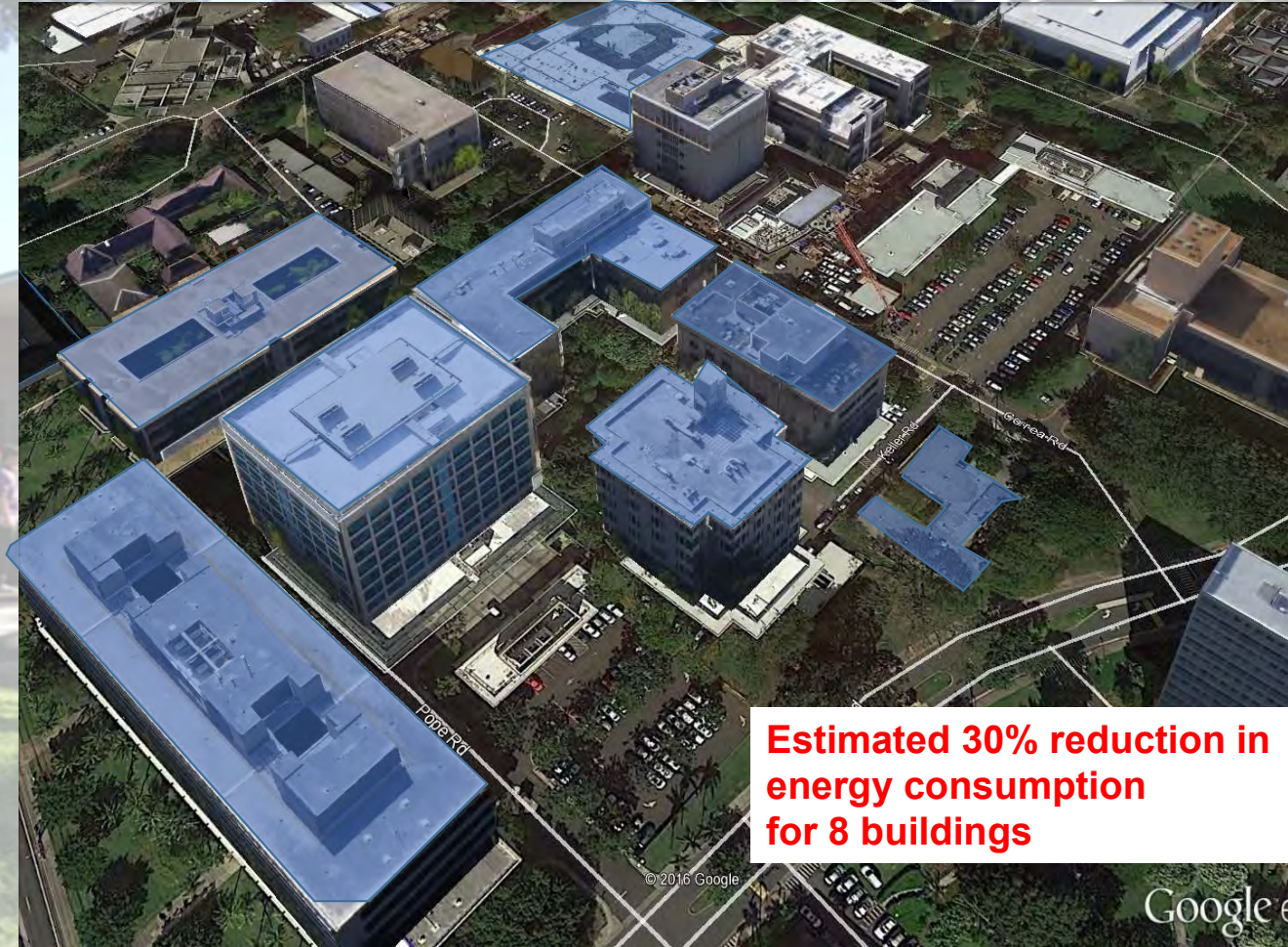
Clarence TC Ching Field

Stan Sheriff Center



## UH Mānoa ESPC RFP issued April 28, 2017

- Chiller Loop “A”
  - Art Building
  - HIG
  - Holmes Hall
  - Marine Science
  - POST
  - Sakamaki
  - Student Health Center
  - Watanabe Hall
- HVAC
- Lighting
- Roofs, Windows, Structure
- PV







## Exterior LED lighting upgrade

- Address dark spots and safety
- 41 fixtures -> 90 fixtures
- 12,000 kwh savings per year







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# Mānoa Campus Physical Plan Update

## Planning & Facilities Committee

May 17, 2017



# Mānoa Campus Physical Plan

**WRNS**STUDIO

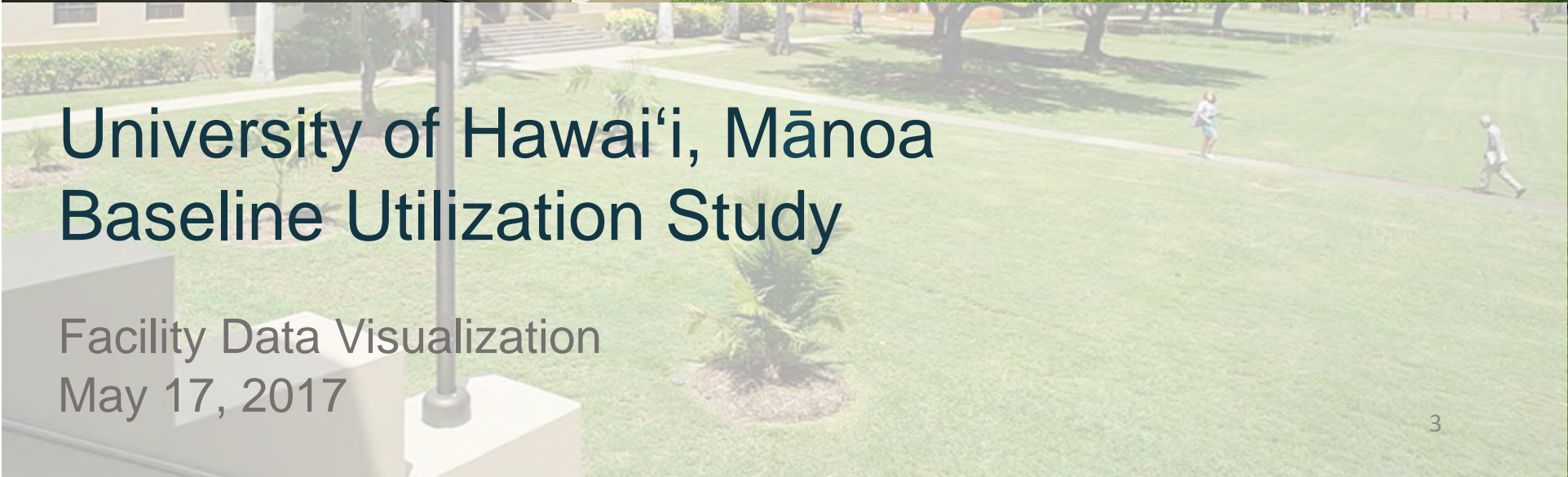
**Page/**

**THiNK**  
Creating Intelligent Places



A wide-angle photograph of the University of Hawai'i, Mānoa campus. The image shows a large, light-colored building with classical architectural features, including columns and a pediment. The building is surrounded by lush green lawns, palm trees, and other tropical vegetation. In the background, a hillside is visible under a blue sky with scattered white clouds. The word "THiNK" is overlaid in the top right corner, with "MK" in orange and "THiNK" in dark blue.

THiNK<sup>MK</sup>

A faded, semi-transparent version of the same campus scene as the top image, serving as a background for the text.

# University of Hawai'i, Mānoa Baseline Utilization Study

Facility Data Visualization  
May 17, 2017



A wide-angle photograph of a university campus. On the left is a large, multi-story classical building with a colonnade. A wide, green lawn stretches across the middle ground, with several palm trees and other tropical plants. A few people are walking on the lawn. In the background, there are more trees and a hillside under a blue sky with scattered clouds.

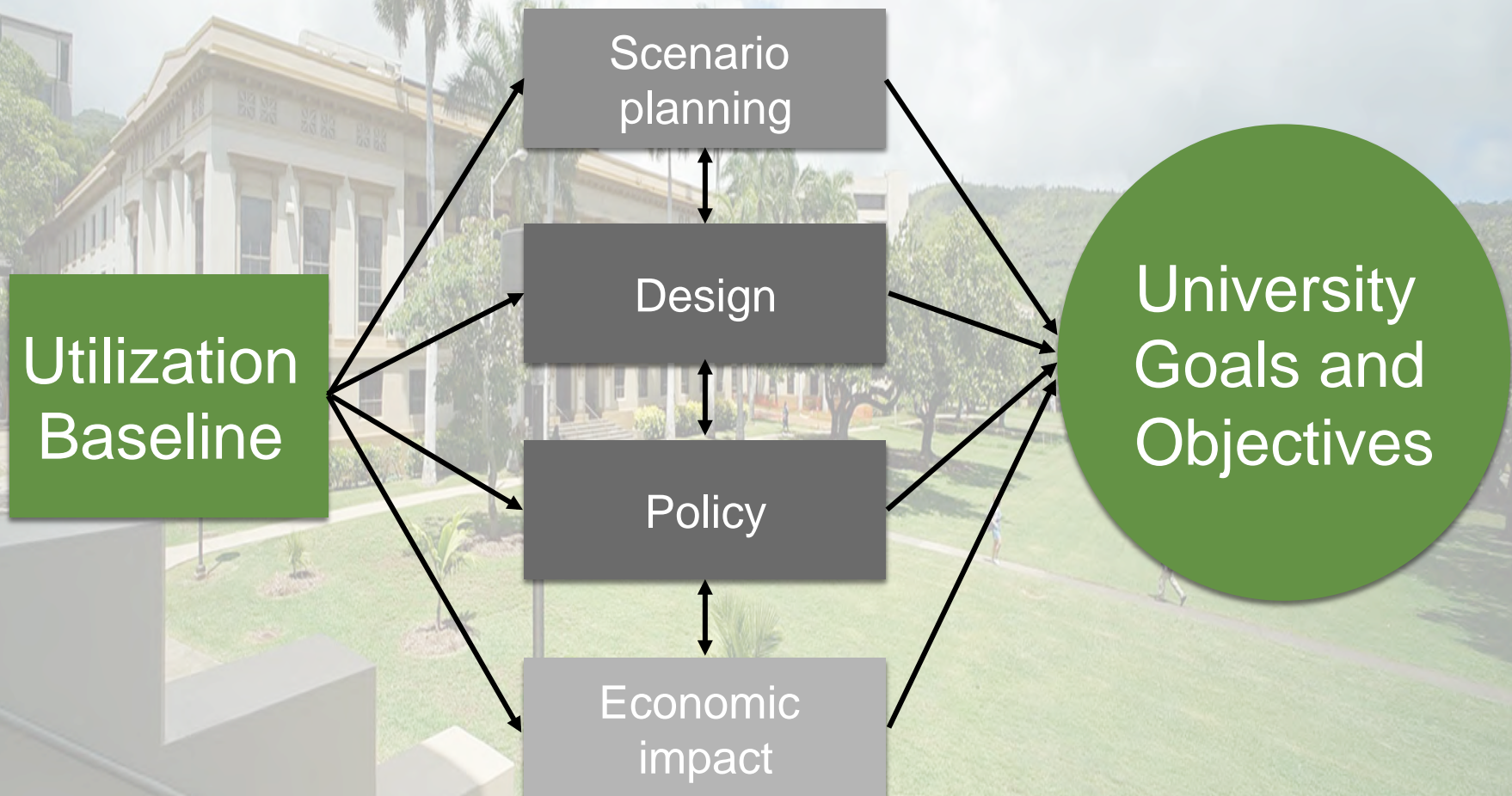
# THiNK<sup>MK</sup>

## Agenda:

- Leveraging the Utilization Baseline for Institutional Change
- Integration into University Processes
- Engagement with Leadership & Campus Community
- Timeline and Related Efforts



# Baseline: Foundation for decision making and risk management



# How do we integrate into university processes to get results?

Transactional

- Use as analytic tool to answer questions about space and utilization

Project

- Support current planning and design initiatives through scenario modeling and testing

Institutional

- Develop institutional metrics to support policy development





# Live Demonstration





# University of Hawai'i, Mānoa Baseline Utilization Study

Facility Data Visualization  
May 17, 2017







# MĀNOA CAMPUS PHYSICAL PLAN

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BOARD OF REGENTS UPDATE  
MAY 17, 2017



# THE OPPORTUNITY

- ▶ Mandate to develop an Integrated Academic & Facilities Plan
- ▶ Mandate to meet energy & sustainability targets
- ▶ Need to update campus plan for regulatory/entitlement related approvals



# THE NEXT FIVE MINUTES

**01**

INTEGRATED  
PLANNING

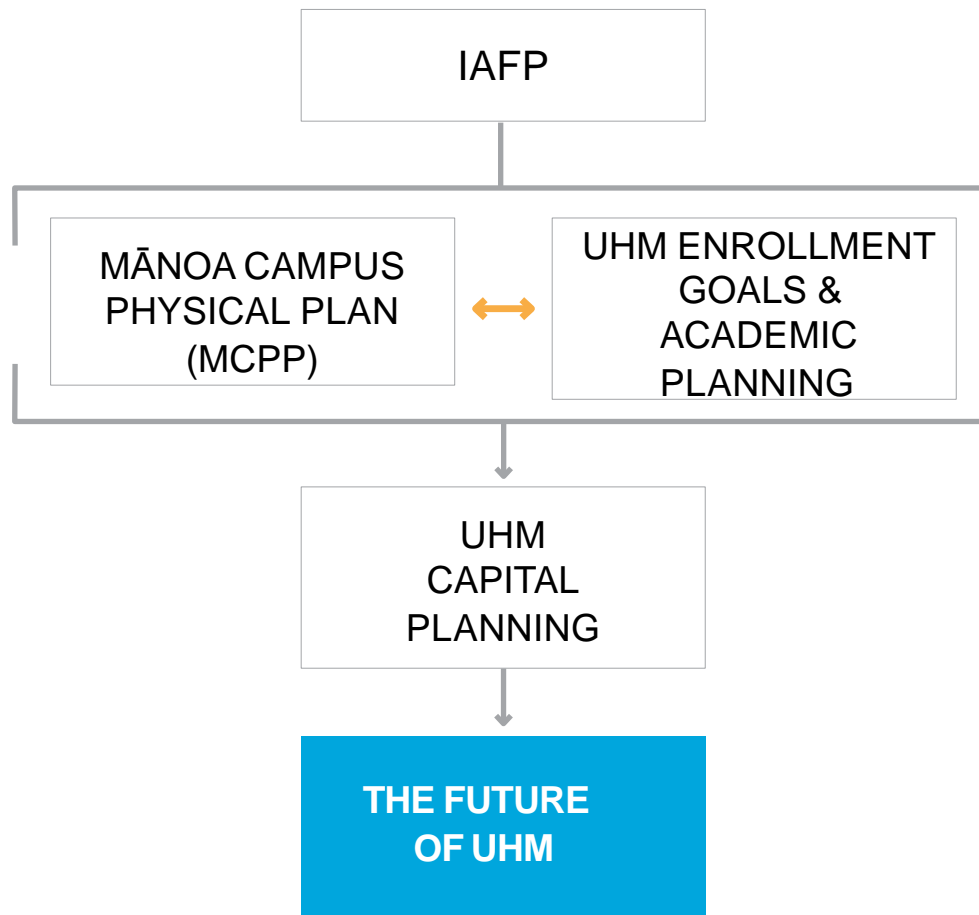
**02**

WHAT IS  
THE MCPP?

**03**

HOW WILL  
WE GET THERE?

# 01. INTEGRATED PLANNING





## UH IAFP

- ▶ System-wide strategic plan
- ▶ Provides direction to UH Campuses
- ▶ Goals & strategies for UHM:
  - Enrollment
  - Academics & Research
  - Campus & Facilities



## IAFP IMPLICATIONS FOR UHM

- ▶ Lack of modern facilities a deterrent to attracting/retaining students and faculty
- ▶ Need to emphasize modernization
- ▶ Spaces need to support priority programs and better meet student and faculty needs
- ▶ New master facilities plan will provide impetus for creating inspiring spaces



## 02. WHAT IS THE MCPP?

- ▶ Translates the IAFP's vision for UHM into a phased physical improvement plan
- ▶ Outlines strategies, guidelines, and a timeline for achieving the vision
- ▶ Opportunity to integrate key elements of adjunct, adopted studies/ plans
- ▶ Opportunity to apply 21st century planning and design principles to support Hawai'i's only public institution of higher education





## 02. WHAT IS THE MCPP?

# CAMPUS PHYSICAL PLAN AS A CATALYST FOR CAMPUS TRANSFORMATION

STANFORD UNIVERSITY



CSU MARITIME ACADEMY



UCSF



## 02. WHAT IS THE MCPP?

# CAMPUS PHYSICAL PLAN AS A CATALYST FOR CAMPUS TRANSFORMATION

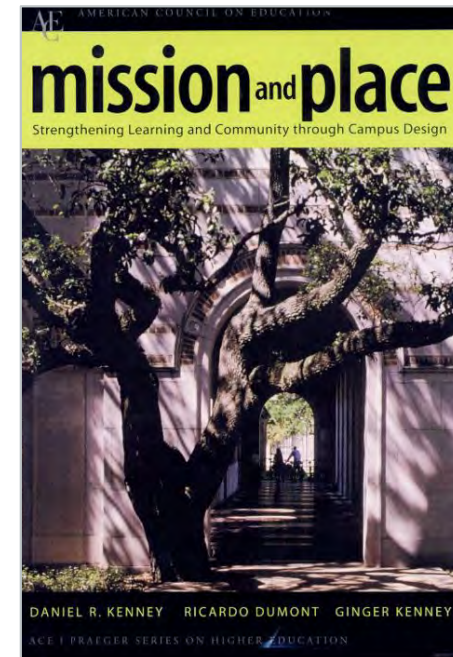
UNIVERSITY OF TEXAS, AUSTIN



SINGAPORE UNIVERSITY OF TECHNOLOGY & DESIGN

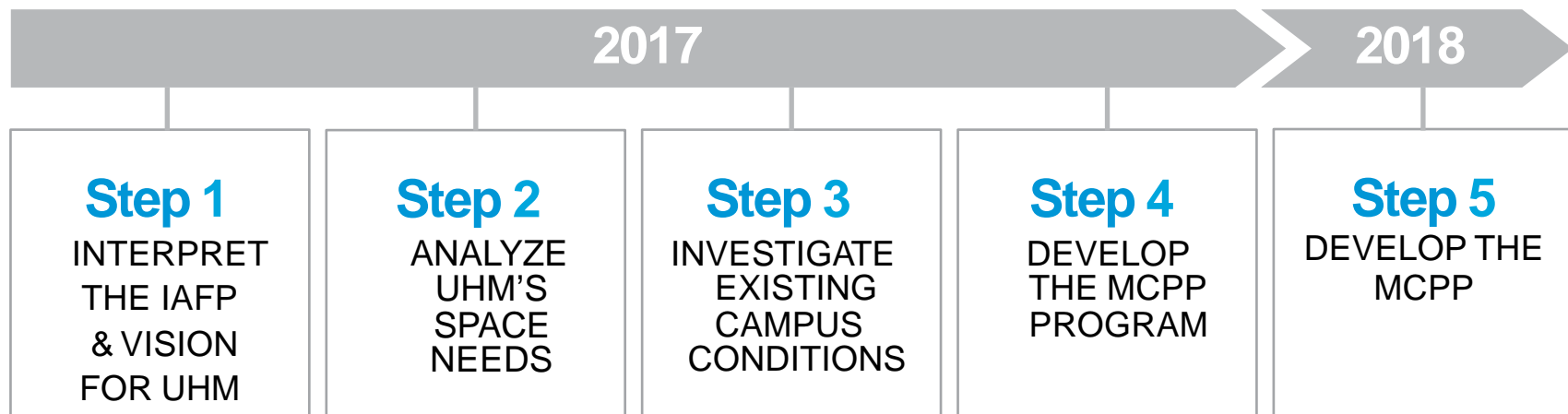


MISSION AND PLACE



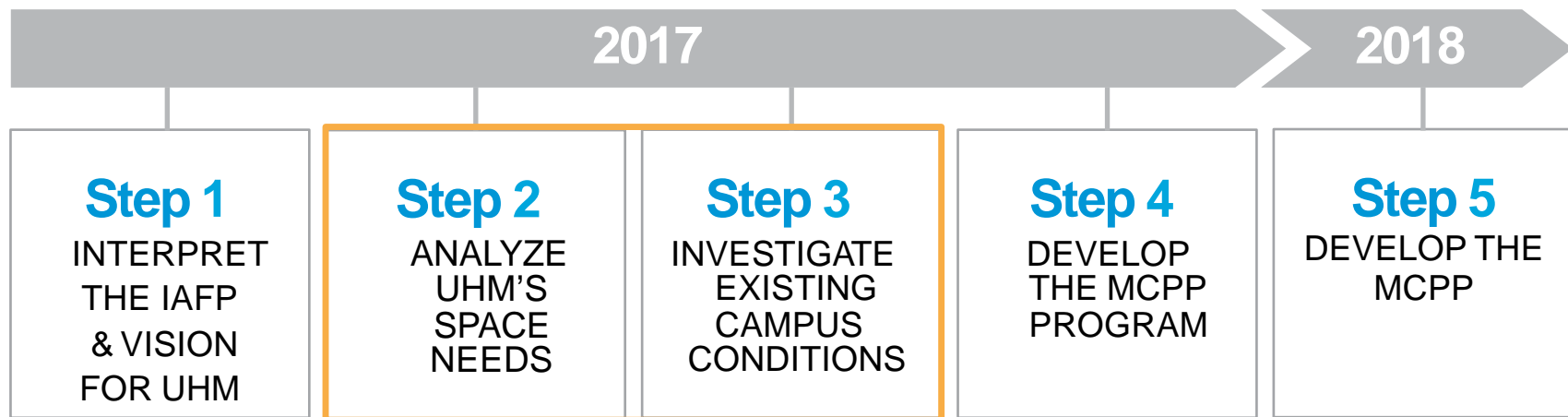


## 03. HOW WILL WE GET THERE?



03. HOW WILL WE GET THERE?

## WE ARE HERE..





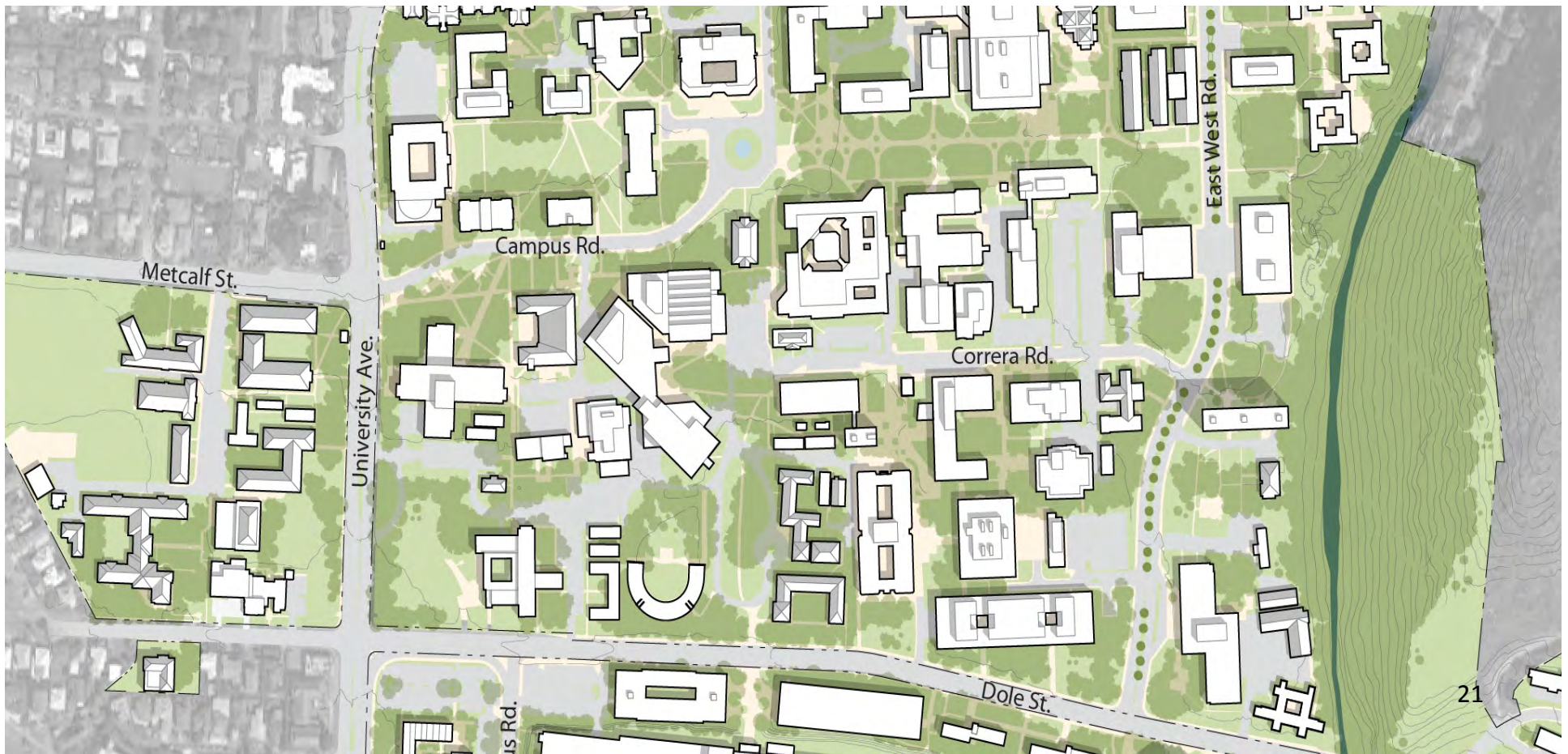
### 03. HOW WILL WE GET THERE?

## STEP 2. ANALYZE UHM'S SPACE NEEDS



### 03. HOW WILL WE GET THERE?

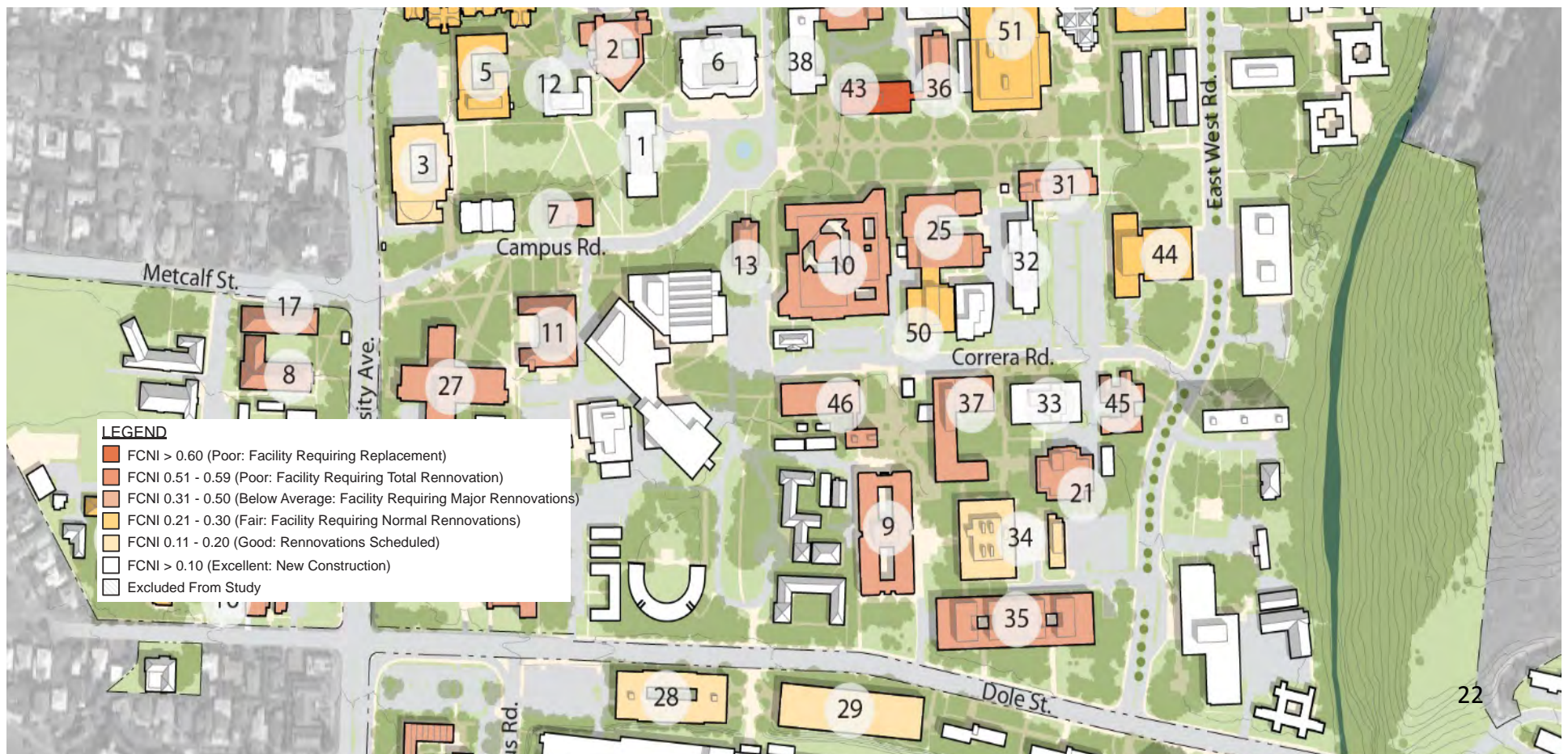
## STEP 3. INVESTIGATE EXISTING CAMPUS CONDITIONS





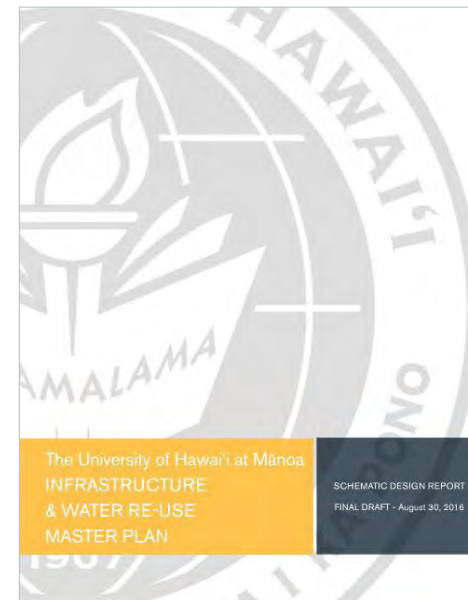
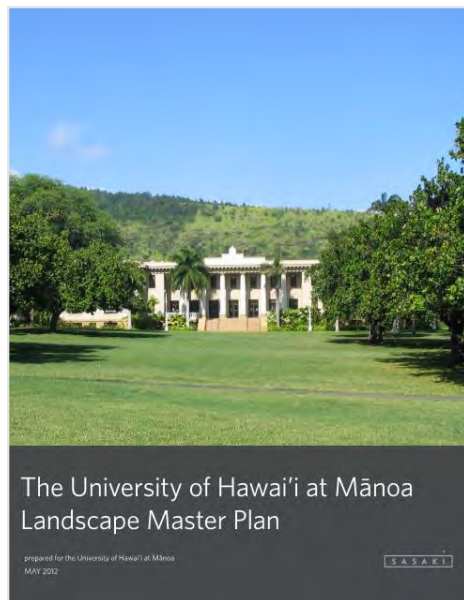
### 03. HOW WILL WE GET THERE?

## STEP 3. INVESTIGATE EXISTING CAMPUS CONDITIONS



### 03. HOW WILL WE GET THERE?

## STEP 3. INVESTIGATE EXISTING CAMPUS CONDITIONS



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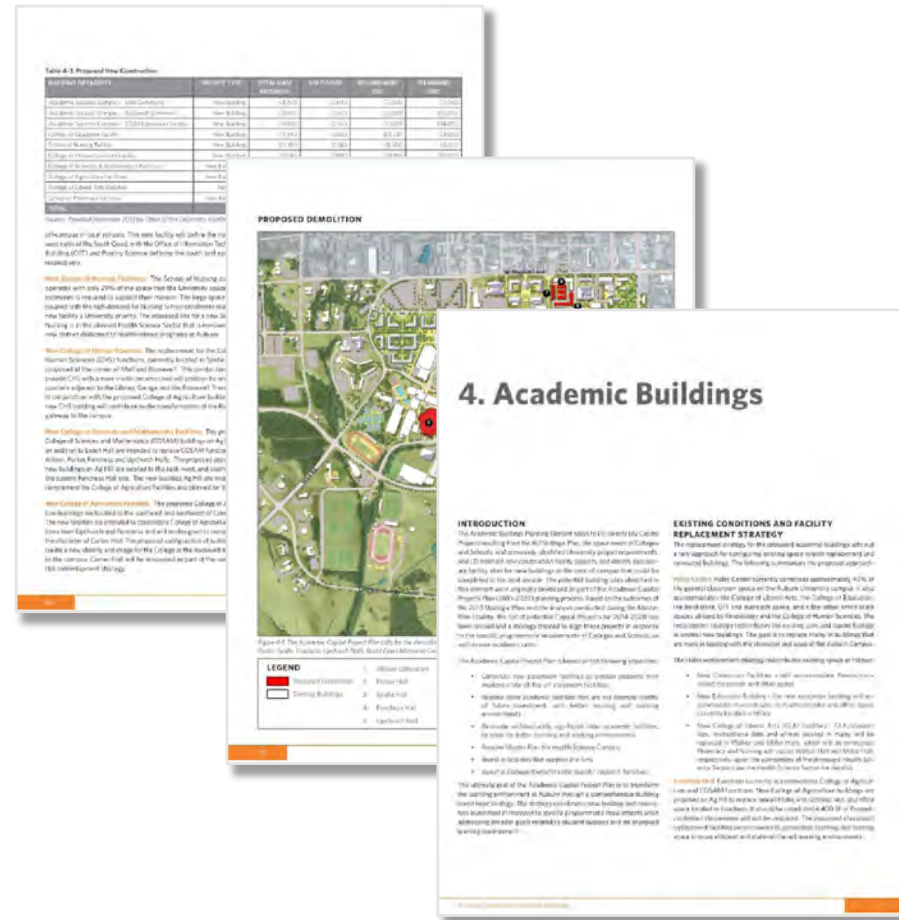
INTEGRATE INTO THE  
MCP



### 03. HOW WILL WE GET THERE?

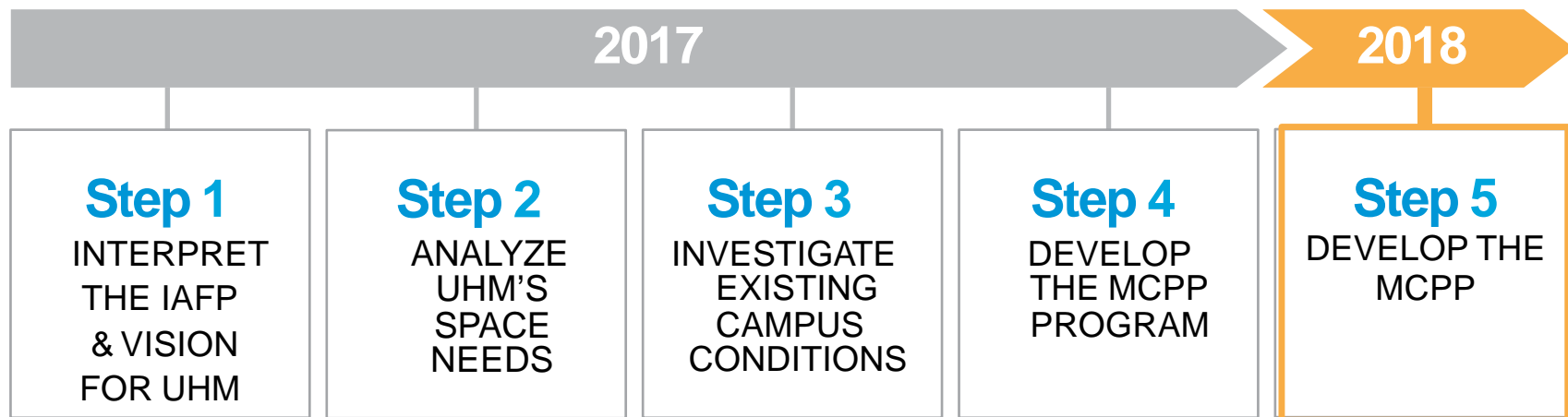
## STEP 4. DEVELOP THE MCPD PROGRAM

- ▶ Documents existing facility conditions
- ▶ Documents current & projected space needs
- ▶ Proposes the facilities to be renovated and developed over the next 20+ years



### 03. HOW WILL WE GET THERE?

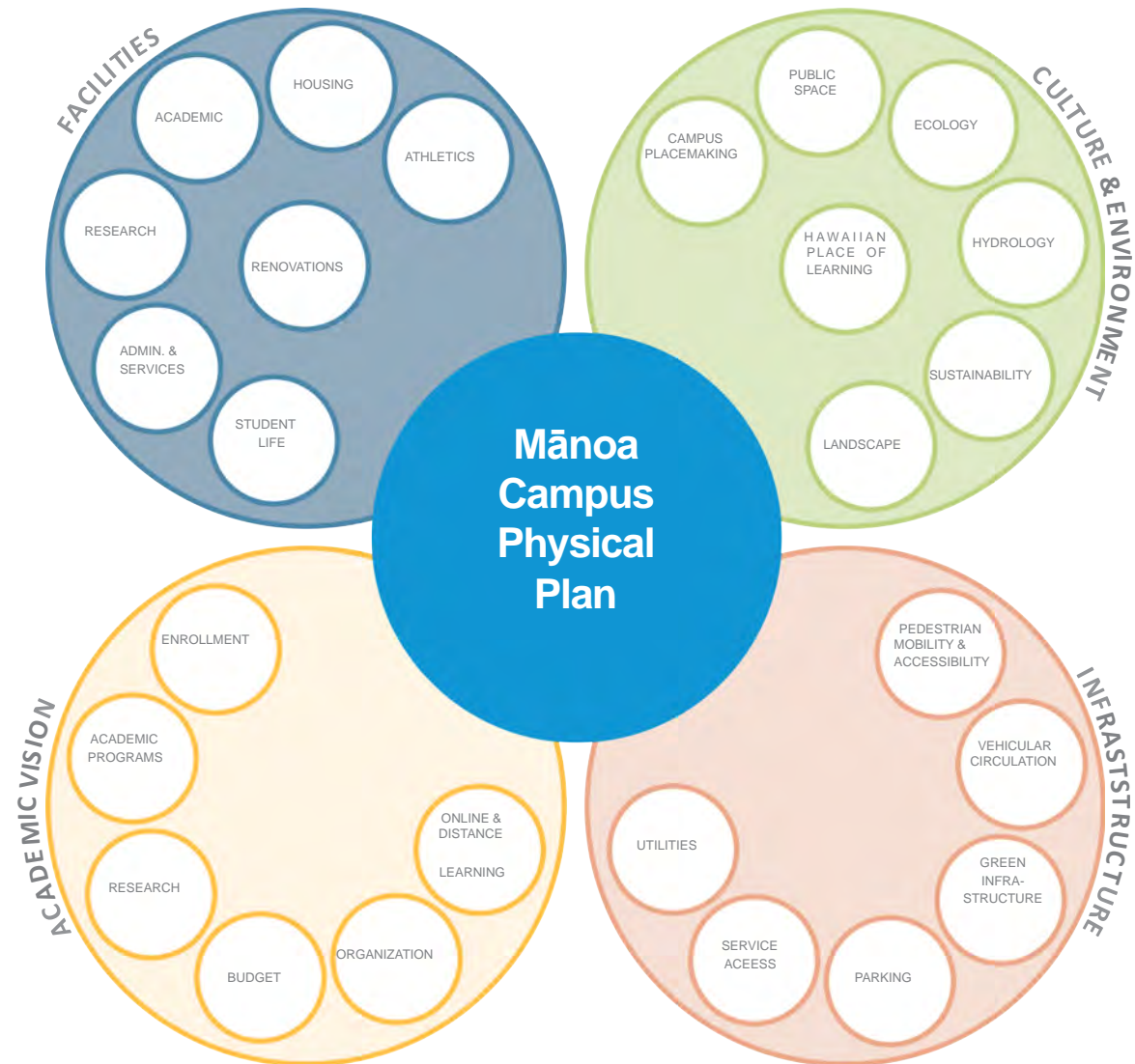
## NEXT YEAR



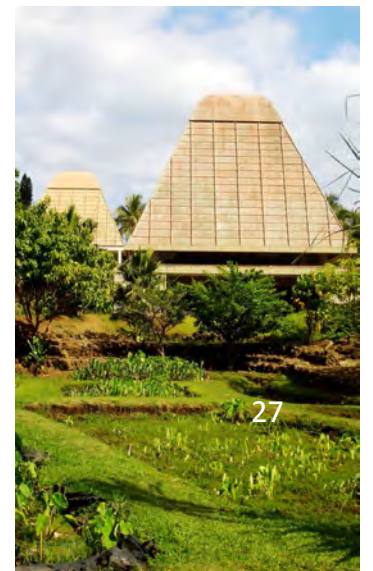


03. HOW WILL WE GET THERE?

## STEP 5. DEVELOP THE MCP











# MĀNOA CAMPUS PHYSICAL PLAN

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THANK YOU

**Amended**  
**Notice of Meeting**

**UNIVERSITY OF HAWAI'I**

**BOARD OF REGENTS COMMITTEE ON BUDGET AND FINANCE**

Members: Regent Ben Kudo (Chair), Regent Higaki (Vice-Chair), and  
Regents Acoba, McEnerney, Moore, and Tagorda

**Date:** Wednesday, May 17, 2017

**Time:** 10:00 a.m.

**Place:** University of Hawai'i at Mānoa  
Information Technology Building  
1<sup>st</sup> Floor Conference Room 105A/B  
2520 Correa Road  
Honolulu, Hawai'i 96822

**AGENDA**

**I. Call Meeting to Order**

**II. Approval of Minutes of the February 9, 2017 Meeting**

- III. Public Comment Period for Agenda Items:** All written testimony on agenda items received after posting of this agenda and up to 24 hours in advance of the meeting will be distributed to the board. Late testimony on agenda items will be distributed to the board within 24 hours of receipt. Registration for oral testimony on agenda items will be provided at the meeting location 15 minutes prior to the meeting and closed once the meeting begins. Written testimony may be submitted via US mail, email at [bor@hawaii.edu](mailto:bor@hawaii.edu), or facsimile at 956-5156. Oral testimony is limited to three (3) minutes.

**IV. Agenda Items**

- A. For Information:
1. FY17 Q3 UBS Legacy Endowment Investment Performance Report
  2. FY17 Q3 Financial Status Reports  
[https://www.hawaii.edu/budget/sites/www.hawaii.edu.budget/files/FY17\\_BOR\\_Qtrly\\_Report\\_Qtr3\\_1.pdf](https://www.hawaii.edu/budget/sites/www.hawaii.edu.budget/files/FY17_BOR_Qtrly_Report_Qtr3_1.pdf)
  3. Update on UHM Finances
- B. To Recommend Board Approval:
1. Proposed Change in the LLM Tuition Rate
  2. Establish Higher Tuition Rate as Standard for Community College Upper Division
  3. Revisions to RP 6.208 Board Exemptions to Non-Resident Tuition
  4. To Reprice and Increase University Housing Rates and Meal Plan Rate at the University of Hawai'i at Hilo
  5. Revision to Board of Regents Policy, RP 6.203, Fees, to Provide Consistent Guidance on Authority to Establish Student Housing Room Rates

**V. Adjournment**





UNIVERSITY  
*of* HAWAI'I®  
MĀNOA

# **Update on UH Mānoa Finances**

## **Focus on FY2017 Progress and Plans**

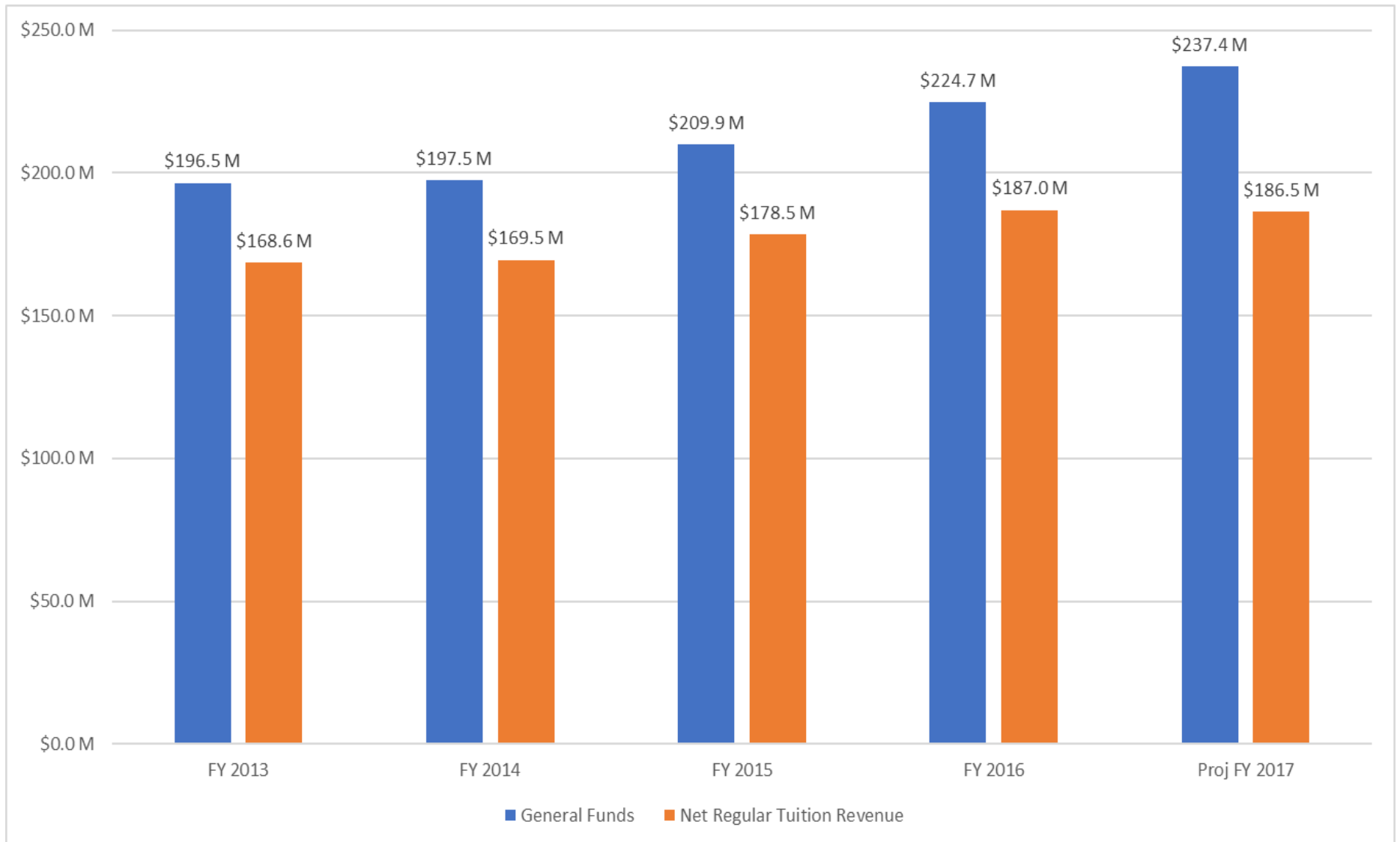
**May 17, 2017**

# Update on UH Mānoa Finances

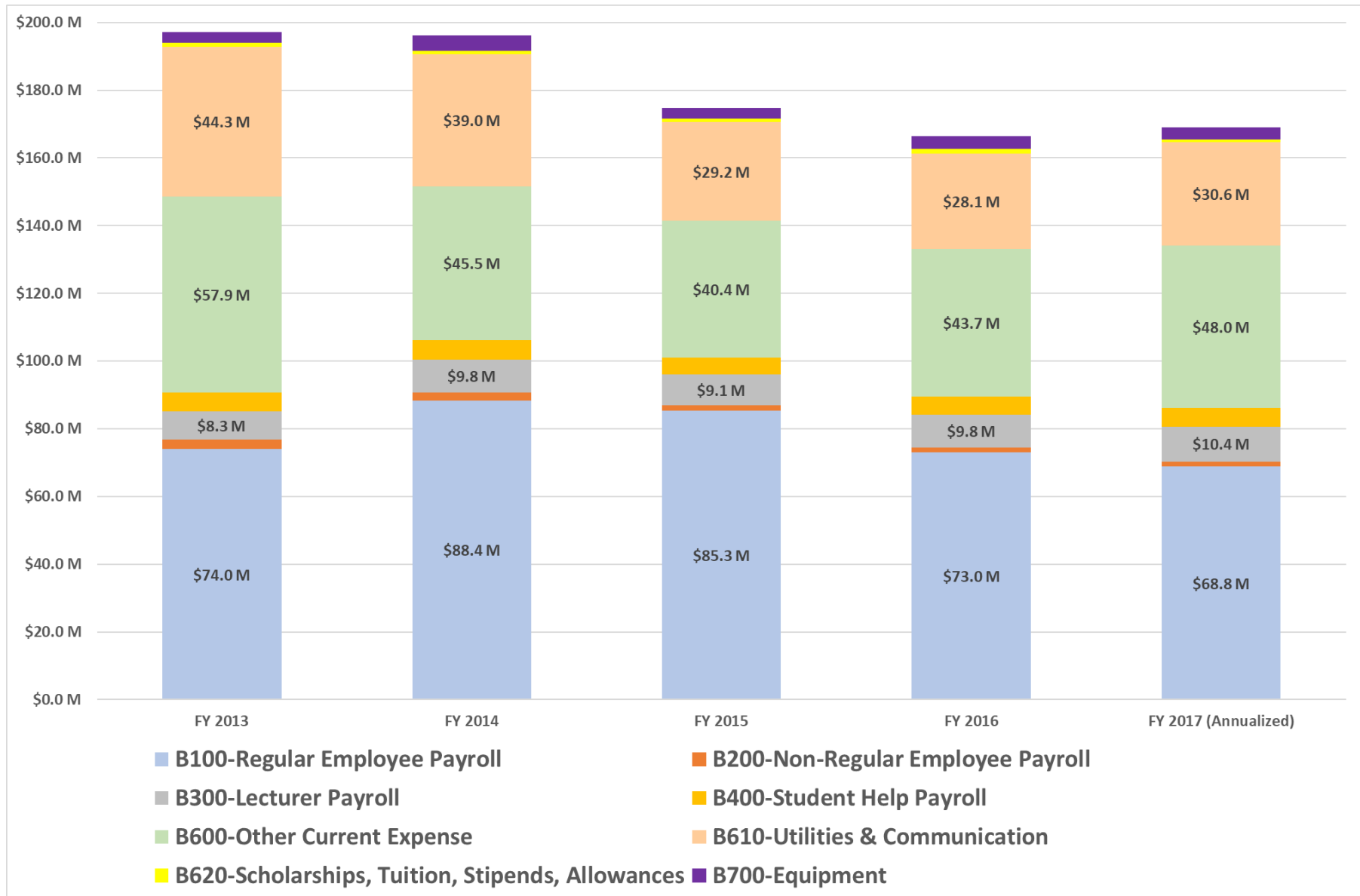
- **FY2017 Financial Status and Trends**
- **Budget Management Actions**
- **Additional Near Term Priorities and Plans**



# General Fund Allocation & Regular Tuition Net of Waivers FY 2013 – Projected FY 2017

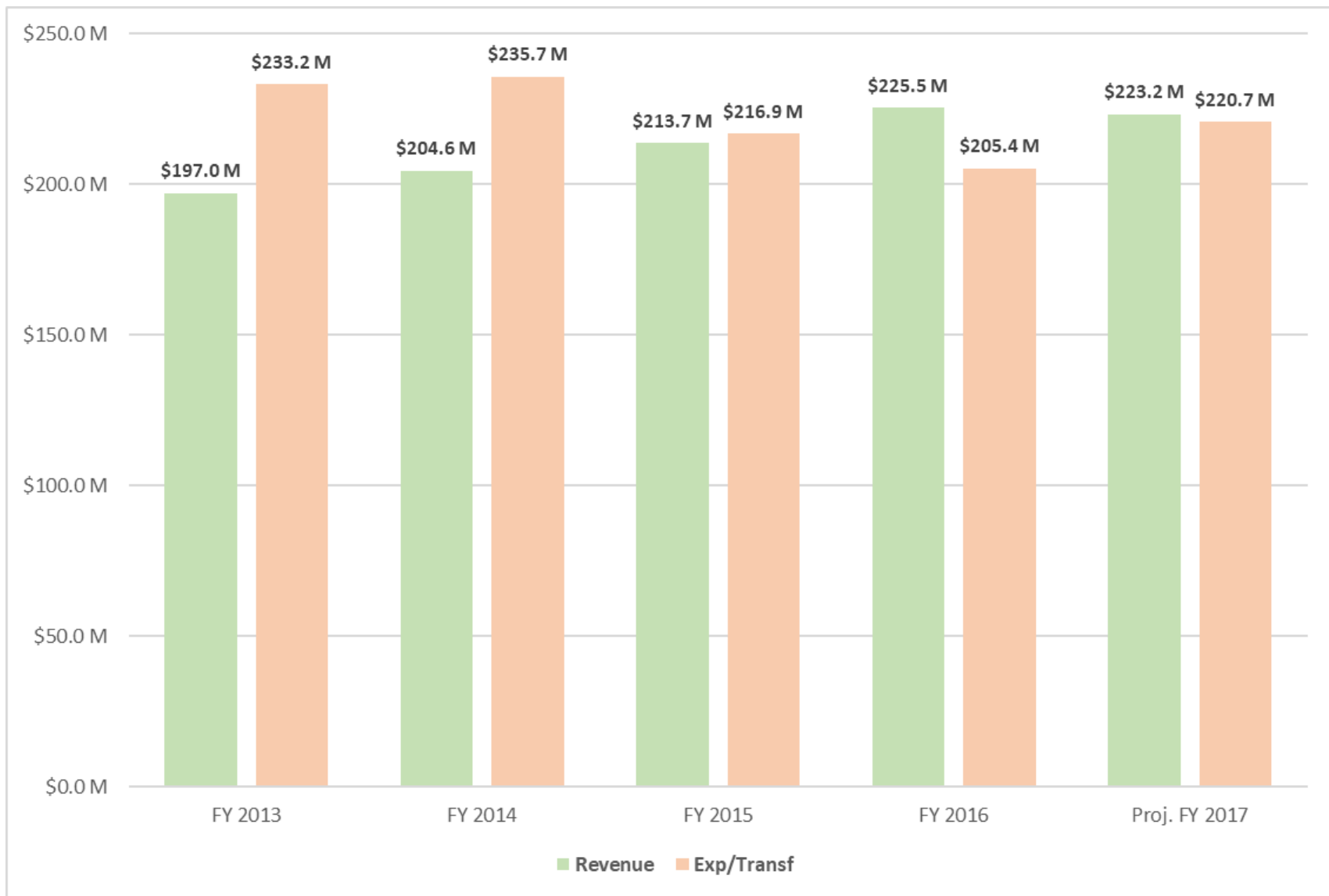


# Tuition Expenditures (All Types) (FY 2013 – Projected FY 2017)

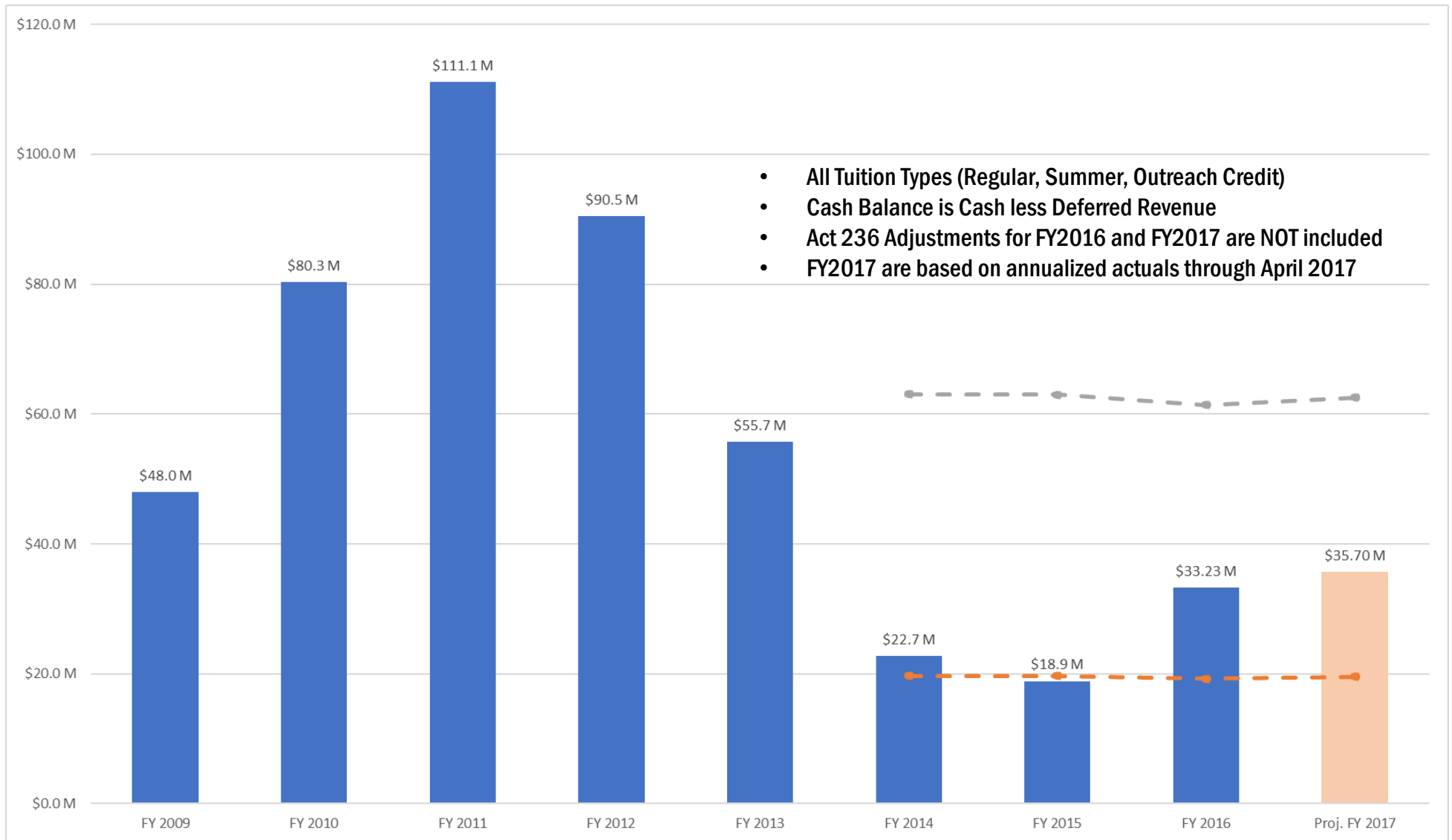




# TFSF Revenue vs. Expenditures & Net Transfers FY2013 – Projected FY 2017



# TFSF Cash Balance (FY 2009 – Projected FY 2017)

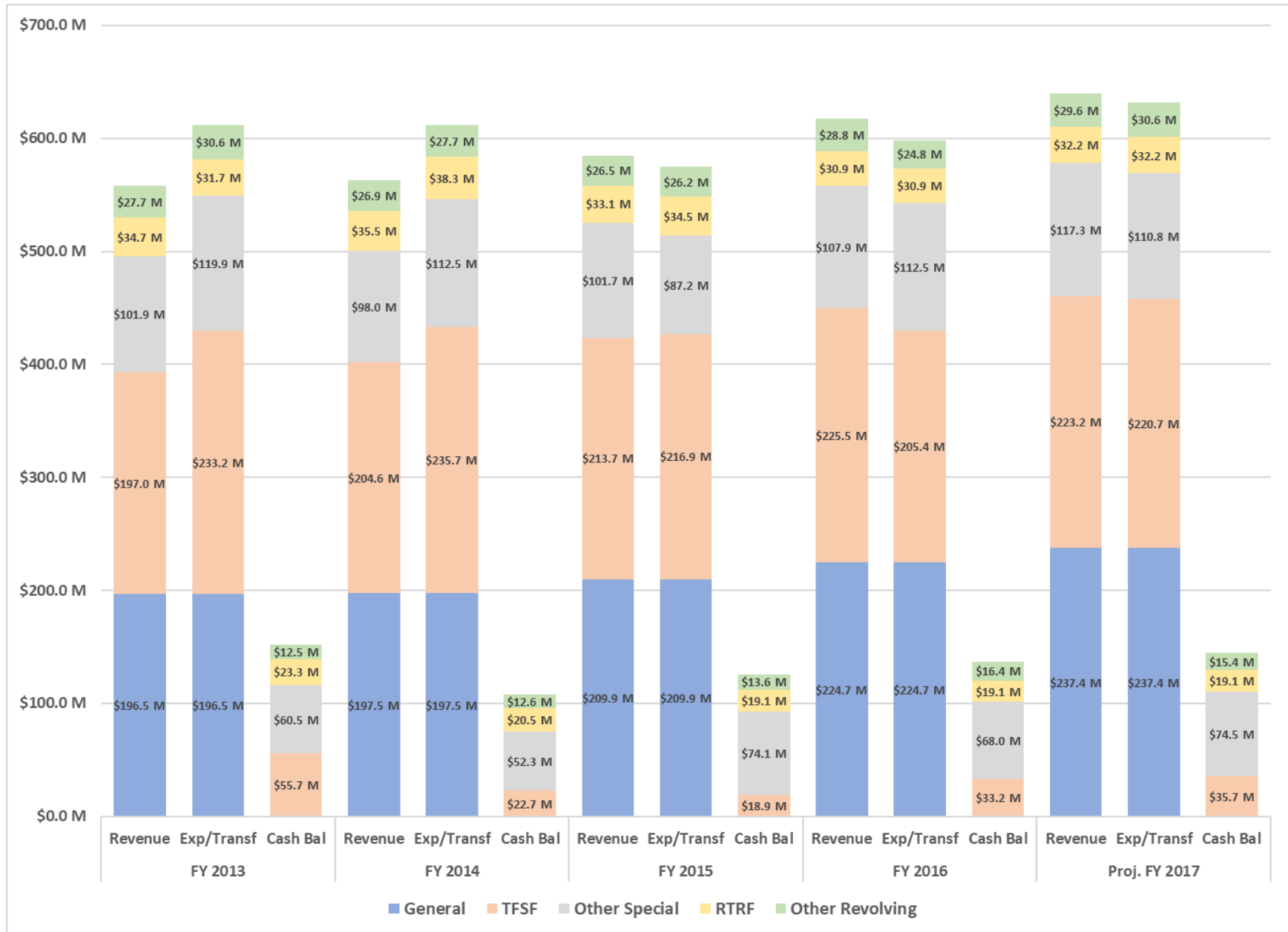


# TFSF Cash Balance by Unit Type





# Revenue, Expenditures/Net Transfers & Cash Balance (FY 2013 – Projected FY 2017)



# Update on UH Mānoa Finances

- FY2017 Financial Status and Trends
- **Current Budget Management & Tuition Allocation Model**
- Additional Near Term Priorities and Plans

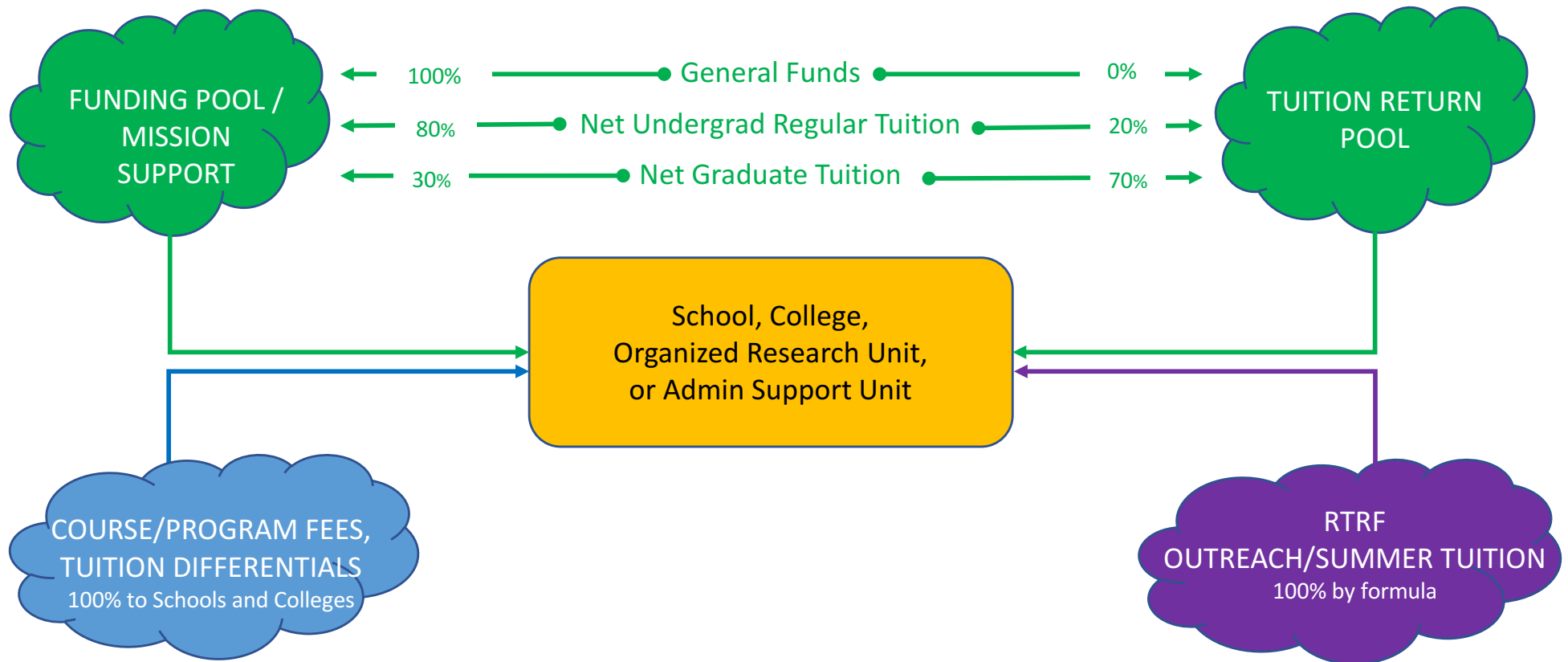
# **Manoa Budget Management – FY2017**

- **Manoa Budget Office regularly monitoring balances**
- **Reduction in the number of units that are in annual deficit**
- **Campus deficit is decreasing over time**
- **Centralized Position Control and Strategic Hiring**
- **First phase of consistent campuswide unit/department data to support information-based decision making**



# Budget Allocation Methodology – FY 18

## Phase 1



# Update on UH Mānoa Finances

- FY2017 Financial Status and Trends
- Current Budget Management & Tuition Allocation Model
- Additional Near Term Priorities and Plans

# **Additional Near Term Priorities and Plans**

- **Recovery Plans for Athletics and Cancer Center**
  - Systematic paydown of “forgiven” Athletics debt
- **Increase use of extramural funds for faculty salaries**
- **Institutionalize and increase teaching by non-I faculty**
- **College and departmental review of workload policies and practices**
- **Shared high performance administrative service centers**
- **Laser focus on enrollment management, including new programs that attract students**
- **Review/recommendation on non-resident tuition rates**
- **Drive enhanced research productivity**
- **Analyze tuition/budget model to include Outreach College and tuition waivers**



DTS 18132

Risa E. Dickson, Ph.D.

Vice President for Academic Planning and Policy



UNIVERSITY  
of HAWAII  
SYSTEM

UNIVERSITY OF HAWAII  
BOARD OF REGENTS

17 MAY 10 P1:48

March 30, 2017

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

17 APR -3 AM 1:23

RECEIVED

**MEMORANDUM**

TO: Benjamin Asa Kudo, Chair  
Committee on Budget and Finance

VIA: David K. Lassner  
President *David Lassner*

FROM: Risa E. Dickson  
Vice President for Academic Planning and Policy *Risa E. Dickson*

SUBJECT: Request to Approve Revisions to RP 6.208 Board Exemptions to Non-Resident Tuition

**SPECIFIC ACTIONS RECOMMENDED:**

It is recommended that the Board of Regents approve the following revisions to RP 6.208 Board Exemptions to Non-Resident Tuition in order to comply with Public Law 114-315 which modifies 38 U.S.C. 3679(c).

**RECOMMENDED EFFECTIVE DATE:**

Upon approval.

**PURPOSE:**

The purpose is to update RP 6.208 III.B.6.-8. and add B.9. to comply with Public Law 114-315. The updates to B.6.-8. are to comply with Veteran Administration guidance. The edit to B8. removes requirements deleted from previous federal law. The addition of B9. is to add a category mandated by Public Law 114-315.

**ACTION RECOMMENDED:**

It is recommended that the Board of Regents approve the proposed changes to RP 6.208 Board Exemptions to Non-Resident Tuition.

Attachments: Current RP 6.208 Board Exemptions to Non-Resident Tuition  
Proposed RP 6.208 Board Exemptions to Non-Resident Tuition  
(track change version)  
Proposed RP 6.208 Board Exemptions to Non-Resident Tuition  
(clean format)

Bachman Hall 204

2444 Dole Street

Honolulu, Hawai'i 96822

Telephone: (808) 956-6897

Fax: (808) 956-9119

An Equal Opportunity/Affirmative Action Institution



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Regents Policy Chapter 6, Tuition, Financial Assistance, and Fees  
Regents Policy RP 6.208, Board Exemptions to Non-Resident Tuition  
Effective Date: May 21, 2015  
Prior Dates Amended: June 16, 2006; Nov. 16, 2006; Oct. 31, 2014 (recodified)  
Review Date: August 2018

### **I. Purpose**

To set forth policy regarding exemptions to non-resident tuition.

### **II. Definitions**

No policy specific or unique definitions apply.

### **III. Policy**

A. The students affected by the following guidelines are classified as non-residents for admission and tuition purposes. In accordance with board policy, nonresident students are admitted on a space available basis with the understanding that priority for admission is given to qualified residents.

B. The following categories of students will receive a waiver of the nonresident tuition differential:

1. East-West Center student grantees pursuing baccalaureate or advanced degrees;
2. United States military personnel stationed in Hawai'i on active duty, and their authorized dependents during the period that the personnel are stationed in Hawai'i;
3. Members of the Hawai'i National Guard and the Hawai'i Reserves;
4. Native Hawaiians whose domicile is outside of Hawai'i;
5. Employees of the university, their spouses, and their dependents;
6. Veterans of the United States Armed Forces eligible to use Post 9/11 GI Bill or Montgomery GI Bill Active Duty educational benefits, who live in Hawai'i, and enroll at

the university within three years of discharge from a period of active duty service of 90 days or more;

7. Individuals eligible to use transferred Post 9/11 GI Bill or Montgomery GI Bill Active Duty educational benefits, who live in Hawai'i, and enroll at the university within three years of the transferor's discharge from a period of active duty service of 90 days or more.

Individuals eligible to use Post 9/11 GI Bill educational benefits under the Marine Gunnery Sergeant John David Fry Scholarship, who live in Hawai'i, and enroll at the university within three years of the servicemember's death in the line of duty following a period of active duty service of 90 days or more.

C. With the written approval of the chancellor, campuses may, for those nonresident students whose special talents and/or unique skills will make a significant contribution to campus life, exempt the nonresident portion of tuition. If instituted, the total number of exemptions granted in any given year should be established in accordance with the campus's strategic enrollment management goals, not exceed two percent of campus enrollment in any given year, and be reviewed/promulgated on a biennial basis.

D. Citizens from an eligible Pacific Island district, commonwealth, territory, or insular jurisdiction, state or nation which provides no public higher education institution granting baccalaureate degrees are charged 150 percent of the resident tuition rate. The Office of the President updates and distributes the list of eligible Pacific Island jurisdictions.

#### **IV. Delegation of Authority**

There is no policy specific delegation of authority.

#### **V. Contact Information**

Office of the Vice President for Academic Affairs, 956-7075, risad@hawaii.edu

#### **VI. References**

- A. <http://www.hawaii.edu/offices/bor/>
- B. EP 6.207

**Approved:**



approved as to Form:

\_\_\_\_\_  
Cynthia Quinn      Date  
Executive Administrator and Secretary of the Board of Regents



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Regents Policy Chapter 6, Tuition, Financial Assistance, and Fees  
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5. Employees of the university, their spouses, and their dependents;
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9. Individuals eligible to use transferred Post 9/11 GI Bill educational benefits, who live in Hawai'i, and whose transferor is a member of the uniformed service who is serving on active duty.

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**Approved:**

approved as to Form:

\_\_\_\_\_  
Cynthia Quinn      Date  
Executive Administrator and Secretary of the Board of Regents



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- B. EP 6.207



**Approved:**

approved as to Form:

---

Cynthia Quinn      Date  
Executive Administrator and Secretary of the Board of Regents



UNIVERSITY  
of HAWAII®  
SYSTEM

UNIVERSITY OF HAWAII  
BOARD OF REGENTS

David Lassner  
President

DTS 18219

17 MAY -9 A8:51

May 2, 2017

RECEIVED

TO: Jan Naoe Sullivan  
Chair, Board of Regents

17 MAY -9 A8:34

FROM: David Lassner  
President

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

SUBJECT: Revision to Board of Regents Policy, RP 6.203, Fees, to Provide  
Consistent Guidance on Authority to Establish Student Housing Room  
Rates

SPECIFIC ACTION REQUESTED:

It is requested that the Board of Regents approve the proposed changes to Board of Regents Policy, RP 6.203, Fees, to conform this general policy to RP 7.205, Student Housing regarding the authority of the President to establish student housing room rates, and to clarify certain provisions in RP 6.203 regarding Board-approved fees and the need for Board approval in the event of a reduction in fees.

RECOMMENDED EFFECTIVE DATE:

July 1, 2017.

ADDITIONAL COST:

There are no additional costs associated with this request.

PURPOSE:

The changes proposed would eliminate the inconsistency between two chapters of Regents Policy and unambiguously delegate to the President or the President's designee the authority to establish student housing room rates. In addition, the proposed version clarifies that "housing fees" are distinct from "housing room rates", and that "housing fees" have been established by the Board of Regents pursuant to RP 6.203, and that "housing room rates" are approved by the President or his designee pursuant to RP 7.205. The revisions would require Board approval only for increases (as opposed to reductions) in fee amounts that exceed certain thresholds.

BACKGROUND:

RP 7.205 is the Regents Policy on Student Housing. Paragraph III.D.1 clearly states that "Student housing room rates are established by the president or the president's designee in accordance to guidelines set forth in executive policy."

RP 6.203 is the Regents Policy on Fees, which provides general guidance on all types of student fees. Paragraph III.A.3 currently designates housing fees among the fees with rates approved by the Board of Regents.

In the past, out of an abundance of caution, these two policies have been interpreted to require board approval of housing room rates, which is inconsistent with the express provision in RP 7.205. This inconsistency can be resolved by clarifying that housing room rates are set by the President pursuant to RP 7.205, and that RP 6.203 only pertains to housing fees (which have already been established by the board). This will ensure that RP 7.205, the policy specifically designed to provide BOR direction on student housing, is not contradicted elsewhere by practice or by another Regents Policy on the matter of delegation of housing rates.

In addition, the proposed revisions would require the Board to act to approve increases in fees above certain thresholds, but reserves for the President or his designee the ability to adjust fees downward without Board approval.

ACTION RECOMMENDED:

It is requested that the Board of Regents approve the proposed changes to Board of Regents Policy, RP 6.203, Fees, to conform this general policy to RP 7.205, Student Housing regarding the authority of the President to establish student housing room rates.

Attachments

BOR Policy RP 7.205 (for reference)

BOR Policy RP 6.203, clean

BOR Policy RP 6.203, red line





Regents Policy Chapter 7, Student Affairs  
Regents Policy RP 7.205, Student Housing  
Effective Date: Apr. 22, 2005

Prior Dates Amended: May 12, 1977; Dec. 12, 1986; July 16, 1993; Feb. 18, 1994; Apr. 22, 1994; Nov. 11, 1999; Oct. 19, 2001; Jan. 20, 2005; Oct. 31, 2014 (recodified)

Review Date: August 2018

## **I. Purpose**

To set forth policy regarding student housing goals, objectives, assignment priorities and room rates.

## **II. Definitions**

No policy specific or unique definitions apply.

## **III. Policy**

### **A. Student Housing Goals for the University**

1. It shall be a goal of the university's student housing program to provide reasonable levels of accommodations for students who are residents of the state.

### **B. Objectives of the Student Housing Program**

1. There are two sets of objectives that guide the student housing program at the university; one set is educational in nature and the other is managerial. The educational objectives comprise a variety of commitments both to the development of the individual student and to the development of residence hall communities. The management objectives are expressed in the maintenance of certain operational standards and fiscal accountability, while ensuring that the students' health, safety and security are uncompromised in the design and operation of the residence halls. These dual objectives uniquely characterize student housing as both an educational program and an administrative function that is managed in accordance with the highest operational, personnel, fiscal and safety standards.

### **C. Student Housing Assignment Priorities**

1. As long as the demand for student housing exceeds its availability, there will be a need to develop and maintain housing assignment policies that seek to assure that Hawai'i resident students with the greatest physical and educational needs are assigned highest priority for suitable and available spaces. A student's physical need for housing is understood to increase in direct proportion to the distance of the campus from the student's home and the student's educational need for housing is considered greatest during the first year of college and diminishes thereafter. Within this context, the first objective of the housing assignment priority system is to provide space in student housing for all Hawai'i resident students who live beyond reasonable commuting distance to the campus at which they are enrolled. The university recognizes the educational desirability of achieving a diversity of resident and nonresident students in our housing facilities. Therefore, the university supports the achievement of such diversity provided that the assignment of nonresident students is undertaken only after all high priority resident students have been accommodated. It must be understood that the fiscal soundness of the housing operation requires that application deadlines be established, and that vacancies remaining after the processing of all timely applications be filled on a first-come-first-served basis.

2. Assignment priorities may make considerations to accommodate students' special needs and campus and system enrollment goals as deemed by the president or president's designee. Student housing assignment priorities for special campuses shall be delegated to the president or the president's designee.

**D. Student Housing Room Rates**

1. Student housing room rates are established by the president or the president's designee in accordance to guidelines set forth in executive policy.

a. Housing rates for conferences. The board delegates to the president, who may at his/her discretion delegate to the chancellors or their designees, the authority to negotiate and set housing rates for conferences, provided that said rates shall enhance the support of the University Revenue Undertaking Fund pursuant to the board's covenants in its Bond Resolution adopted on January 18, 1973.

b. The university adheres to all applicable local, state, and federal antidiscrimination laws including the state Discrimination in Real Property Transaction law (Section 515-1 et.seq., HRS) in providing student housing services.

**IV. Delegation of Authority**

Setting assignment priorities and room rates shall be delegated to the president or the president's designee. See RP 7.205(C)(2) and (D)(1)(a).

**V. Contact Information**

Office of the Board of Regents, 956-8213, bor@hawaii.edu

**VI. References**

- A. <http://www.hawaii.edu/offices/bor/>
- B. Bond Resolution, adopted January 18, 1973
- C. Discrimination in Real Property Transaction law (Section 515-1 et.seq., HRS)
- D. EP 7.201

**Approved:**

approved as to Form:

\_\_\_\_\_  
Cynthia Quinn      Date  
Executive Administrator and Secretary of the Board of Regents





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Regents Policy Chapter 6, Tuition, Financial Assistance, and Fees

Regents Policy RP 6.203, Fees

Effective Date: October 16, 2014

Prior Dates Amended: Nov. 16, 2006; am: Nov. 21, 2008, ad: Mar. 20, 2009; am: Apr. 16, 2009; Oct. 31, 2014 (recodified)

Review Date: August 2018

### **I. Purpose**

To set forth policy establishing board-approved fees and fee adjustment authority.

### **II. Definitions**

No policy specific or unique definitions apply.

### **III. Policy**

A. The following fees, which impact a student's cost of attendance, are established by the board and in specific instances the fee amounts themselves require approval by the board. Proposals for new fees that impact a student's cost of attendance must be must be approved by the board, and accompanied by operational and financial plans that describe when the proposed fees will begin, when the proposed services will be available, and whether and how fee revenue will be utilized in any interim period to support start up the new services. These include:

1. Professional fees, which may be assessed to students enrolled in select undergraduate professional programs that have high costs in comparison to other instructional programs with the same tuition. Revenues from fees are earmarked to ensure programs have the equipment, supplies, and services available to meet accreditation standards. The students are generally assessed the professional fee once each semester during enrollment in the program. The fee is not necessarily applied during summer or other short terms;

Increases to professional fees are capped at the rate of undergraduate resident tuition increases for that campus during the same academic year the proposed fee increase will take effect. For example, if the rate of increase for resident undergraduate tuition at a campus is three percent in the next academic year, likewise, professional fee

increases can be increased up to no more than three percent in that same academic year;

The president or the president's designee is delegated the authority to approve proposed adjustments to previously established professional fees that fall at or below the cap. Proposed increases above the cap must be approved by the board. Proposals must be submitted for approval at least one semester in advance of the effective date. Professional fees are to be reviewed annually by the campus. The schedule of professional fees is available in Executive Policy E6.201, Tuition Schedules.

## 2. Mandatory student fees

a. Mandatory student fees shall be generally assessed of all students, in amounts set in accordance with Board of Regents policies, and as set forth in a fees schedule attached to Executive Policy EP 6.208.

b. Student organization fees are mandatory fees used to fund the operations of student governance organizations and other co-curricular student activities, publications, broadcasting, and campus center operations.

c. Distance education students who cannot take advantage of services offered by the student organizations, such as those requiring on-campus attendance, may be exempt from the assessment of these fees; and

d. The president or the president's designee is delegated the authority to adjust these fees (with the exception of mandatory student fees related to intercollegiate athletics and UPASS), provided that fee increases shall not exceed the increase in the real cost of services provided to the students or 3% per year, whichever is less. The president shall first consult with the respective student government and provide a minimum of a one semester notice to the student body of a fee increase, and a written report to the board outlining the rationale for the increase.

B. The following fees are established by the board. Once a fee is established by the board in the following categories, the board delegates to the president the authority to make adjustments to the fee rate. These types of fees include:

1. Housing fees, including but not limited to application and cancellation fees . Housing room rates are distinct from "housing fees", and student housing room rates are established pursuant to Regents Policy RP 7.205.

2. Course and laboratory fees, which may be assessed to students enrolled in select courses that have unique costs in comparison to standard offerings or which are outside the normal credit course offerings;

3. Transaction and service fees, which may be assessed to users of selected services as a means to offset all or part of the cost of providing the service or as a result of other directly related costs incurred to the institution;

4. Ancillary and auxiliary service fees, which are the charges for certain university services used by students, faculty, staff, and the general public. The revenues are used to offset all or part of the operational costs of providing those services, including in some instances the bond indebtedness. Programs shall be responsible for providing public notice of the applicable charges;

5. Commercial enterprise and other self-supporting operations which are certain programs, goods, and services provided by the university to students and the general community on a self-support basis. These programs are expected to make sufficient revenue to offset their costs and to provide overhead support to overall campus operations. Because the charges associated with these programs, goods, and services are subject to market demand, changing supply costs, competition, and rapid change, they are not subject to prior approval by the board; and

6. Athletic admission fees and charges to athletic events, which are charges to university athletic events based on the premise that athletic programs are expected to be largely self-sufficient while providing one of the major venues for interaction between the university and its external constituencies.

C. A list of board-approved fees (including, but not limited to, mandatory student fees, housing fees, course and laboratory fees, transaction and service fees, ancillary and auxiliary service fees, and athletic admission fees and charges to athletic events) may be found as Attachment 1 at the end of this chapter.

#### **IV. Delegation of Authority**

Authority to approve proposed increases to previously established professional fees that fall at or below the cap is delegated to the president or president's designee. See RP 6.203(A)(1).

Authority to raise mandatory student fees (with the exception of mandatory student fees related to intercollegiate athletics and UPASS) by up to 3% per year, but no more than the increase in the real cost of services provided to the students is delegated to the president or president's designee. See RP 6.203(A)(2)(c).



Authority to adjust fee rate delegated to the president. Se RP 6.203(B).

**V. Contact Information**

Office of the Vice President for Academic Affairs, 956-7075, risad@hawaii.edu

**VI. References**

- A. <http://www.hawaii.edu/offices/bor/>
- B. RP 7.205
- C. EP 6.202

**Approved:**

Approved as to Form:

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Cynthia Quinn      Date  
Executive Administrator and Secretary of the Board of Regents



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The president or the president's designee is delegated the authority to approve proposed adjustments to previously established professional fees that fall at or below the cap. Proposed increases above the cap must be approved by the board. Proposals must be submitted for approval at least one semester in advance of the effective date. Professional fees are to be reviewed annually by the campus. The schedule of professional fees is available in Executive Policy E6.201, Tuition Schedules.

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**V. Contact Information**

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**VI. References**

A. <http://www.hawaii.edu/offices/bor/>

B. ~~RP 7.205~~

C. ~~EP 6.202~~

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**Approved:**

Approved as to Form:

\_\_\_\_\_  
Cynthia Quinn      Date  
Executive Administrator and Secretary of the Board of Regents

**Notice of Meeting**

**UNIVERSITY OF HAWAI'I**

**BOARD OF REGENTS' COMMITTEE ON RESEARCH AND INNOVATION**

Members: Regent Eugene Bal (Chair), Regent Ben Kudo (Vice Chair), and Regents Higaki, Higa, and Putnam

**Date:** Wednesday, May 17, 2017

**Time:** 12:00 p.m.

**Place:** University of Hawai'i at Mānoa  
Information Technology Building  
1<sup>st</sup> Floor Conference Room 105A/B  
2520 Correa Road  
Honolulu, Hawai'i 96822

**AGENDA**

**I. Call Meeting to Order**

**II. Approval of Minutes of the April 6, 2017 Meeting**

**III. Public Comment Period for Agenda Items:** All written testimony on agenda items received after posting of this agenda and up to 24 hours in advance of the meeting will be distributed to the board. Late testimony on agenda items will be distributed to the board within 24 hours of receipt. Registration for oral testimony on agenda items will be provided at the meeting location 15 minutes prior to the meeting and closed once the meeting begins. Written testimony may be submitted via US mail, email at [bor@hawaii.edu](mailto:bor@hawaii.edu), or facsimile at 956-5156. Oral testimony is limited to three (3) minutes.

**IV. Agenda Items**

1. For Information: Update on Advancing Research at UH Mānoa

**V. Adjournment**





UNIVERSITY  
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MĀNOA

# **Update on Advancing Research at UH Mānoa**

**April, 2017  
M. Bruno**



UNIVERSITY  
of HAWAII  
MĀNOA

# Update on Advancing Research at UH Mānoa

- **Mānoa Strategic Plan – Research**
- **Comprehensive External Review of Research @ Mānoa – April 26-28**
- **Resource Management Matters**





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MĀNOA

# **UHM Strategic Plan for research, including strategic hiring and investments**



**Overarching Goal: Increase the volume and impact of UH Mānoa research  
ACROSS disciplines**

**Five target areas:**

- 1. Improve faculty research development support (across all academic units and ORUs)**
- 2. Reduce faculty research administrative burden**
- 3. Improve use and support of core research facilities**
- 4. Enable and support student research**
- 5. Understand – and communicate – the impact of research**

## Process

- **Working group began with the VCR Research Advisory Council (RAC)**
- **RAC sub-committees assigned in each of the 5 target areas**
- **Each sub-committee then invited additional members to ensure diversity in membership, remembering that there are many definitions of “research” across campus**
- **Each sub-committee instructed to engage the wider campus community, via emails, surveys, focus groups, etc.**
- **Each sub-committee instructed to be mindful of metrics, milestones, and timelines.**
- **The report is prepared using the matrix framework that has already been adopted for other sections of the Mānoa Strategic Plan (viewable on the VCAA website)**

## Summary of Primary Action Plans

### **1. Improve faculty research development support**

Create a web--enabled Faculty Research Innovation Education N Development "FRIEND" database to promote/enable collaboration

### **2. Reduce faculty research administrative burden**

Provide support to PIs in units with poor admin infrastructure; also develop cookbooks & listserv

### **3. Improve use and support of core research facilities**

Complete inventory of campus research facilities; online searchable information resource for campus core facilities.

### **4. Enable and support student research**

Create Undergraduate Research Office (URO). Transition Undergraduate Research Opportunity Program (UROP) to OVCR

### **5. Understand – and communicate – the impact of research**

Communication & outreach faculty training; Add research-related capacity to UH News and Communications Office; Unit-based network of communicators



# **THE BIG ISSUES:**

- **Comprehensive review of the Organized Research Units**
  - **new ORUs?**
  - **re-organized ORUs?**
  - **new models?**
- **Expectations for Research Faculty, including teaching. Already underway.**
- **Strategic hiring, including across Organized Research Units and Academic Units**

# **Strategic Hiring**

- **Centralized position counts**
- **Workload policies**
- **Letters of hire**
- **New, multi-disciplinary research & education initiatives**
  - **MAHALO: Microbial Alliances for Health, Agriculture, Living models, and Ocean systems**
  - **Sustainability and Resilience Institute**
  - **Data Sciences**

# **Comprehensive review of Research @ Mānoa**

## **External Advisory Committee**

- **7 members, including**
  - **Dr. Jay Walsh, VP for Research at Northwestern University**
  - **Dr. Frank Fernandez, former Director of DARPA**
  - **Dr. Steven J. Burakoff, M.D., Director of The Tisch Cancer Institute at the Icahn School of Medicine at Mount Sinai**
  - **Dr. Ruth David, founding President of ANSER and former Deputy Director of the CIA for science and technology, member of the NAE, the NSB, and the DSB**
  - **Dr. Dinesh Verma, Dean and Professor of Systems Engineering, Executive Director, Systems Engineering Research Center (SERC), Stevens Institute of Technology**
  - **Dr. Patrick K. Sullivan, PE, Chairman, CEO & Founder, Oceanit**
  - **Dr. Diana Finzi, Director of the Basic Sciences Program (BSP) in the Division of AIDS (DAIDS), National Institutes of Health (NIH)**



# **Comprehensive review of Research @ Mānoa**

**We are interested in receiving advice and guidance on several critical issues including**

- 1) Is the ORU model still relevant and effective in today's academic research environment?;**
- 2) Are there other organizational models we should consider?; and**
- 3) Should we consider creating new ORUs (or other such organizations) and if so, in which domain(s)?**

# **Comprehensive review of Research @ Mānoa**

## **Schedule:**

**April 26 – 28**

- **Meetings with OVCR team and RAC**
- **30-min presentations by deans and directors, including ORUs and “academic units” with active research programs. 19 in all.**
- **Tour of Kaka’ako campus**
- **Tour of UHM labs**
- **Poster session in I-Lab**
- **Two evening social events**

# **Appendices**

# Members of the Research Advisory Council

Michael Bruno, Chair  
Vice Chancellor for Research,

Paul Brandon  
Director, Curriculum Research Development Group, College of Education

Makena Coffman  
Professor, Urban and Regional Planning, College of Social Sciences

Thomas Ernst  
Professor, Department of Medicine, John A. Burns School of Medicine

Daniel Friedman  
Dean, School of Architecture

David Garmire  
Assistant Professor, Electrical Engineering, College of Engineering

Ruth Gates  
Researcher, Hawaii Institute of Marine Biology, SOEST

Mariana Gerschenson  
Director of Research Services, John A. Burns School of Medicine

of Medicine  
Thomas Giambelluca  
Professor, Geography, College of Social Sciences

Vernadette Gonzalez  
Undergraduate Research Opportunities Program, Office of Undergraduate Education

Guenther Hasinger  
Director, Institute for Astronomy

Gwen Jacobs  
Director, Cyberinfrastructure, Information Technology Services, UH System

Philip Johnson  
Professor, Information and Computer Sciences, College of Natural Sciences

Velma Kameoka  
Associate Vice Chancellor for Research; Professor, Psychology

Hannah Liebreich  
Graduate Student Organization,

Creighton Litton  
Associate Professor, Natural Resources and Environmental Management

David Sanders  
Astronomer, Institute for Astronomy

Bruce Shiramizu  
Professor, Departments of Tropical Medicine; Medical Microbiology and  
Pharmacology; Pediatrics; Medicine, School

Todd Simeroth and Jessica Chen  
Associated Students of the University of Hawai'i,

Duane Stevens  
Professor, Department of Meteorology, SOEST, UH Mānoa



## Additional Members of the Strategic Planning Team

Hanalei Abbott  
Grant Development Specialist, Social Science Research Institute, College of Social Sciences,

Lauren Anzai  
Interim Director of Administrative Services, Institute for Astronomy

Philip von Doetinchem  
Assistant Professor, Physics, College of Natural Sciences

Yaa-Yin Fong  
Director, Office of Research Services, UH System

Marcie Grabowski  
Outreach Coordinator, SOEST

J. Kenneth Grace  
Associate Dean for Research, CTAHR

Bruce Hamakawa  
Administrative Officer, OVCR

Mark Hixon  
Professor of Marine Biology, Department of Biology, College of Natural Sciences

Tammy Ho  
Research Administrator, Grants Development Office, John A. Burns School of Medicine

Kevin Kelly  
EPSCoR, SOEST

Kristin Kumashiro  
Interim Dean, College of Natural Sciences

Margaret McFall-Ngai  
Director and Professor, Pacific Biosciences Research Center, UH Mānoa

Teresa Medeiros  
Director of Fiscal Services, SOEST

Dan Meisenzahl  
Director of Communications, UH System

Peter Mouginiis-Mark  
Researcher, Hawaii Institute of Geophysics and Planetology, SOEST

Kristin Pauker  
Associate Professor, Psychology, College of Social Sciences

Douglas Tonokawa  
Associate Director of Finance, Research Corporation of the University of Hawaii

Kelli Trifonovitch  
Director of Communications Outreach, UH System

JoAnn Yuen  
Director, Center on Disability Studies, College of Education

Chad Walton  
Research Program Officer, OVCR

## Detailed Action Plans for each of the 5 target areas:

- 1. Improve faculty research development support (across all academic units and ORUs)**
- 2. Reduce faculty research administrative burden**
- 3. Improve use and support of core research facilities**
- 4. Enable and support student research**
- 5. Understand – and communicate – the impact of research**

### ACTION PLANS: Research Development

1 Motivate faculty members towards fundable research endeavors by bringing awareness of sponsored research opportunities or research thrusts; Create vehicles for bringing together faculty for specific funding opportunities and creating collaborative multidisciplinary research projects; Design and implement services for faculty applying for grants

Action Steps!	Responsibilities	Deadline	Resources	Barriers?	Result	Assessment	Notes
<i>What task will be done?</i>	<i>Who will do it?</i>	<i>By when?</i>	<i>What do you need to complete this step?</i>	<i>What will get in the way and how will you overcome?</i>	<i>What is the outcome of the task?</i>	<i>How will we know the action is successful?</i>	
Using available CVs and submitted grants, create a web-enabled Faculty Research Innovation Education N Development (FRIEND) database with areas of specialty, publications, connections, and desired fields of collaboration.	Committee; OVCR; ORS	8/17	Access to Grants Development Offices (GDOs), Generation of website and newsletters, Access to email lists	Academic silos; Difficulty in accessing respective databases and email lists; Faculty willingness to participate	Shared awareness of research endeavors; Create quality funded research programs; Improve faculty connectedness;	# publications by faculty in research thrust area; # opportunities per faculty sent; # grants submitted; \$ amount of grants submitted; # grants funded; \$ amount of grants funded; Success rate;	Faculty can opt-in and adjust views of their profile shown to other faculty, to OVCR, and to the public and students
Create a webtool for FRIEND so faculty can view, edit, and add content so their information is up-to-date	Committee; OVCR;	8/17	Access to email lists of faculty to notify about tool; Website and server availability;	Academic silos; Difficulty in accessing respective databases and email lists; Faculty willingness to participate	Shared awareness of research endeavors; Create quality funded research programs; Improve faculty connectedness;	# publications by faculty in research thrust area; Increase of publications as reported through FRIEND	Faculty can opt-in and adjust views of their profile shown to other faculty, to OVCR, and to the public and students
Create a webtool for FRIEND so administration can add limited submission opportunities, research thrusts, and funding opportunities in general	Committee; OVCR; UHF	8/17	Access to Grants Development Offices (GDOs); Access to funding opportunities information;	Difficulty in accessing respective databases and email lists;	Improve probability of success in creating quality funded research programs; Improve faculty awareness of opportunities;	# grants submitted; \$ amount of grants submitted; # grants funded; \$ amount of grants funded; Success rate;	

Create a webtool for FRIEND to support querying for related expertise so that faculty can find collaborators and team on funding opportunities	Committee; OVCR;	10/18	Web service availability	Faculty willingness to participate	Improve collaborative nature of research and strength in applying for limited submission opportunities as well as opportunities in general;	# of collaborative groups created # publications by faculty in research thrust area; # grants submitted; \$ amount of grants submitted; # grants funded; \$ amount of grants funded; Success rate;	
Create a webtool for FRIEND integrating with existing frameworks to provide ease-of-preparation for proposals and publications	Committee; OVCR; ORS	1/18	Web service availability	ORS and fiscal officer participation; Faculty willingness to participate;	Improve faculty efficiency in preparation for grants and generation of publications;	# grants submitted; \$ amount of grants submitted; # grants funded; \$ amount of grants funded; Success rate;	

## 2 Identify and eliminate challenges associated with faculty applying for sponsored research opportunities

Action Steps!	Responsibilities	Deadline	Resources	Barriers?	Result	Assessment	Notes
<i>What task will be done?</i>	<i>Who will do it?</i>	<i>By when?</i>	<i>What do you need to complete this step?</i>	<i>What will get in the way and how will you overcome?</i>	<i>What is the outcome of the task?</i>	<i>How will we know the action is successful?</i>	
Mine existing reports and solicit input from "GDO and GDO-like" groups to determine barriers and impediments to sponsored faculty research; what prevents faculty from applying for grants	Committee; OVCR; ORS; campus-wide "GDO" personnel	8/17	All available reports and "GDO" responses	Access to reports; list of "GDO" personnel; willingness of "GDO" personnel to respond	Actionable and prioritized list of deficiencies in the research enterprise of the University	# recorded entries	Anonymized



3 Hold grant-writing workshops (for both faculty, postdoctoral researchers, and students); Host visits by funding agencies, foundations, and industry

Action Steps!	Responsibilities	Deadline	Resources	Barriers?	Result	Assessment	Notes
<i>What task will be done?</i>	<i>Who will do it?</i>	<i>By when?</i>	<i>What do you need to complete this step?</i>	<i>What will get in the way and how will you overcome?</i>	<i>What is the outcome of the task?</i>	<i>How will we know the action is successful?</i>	
Design a preliminary workshop series with appropriate content and scope	Committee; OVCR;	8/17	Material; Space to hold (iLab?); Email lists; Potentially funds;	Faculty participation	Increase the campus awareness, conversation and culture around sponsored research	# panels held; # conversations started; Awareness by faculty and students;	

## Reducing Faculty Administrative Burden

Action Steps	Responsible	Deadline	Resources	Potential Barriers	Result	Assessment Indicators
“Urgent care facility”: Provides support to PIs with poor admin infrastructure, and also coordinates cookbooks & listserv	VCR or VPRI	3 months after project approval	2 (?) dedicated staff	<ul style="list-style-type: none"> <li>Difficulties hiring</li> <li>Under- or over-utilization of facility</li> </ul>	“Urgent Care Facility” to support PIs with poor admin infrastructure	Better support for PIs from smaller units <b>Measures:</b> <ul style="list-style-type: none"> <li># requests processed</li> <li>Response times</li> <li># PIs supported</li> <li># units supported</li> <li># grants supported</li> <li>\$ grants supported</li> </ul>
Create & maintain online cookbooks / FAQs for common administrative procedures / sample justification language (for PIs)	Urgent Care Facility, ITS, + experienced admin staff	6 months after project approval  Every 3 months thereafter	Urgent care / ITS staff effort & web-server	<ul style="list-style-type: none"> <li>Poor acceptance by faculty</li> <li>Requires constant upkeep</li> </ul>	Online cookbooks & FAQs for common administrative procedures  Sample justification text	Availability & use of cookbooks <b>Measures:</b> <ul style="list-style-type: none"> <li># individual “recipes” posted</li> <li># clicks / downloads</li> </ul>
Listserv (or similar system) for exchanging ideas & discussing administrative issues, for PIs and Admins	Urgent Care Facility, ITS, & experienced admin staff	6 months after project approval	Urgent care / ITS staff effort & server	<ul style="list-style-type: none"> <li>Poor acceptance by faculty and/or admins</li> </ul>	Listserv or similar to discuss administrative issues	Improved clarity regarding administrative procedures and issues <b>Measures:</b> <ul style="list-style-type: none"> <li># new posts on listserv</li> <li># responses to new listserv posts</li> <li># listserv users</li> </ul>

Action Steps	Responsible	Deadline	Resources	Potential Barriers	Result	Assessment Indicators
Regular training for Fiscal Administrators, Research Administrators, Program Administrators, and Junior PIs on grant administration	Urgent Care Facility & ORS & ORC and OTTED & Export Controls & RCUH& FMO	6 months after project approval  Every 2-3 months thereafter	Urgent care facility staff / ORS staff effort / RCUH/ORC & OTTED and Export Controls and FMO	<ul style="list-style-type: none"> <li>Poor acceptance by faculty</li> <li>Resistance by administrators</li> </ul>	Regular training sessions on grant administration	Improved training on administrative procedures <b>Measures:</b> <ul style="list-style-type: none"> <li># training sessions offered</li> <li># attendees</li> <li># subjects/topics offered</li> </ul>
Business improvement committee (grants related administration)	VCR or VPRI, (?)	Immediately  Every 2 months thereafter	Faculty, upper admin and ORS, ORC, Export Controls, OTTED and RCUH and FMO	<ul style="list-style-type: none"> <li>Workload of committee members</li> </ul>	Business improvement committee (on grants administration)`	Simplification & standardization of common administrative tasks <b>Measures:</b> <ul style="list-style-type: none"> <li># committee meetings</li> <li># administrative tasks evaluated by committee</li> </ul>

### Research Core Facilities Action Plan

Action steps	Responsible	Deadline	Resources	Barriers	Result	Assessment	Notes
Gather data about core research facilities	Core Facilities Subgroup	Spring 2017	No resources required	Lack of well documented core services, difficulty in identifying all cores	Comprehensive inventory of core facilities services Identification of opportunities for consolidation of services, less duplication of resources	Completion of inventory	
Engage campus stakeholders in discussion of best practices	Core facilities directors, OVCR	Fall 2017	Core Directors Access to training venues Administrative support for cores	Lack of participation by core directors Resistance to consolidation and collaboration	Identification of best practices. Less duplication of effort Improved business models Strategic grant support Increase in training opportunities Improved sustainability models	List of best practices created and adopted by Core Directors Consolidation of core resources	
Create a clearinghouse for research core facilities	ITS-CI, OVCR	Spring 2018	OVCR, OVPRI, ITS-CI – support to develop and maintain clearinghouse	Identification of where to host clearing house information	Online searchable information resource for campus core facilities Improved access to campus resources	Completion of online clearinghouse	





*Action Plan: Enabling and Supporting Student Research*

<b>Action Steps</b> (What task will be done?)	<b>Responsible</b> (Who will do it?)	<b>Deadline</b> (By when?)	<b>Resources</b> (What do you need to complete this step? (People, money, tools, etc.))	<b>Potential Barriers</b> (What could get in the way of task completion? How will you overcome them?)	<b>Result</b> (What is the outcome of the task?)	<b>Assessment Indicators</b> (How will we know the action is successful /effective? (Targets & Measures))	<b>Notes</b>
<b>(1-5, &amp; 7-8)</b> Fully Fund Undergraduate Research Office (URO)  <div>UG</div>	OVCR; UH Foundation	Ongoing	<i>People:</i> VCR; Associate VCR; URO Director, UHF Staff  <i>Funds:</i> Staff (Director, Asst., UROP Coord., Web /IT, Fiscal, G.A.s (x3), UG Assist. (x2)); Programs (Summer Immersion; UG Showcase; Manoa Horizons; Faculty Mentor Awards; iLab, etc.)	UHM Biennium Budget Request Outcome  Identifying & securing donor funding via UHF	Staffing funds from UHM  Programmatic funds from UHF	# of Staff positons funded  # of new programs implemented  Adequate funding level for various programs	It will be important to align staffing funds with program funds (timing & amount)

*Action Plan: Enabling and Supporting Student Research*

<b>Action Steps</b> (What task will be done?)	<b>Responsible</b> (Who will do it?)	<b>Deadline</b> (By when?)	<b>Resources</b> (What do you need to complete this step? (People, money, tools, etc.))	<b>Potential Barriers</b> (What could get in the way of task completion? How will you overcome them?)	<b>Result</b> (What is the outcome of the task?)	<b>Assessment Indicators</b> (How will we know the action is successful /effective? (Targets & Measures))	<b>Notes</b>
<b>(1)</b> Transition Undergraduate Research Opportunity Program (UROP) from Honors Program to OVCR  UG	OVCR; Honors Program, Office of Undergraduate Education (OUE)	May 2017	<i>People:</i> VCR; Associate VCR; URO Director; Honors Program Director; Assistant VC Undergraduate Education  <i>Funds:</i> UROP Staff (1.0 FTE Program Coordinator; 2 11-month G.A.s)  <i>Space:</i> Office space for UROP Staff /Program	Funds for UROP staff  Space for UROP Staff /Program	Improved efficiency of UROP  Separation of UROP from Honors Program (COI)  UROP Council Chair with more time/energy to dedicate to UROP	OVCR Reorganization to include UROP  UROP Program Assessment  Improved efficiency of UROP	

*Action Plan: Enabling and Supporting Student Research*

<b>Action Steps</b> <i>(What task will be done?)</i>	<b>Responsible</b> <i>(Who will do it?)</i>	<b>Deadline</b> <i>(By when?)</i>	<b>Resources</b> <i>(What do you need to complete this step? (People, money, tools, etc.))</i>	<b>Potential Barriers</b> <i>(What could get in the way of task completion? How will you overcome them?)</i>	<b>Result</b> <i>(What is the outcome of the task?)</i>	<b>Assessment Indicators</b> <i>(How will we know the action is successful /effective? (Targets &amp; Measures))</i>	<b>Notes</b>
<p><b>(1)</b> Develop &amp; implement Summer Research Immersion Program</p> <p><b>UG</b></p>	OVCR, URO	Summer 2018	<p><i>People:</i> VCR; Associate VCR; URO Director</p> <p><i>Funds:</i> URO Staffing (1.0 FTE Undergraduate Research Coordinator; 1 11-month G.A.; two 0.50 FTE UG student hires)</p> <p><i>Space:</i> Office space for URO Staff and Program</p>	<p>Funds for Office staff</p> <p>Space for Office</p>	<p>Summer research program to connect UG students with mentored research opportunities</p> <p>Summer program that includes week-long orientation and weekly professional development workshops</p>	<p># of UG students participating in Summer Research Immersion Program</p> <p>Development &amp; implementation of week-long orientation</p> <p>Development &amp; implementation of weekly professional development workshops</p>	



*Action Plan: Enabling and Supporting Student Research*

<b>Action Steps</b> (What task will be done?)	<b>Responsible</b> (Who will do it?)	<b>Deadline</b> (By when?)	<b>Resources</b> (What do you need to complete this step? (People, money, tools, etc.))	<b>Potential Barriers</b> (What could get in the way of task completion? How will you overcome them?)	<b>Result</b> (What is the outcome of the task?)	<b>Assessment Indicators</b> (How will we know the action is successful /effective? (Targets & Measures))	<b>Notes</b>
<p><b>(2)</b></p> <p>Survey Existing Units across UHM Campus on UG Research Opportunities &amp;/or Requirements</p> <p><b>UG</b></p>	OVCR, URO	August 2017	People: Associate VCR; URO Director	Timely feedback from units across campus	Determine what UG research opportunities exist on the UHM campus to: (i) facilitate the creation of a new, campus-wide, web-based portal on UG student research opportunities; & (ii) identify areas for improving access to research opportunities by UG students at UHM.	<p>Survey response rate</p> <p>Compilation of survey data</p>	A similar initiative should be pursued for Graduate Education in collab. with the Office of Graduate Education (OGE), GSO, etc.

*Action Plan: Enabling and Supporting Student Research*

<b>Action Steps</b> (What task will be done?)	<b>Responsible</b> (Who will do it?)	<b>Deadline</b> (By when?)	<b>Resources</b> (What do you need to complete this step? (People, money, tools, etc.))	<b>Potential Barriers</b> (What could get in the way of task completion? How will you overcome them?)	<b>Result</b> (What is the outcome of the task?)	<b>Assessment Indicators</b> (How will we know the action is successful /effective? (Targets & Measures))	<b>Notes</b>
<p><b>(3-4)</b> Survey UG Students, Faculty and Programs on barriers /impediments to UG student research</p> <p>Encourage UG programs to: (i) require research exp.; &amp;/or (ii) provide options whereby research opportunities align with degree requirements</p> <p><b>UG</b></p>	OVCR, URO	December 2017	People: Associate VCR; URO Director	<p>Timely feedback from UG students, Faculty and Programs across campus</p> <p>Existing programs resistance to add research to UG degree requirements</p>	<p>Determine what barriers / impediments to UG student research exist at the level of: students, faculty and programs.</p> <p>Eliminate as many barriers as possible at each level</p> <p>More UG programs that either require or recognize /reward UG research in their degree program</p>	<p># of Barriers identified</p> <p># of Barriers removed</p> <p># of Programs with research requirement</p> <p># of Programs articulating how research meets some aspect of degree program requirements</p>	A similar initiative should be pursued for Graduate Education in collab. with the Office of Graduate Education (OGE), GSO, etc


*Action Plan: Enabling and Supporting Student Research*

<b>Action Steps</b> (What task will be done?)	<b>Responsible</b> (Who will do it?)	<b>Deadline</b> (By when?)	<b>Resources</b> (What do you need to complete this step? (People, money, tools, etc.))	<b>Potential Barriers</b> (What could get in the way of task completion? How will you overcome them?)	<b>Result</b> (What is the outcome of the task?)	<b>Assessment Indicators</b> (How will we know the action is successful /effective? (Targets & Measures))	<b>Notes</b>
<p><b>(5, 8)</b></p> <p>Create a campus-wide, web-based portal &amp; social media platform to connect UG students with existing research opportunities on and off campus</p> <p>Communicate value of research opportunities to UG students</p> <p>Recruit UG students</p> <p><b>UG</b></p>	OVCR, URO	December 2017	People: Associate VCR; URO Director; Web/IT/Social Media Staff	Identifying funding for Web/IT/Social Media staff position	Comprehensive website  Social Media Campaign	# of Website Visits  # of Social Media Followers	Multiple skillsets needed for staff position (website design; engaging UH community for content; interactive website)

### Action Plan: *Enabling and Supporting Student Research*

Action Steps (What task will be done?)	Responsible (Who will do it?)	Deadline (By when?)	Resources (What do you need to complete this step? (People, money, tools, etc.))	Potential Barriers (What could get in the way of task completion? How will you overcome them?)	Result (What is the outcome of the task?)	Assessment Indicators (How will we know the action is successful /effective? (Targets & Measures))	Notes
<p><b>(6)</b></p> <p>Research funding models at peer institutions for research-focused G.A. tuition</p> <p><b>Grad</b></p>	OVCr, OGE, GSO	January 2018	Committee to conduct research (Faculty &/or G.A.)	Personnel to conduct research (time &/or funding)	Better understanding of funding models at peer institutions	Proposal to improve funding model for G.A.s at UHM	Committee needs participation by an Economist

### Action Plan: *Enabling and Supporting Student Research*

Action Steps (What task will be done?)	Responsible (Who will do it?)	Deadline (By when?)	Resources (What do you need to complete this step? (People, money, tools, etc.))	Potential Barriers (What could get in the way of task completion? How will you overcome them?)	Result (What is the outcome of the task?)	Assessment Indicators (How will we know the action is successful /effective? (Targets & Measures))	Notes
(7) Create a campus-wide workload policy to credit faculty for mentoring UG research opportunities  Create Faculty Mentoring Award Program  	OVCR, OVCAA	August 2018         December 2017	People: VCR; Associate VCR; VCAA; Associate VCAA; URO Director	UHPA Collaboration  MFS Collaboration   Identification of funds for mentoring awards	Campus-wide workload policy on 399/499 credits for mentoring UG research    Mentoring award program to recognize & reward faculty mentors of UG research	# of Faculty mentoring UG students pre- & post- policy change and mentoring award program	



## Understand – and communicate – the impact of research

Goal: To engage UH Manoa Faculty in a culture of communication of research and training activities						
Action Steps	Responsible	Deadline	Resources	Potential Barriers	Result	Assessment Indicators
<i>What task will be done?</i>	<i>Who will do it?</i>	<i>By when?</i>	<i>What do you need to complete this step?</i>	<i>What could get in the way of task completion? How will you overcome them?</i>	<i>What is the outcome of the task?</i>	<i>How will we know the action is successful/effective?</i>
Align faculty workload incentives to include outreach and communications	OVCR, OVCAA, Deans, Directors	Immediately		Faculty resistance to potential additional workload	Redefine "Service" within T&P to include outreach and communications; systematically highlight importance of outreach and communications of research/training within new hire documents	% of new hire letters that highlight the importance of communication of research
Identify and network existing college/unit communications personnel	OVCR, OVPRI	Survey by May 2017			To make a highly visible network of research-oriented communications professionals	
Develop and launch a "faculty needs survey"	OVCR, COR	Fall 2017	Capacity to develop and launch web survey instrument		To get a better sense of what kinds of research/training faculty want to communicate, and which approaches they want to use (ex: can include nontraditional approaches like outreach via schools)	High faculty participation rates within the survey

Goal: To engage UH Manoa Faculty in a culture of communication of research and training activities						
Action Steps	Responsible	Deadline	Resources	Potential Barriers	Result	Assessment Indicators
Add capacity to the network of college/unit communications personnel	OVCR, OVCAA, Deans, Directors	Added capacity by Spring 2018	Increased resource allocation of G- funded positon(s), RTRF	Lack of funding	Strategic hiring to build or replace research-oriented communications personnel	If every faculty knows their designated "communicator" and that person has the ability to effectively assist the faculty in communicating the importance of research
Add research-related capacity to UH News and Communications Office	UH News and Communications Office	Immediately	Increased resource allocation of two G- funded positions	Lack of funding	Strategic hiring to build research focus within existing UH News and Communications capacity	If UH Communications has a person entirely dedicated to research
Define best practices for identified audiences and media types, including research and training	UH Research Communicators (department/unit research communicators & UH Communications for research) in collaboration with Faculty	2018	UH Research Communicators, with adequate capacity	Lack of funding, prioritization of research	Develop best practices, and standard operating procedures, tailored to be meaningful to diverse audiences (local and national media, legislators, social media users); Include looking at models from other campuses, including mediums for communication; State, nationally and internationally recognized model for communicating impact of research and training	31

Goal: To engage UH Manoa Faculty in a culture of communication of research and training activities						
Action Steps	Responsible	Deadline	Resources	Potential Barriers	Result	Assessment Indicators
Provide faculty web-based communications and outreach resources	UH Research Communicators	Immediately, and with added capacity	Identified UH Communicators regarding research, with adequate capacity, web and administrative support		Dedicated, dynamic website for communication (possibly UH News, with added emphasis of long-term impact of research); Platform showcasing outreach activities, library of best practices, SOPs contacts and tools	
Provide faculty communications and outreach training	UH Research Communicators	Immediately, and with added capacity	Identified UH Communicators regarding research, with adequate capacity		Faculty are engaged in a culture of communication of research/training and have the tools to move forward	
Track and quantify the impact of communication of research	OVCR, UH Communications Office	2017	Funding, software, capacity for assessment	Lack of funding and capacity	Obtain software capacity to track indicators like: # audiences targeted/reached; # website hits from state, national and international sources; # outside media queries for experts commentaries on findings of others or outreach participation	Based on indicators tracked

**Notice of Meeting**  
**UNIVERSITY OF HAWAI'I**

**BOARD OF REGENTS COMMITTEE ON ACADEMIC AND STUDENT AFFAIRS**

Members: Regents Putnam (Chair), Wilson (Vice-Chair), Acoba, Bal, Higa, Portnoy, and Tagorda

**Date:** Thursday, May 18, 2017

**Time:** 11:00 a.m.

**Place:** University of Hawai'i at Mānoa  
Information Technology Building  
1<sup>st</sup> Floor Conference Room 105A/B  
2520 Correa Road  
Honolulu, Hawai'i 96822

**AGENDA**

**I. Call Meeting to Order**

**II. Approval of Minutes of March 8, 2017 Meeting**

**III. Public Comment Period for Agenda Items:** All written testimony on agenda items received after posting of this agenda and up to 24 hours in advance of the meeting will be distributed to the board. Late testimony on agenda items will be distributed to the board within 24 hours of receipt. Registration for oral testimony on agenda items will be provided at the meeting location 15 minutes prior to the meeting and closed once the meeting begins. Written testimony may be submitted via US mail, email at [bor@hawaii.edu](mailto:bor@hawaii.edu), or facsimile at 956-5156. Oral testimony is limited to three (3) minutes.

**IV. Agenda Items**

- A. For information: Report by Student Caucus
- B. Recommend Board Approval
  - 1. Provisional to Established Program Status:
    - a) UH Mānoa
      - (1) BA in Creative Media
      - (2) BS in Psychology
    - b) UH West – O'ahu
      - (1) Bachelor of Applied Science (BAS) Degree
    - c) Maui College
      - (1) BAS in Applied Business and Information Technology (ABIT)
      - (2) BAS in Sustainable Science Management (SSM)
    - d) UH Community Colleges
      - (1) AA in Hawaiian Studies (AAHS)
  - 2. Change in general education core requirements at UH Hilo
  - 3. Change in general education core requirements at Hawai'i Community College
  - 4. Honolulu Community College Mission Statement
- C. For Discussion: Committee self-evaluation

**V. Executive Session (Closed to the Public)**

- A. Personnel Actions (To discuss the following personnel matters pursuant to HRS §92-5(a)(2)):
  - 1. Emeritus Request

**VI. Adjournment**



# **The University of Hawai'i Student Caucus**

— 2016-2017 Academic Year —

# Who is Caucus?

Delegates from all 10 campus student governments across the UH System, including Graduate Students

\*Currently no representation from Honolulu Community College

First organized in Spring 1991

Formally chartered by University of Hawaii Board of Regents through RP 7.204 in 2002

Supported by Executive Policy 7.207 in 2003

Advised by the Associate Vice President for Student Affairs (AVPSA)



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August 2016 - First Caucus meeting of the 16-17 academic year at UH Manoa

# Who is Caucus?

- 90% are full-time students
- Two-thirds are residents of the State of Hawaii
- 33% are Juniors and Sophomores
- 22% are Seniors, 11% are Freshman
- 78% are enrolled in 15 or more credits

Number of credits you were enrolled in during Spring 2017?

9 responses

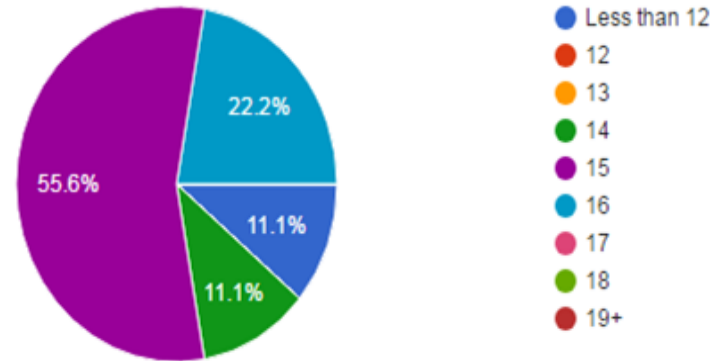


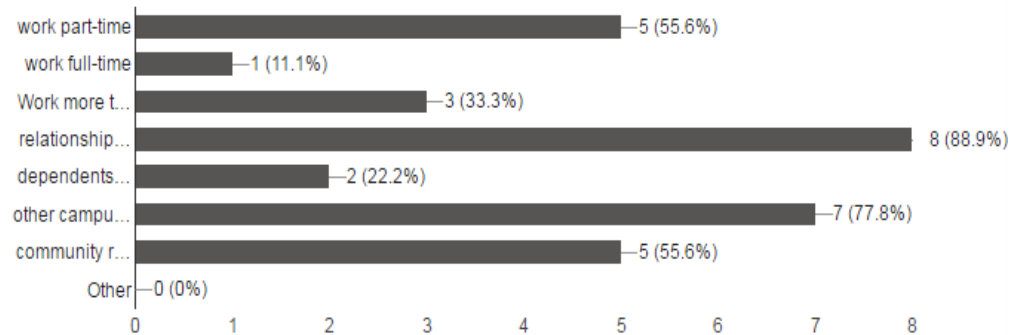
Table 1: Number of credits Caucus delegates took during Spring 2017

# Who is Caucus?

- 55% work at least part-time, with one-third working more than one job, and one student maintaining a full-time job
- 77% have other campus responsibilities
- 55% volunteer and/or work in their community
- 22% care for dependents

What are your responsibilities outside of school and student government?  
(check all that apply)

9 responses





# Who is Caucus?

- 63% have been with Caucus for less than a year
- 25% have been with Caucus for at least 2 years
- 45% are transfer students, most transferring within the UH System.



April 2017 Caucus Meeting at Hawai'i  
Community College, Palamanui Campus

# Distance Education

Two-thirds take online (Distance Education) classes. Why?

## Convenience and Flexibility:

- “I take them because I have a busy schedule and having an online class helps me manage my time better.”
- “Not required to have specific in class meeting times and flexibility of completing work anywhere and anytime.”
- “Freedom to stay home with my children and/or work more hours without having to be away from my children longer.”
- “It's a far drive to school. This helps to save gas on driving extra days.”

# Distance Education

Two-thirds take online (Distance Education) classes. Why?

## Necessity:

- “I do Distance Education because a lot of the higher courses are online only.”
- “Scheduling. Classes I need overlap so online helps make sure I graduate on time.”

# Student Engagement

## Engagement on Campuses

Each student government puts on events for their students

Engagement differs from each campus

There are campuses with very little engagement

## Engagement as UHSC Delegates

Meet once a month

Large amount of work is done during meetings

Committees arranged to work on projects between meetings



## Existing Relationship:

### Positive:

- Our ASUH President has a standing meeting with our chancellor at least once a month. They also have an open door to our VCSA. They both have been very supportive in all that we do!
- We each serve on different committees and have monthly meetings with campus senior admin

### Can be improved:

- We don't communicate often enough.

## Ideal Relationship:

- Consultation between the two, regular meetings between the two to keep the lines of communication open.
  - Administration to have an open-door policy.
  - More interactive.
  - Have student government be more involved with decisions that are being made for the students.
-

# BOR Relationship

- Breakfast meetings before the BOR meeting on respective campuses are very beneficial and appreciated
- More direct questions/answers if possible
- Keeping an open communication between UHSC and BOR
- Learning more about BOR to be able to pass information down



Caucus Delegates and Advisor with BOR Members

# Highlights this year

- Revised Constitution and By-Laws
- Regular meetings with Regent Higa, including off-island meetings
- Same advisor for the entire year
- Submitted testimony
- Career Expo on Oahu and Hawai'i Island



Star Advertiser **ALTRES STAFFING** presents  
**Career EXPO 2017**  
*Serious Opportunities for Serious Seekers*

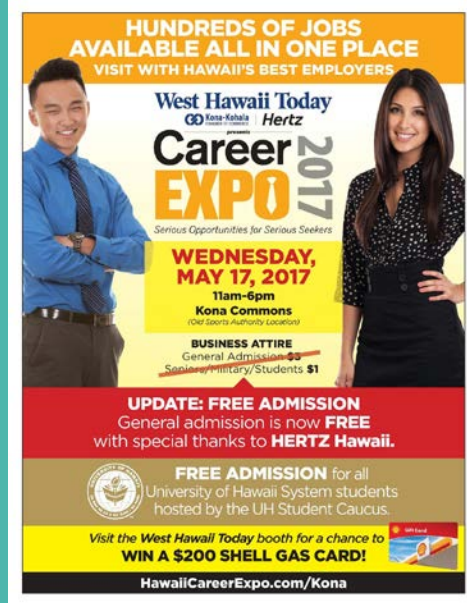
**Wednesday, March 29**  
Neal Blaisdell Center Exhibition Hall  
9 a.m. to 3 p.m.

**Do you have management experience?**  
Visit the Corner Office at the expo for a list of management and executive management positions!

**BUSINESS ATTIRE**  
General Admission - \$3  
Seniors/Military/Students - \$1  
*FREE admission for service men and women in uniform*

**All students of the University of Hawaii System receive FREE admission with a valid UH student ID card**  
*Hosted by the UH Student Caucus.*

**PRE-REGISTER NOW FOR FREE**



**HUNDREDS OF JOBS AVAILABLE ALL IN ONE PLACE**  
VISIT WITH HAWAII'S BEST EMPLOYERS

West Hawaii Today **Kona-Kohala Hertz**  
**Career EXPO 2017**  
*Serious Opportunities for Serious Seekers*

**WEDNESDAY, MAY 17, 2017**  
11am-6pm  
Kona Commons  
*(Old Sports Authority Location)*

**BUSINESS ATTIRE**  
General Admission - ~~\$3~~  
Seniors/Military/Students \$1

**UPDATE: FREE ADMISSION**  
General admission is now **FREE** with special thanks to **HERTZ Hawaii.**

**FREE ADMISSION** for all University of Hawaii System students hosted by the UH Student Caucus.

Visit the West Hawaii Today booth for a chance to **WIN A \$200 SHELL GAS CARD!**

**HawaiiCareerExpo.com/Kona**

# Thank you



February 2017, Lihue Airport





UNIVERSITY  
of HAWAI'I  
MĀNOA

April 25, 2017

DTS 18179

**MEMORANDUM**

TO: Jan N. Sullivan, Chair  
Board of Regents

VIA: David Lassner  
President

VIA: Risa Dickson  
Vice President for Academic Planning and Policy

VIA: David Lassner  
Interim Chancellor

FROM: Michael Bruno  
Interim Vice Chancellor for Academic Affairs,  
and Vice Chancellor for Research

SUBJECT: REQUEST APPROVAL TO CHANGE FROM PROVISIONAL TO  
ESTABLISHED STATUS THE BA IN CREATIVE MEDIA  
AT THE UNIVERSITY OF HAWAI'I AT MĀNOA

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

17 MAY -4 P1:46

RECEIVED

17 MAY -9 A9:26

UNIVERSITY OF HAWAII  
BOARD OF REGENTS

**SPECIFIC ACTION REQUESTED:**

It is requested that the Board of Regents change from provisional to established status the Bachelor of Arts in Creative Media in the College of Arts and Humanities at the University of Hawai'i at Mānoa.

**RECOMMENDED EFFECTIVE DATE:**

Upon Board approval.

**ADDITIONAL COST:**

There are no additional costs associated with this request.

**PURPOSE:**

The Bachelor of Arts in Creative Media completed its provisional cycle, and in accordance with Board of Regents' policy, was reviewed under the procedures of program review at UH Mānoa, and recommended for established status.

**BACKGROUND:**

Board of Regents' Policy 5-1b (3) states that "the Board shall determine whether the program is to be awarded established status or terminated."

***Significance/Contribution of this Degree:***

The Board provisionally approved the BA in Creative Media in 2010. The Academy for Creative Media (ACM) emphasizes narrative, or storytelling, theories, skills, and application across multiple platforms of digital media and within a context of cultural and aesthetic values. More than just a "film school," ACM seeks to empower students to tell their own original and authentic stories of Hawai'i, the Pacific, and Asia rather than have those stories told for them through a different cultural lens that is distant and often distorted. The program is successful as evidenced by enrollment, with over 100 majors, and 325 graduates to date. Student performance and success with learning outcomes can be seen in opportunities our graduates pursue. Many of our BA recipients desire further specialization in the pursuit of their MFA in film or animation. Graduates of ACM Mānoa have gone to top graduate programs such as Chapman, USC, Cal Arts, NYU, the American Film Institute (AFI) and many more. The success of the films students produce, in acceptance to film festivals after graduation, is also a measure of curricular achievement. Many of our graduates continue to exhibit films in competitive and renowned national and international festivals. Some graduates pursue independent film careers and continue with professional work of their own. ACM has many such success stories including a student who screened his work in the Sundance Film Festival Indigenous Shorts Showcase who also received a regional Emmy in 2014, as well as another student's current funded feature film "*Go for Broke*," the story of Hawai'i's own 442 WWII battalion.

Another hallmark of an excellent program is the success of students in internships and in jobs after graduation. Many of our students have interned for CBS on *Hawaii 5-0* and for ABC on *Lost*, and gone on to secure production jobs with these and other large companies. One example is a graduate whose first job with *Hawaii 5-0* was as Assistant to the Co-Executive Producer and later went on to work for *Hawaii 5-0* in LA in the Writers Room. An Animation graduate who interned with Hawaii Animation Studio was recently hired to work for Sony Pictures at their Vancouver studio, doing 3D theatrical character animation. More examples may be found in Appendix C.

***Demand projections:*** Current enrollment in the program is 104, and we anticipate that the demand for the program will stabilize at about 110 majors.

***Accreditation impact (if any):*** The program is not professionally accredited.

***Examples (2-3) of similar models from peer institutions:***

- University of California, Davis (Cinema and Digital Media)
- Arizona State University (Theater & Film Department)
- University of Nevada, Las Vegas (Film Department)

***Similar Programs at other UH campuses (if there is duplication, why is this program necessary):*** Creative Media is a UH Systemwide collaboration inclusive of all 10 UH campuses. The Mānoa program is the oldest and "curriculum leader" with more than 40 creative media courses in film production, animation and film studies. ACM Mānoa is not duplicative but embraces this systemwide collaboration, which assists with program articulation and the sharing of resources across the campuses. Rather than

compete, the programs complement one another, expanding creative media opportunities for students across the islands.

***Statement from campus administration of the program's strategic value within UH priorities.*** ACM contributes not only to the intellectual growth of the field – exploring the unique contributions to global cinematic and visual language from a Hawai'i and Pacific perspective – but also to a growing sector of the Hawai'i economy that continually builds upon a knowledge base that creates new intellectual property. Through the Creative Media program, ACM supports the building of a Hawai'i-based film and digital media economy by preparing students to take creative and leadership roles as directors, producers, designers, etc., and who can originate productions and attract global productions to the Islands. Through ACM, the University supports the State's economy by ensuring that the best of Hawai'i's media talent can remain in Hawai'i and support the growing technical and production crews.

***Cost and resource allocation/reallocation implications:***

Additional resources (including reallocations) are not needed to support this program.

***Impact of program change request on campus budget allocations and mission priority.*** There are no additional costs associated with the request for established status.

**ACTION RECOMMENDED:**

It is recommended that the Board of Regents approve established status for the provisional Bachelor of Arts in Creative Media in the College of Arts and Humanities at the University of Hawai'i at Mānoa.

**Attachments**

c:     Executive Administrator and Secretary Cynthia Quinn  
       Dean Peter Arnade  
       Chair Daniel Boulos

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RECEIVED

# MEMORANDUM

TO: Jan N. Sullivan, Chair  
Board of Regents

VIA: David Lassner  
President

VIA: Risa Dickson  
Vice President for Academic Planning and Policy

VIA: David Lassner  
Interim Chancellor

FROM: Michael Bruno  
Interim Vice Chancellor for Academic Affairs,  
and Vice Chancellor for Research

SUBJECT: REQUEST APPROVAL TO CHANGE FROM PROVISIONAL TO  
ESTABLISHED STATUS THE BS IN PSYCHOLOGY  
AT THE UNIVERSITY OF HAWAI'I AT MĀNOA

## SPECIFIC ACTION REQUESTED:

It is requested that the Board of Regents change from provisional to established status the Bachelor of Science in Psychology in the College of Social Sciences at the University of Hawai'i at Mānoa.

## RECOMMENDED EFFECTIVE DATE:

Upon Board approval.

## ADDITIONAL COST:

There are no additional costs associated with this request.

## PURPOSE:

The Bachelor of Science in Psychology completed its provisional cycle, and in accordance with Board of Regents' policy, was reviewed under the procedures of program review at UH Mānoa, and recommended for established status.

## BACKGROUND:

Board of Regents' Policy 5-1b (3) states that "the Board shall determine whether the program is to be awarded established status or terminated."



**Significance/Contribution of this Degree:** The Board provisionally approved the Bachelor of Science in Psychology in 2012. The program prepares undergraduates for graduate training in psychology, professional schools, or employment that requires scientific training and quantitative analysis. There are currently 49 majors, and 29 graduates to date. This is expected to increase dramatically in the coming years given the strong upward trend in students enrolling in the program. Our BS graduates have been largely successful in their post-baccalaureate plans, with 31% currently in a post-baccalaureate program, and another 48% indicating their intention to apply to graduate or medical school.

**Demand projections:** The department has consistently enrolled some of the highest numbers of undergraduates in the UHM Colleges of Arts & Sciences, with approximately 700 undergraduate majors and pre-majors who will eventually graduate with a Bachelor of Arts or Science degree. Current enrollment in the BS program is 49, and we anticipate that the demand for the program will stabilize at about 60 majors.

**Accreditation impact (if any):** The program is not professionally accredited.

**Examples (2-3) of similar models from peer institutions:**

- Colorado State University
- Oregon State University
- University of Arizona at Tucson

**Similar Programs at other UH campuses (if there is duplication, why is this program necessary):** There is no program duplication within the UH System.

**Statement from campus administration of the program's strategic value within UH priorities.** The BS in Psychology supports the state by preparing highly motivated Hawai'i students for advanced training and careers in the fields of neuroscience and biomedical sciences. Per the [UH Hawai'i Industry Sectors](#) website, careers opportunities in clinical psychology have a "bright outlook," and are projected to increase in the state and nationally.

**Cost and resource allocation/reallocation implications:** Additional resources (including reallocations) are not needed to support this program.

**Impact of program change request on campus budget allocations and mission priority.** There are no additional costs associated with the request for established status.

**ACTION RECOMMENDED:**

It is recommended that the Board of Regents approve established status for the provisional Bachelor of Science in Psychology in the College of Social Sciences at the University of Hawai'i at Mānoa.

Jan N. Sullivan  
April 25, 2017  
Page 3

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Attachments

c:     Executive Administrator and Secretary Cynthia Quinn  
        Dean Konan  
        Chair Maynard  
        Program Officer Pearson

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1. Establishment of Standing Committees. To facilitate consideration of policy matters that must be approved by the Board, seven standing committees are established. Authority to act on all matters is reserved for the Board, and the functions of each standing committee shall be to consider and make recommendations to the Board. Any provision to the contrary notwithstanding, pursuant to HRS 304A-321, as may be amended from time to time, the board shall conduct an annual review of the functions of the independent audit committee to reassess its adequacy and adopt any proposed and necessary changes.
2. Standing Committees. The following are the standing committees of the Board and their functions:
  - a. Committee on Academic and Student Affairs
    - (1) Review and make recommendations on all new academic and research program proposals.
    - (2) Examine and evaluate the academic and research aims, objectives, and activities of the University.
    - (3) Review program evaluation reports and termination of programs, and make recommendations related to existing programs.
    - (4) Review, evaluate and make recommendations on the articulation of academic and research programs throughout the University.
    - (5) Review and make recommendations on programs, objectives and activities relating to international education, research and training.
    - (6) Periodically review Board policies affecting the community colleges and make recommendations for changes, as necessary, to the Board.
    - (7) Periodically review the strategic plan, mission statement, and the long range development plan of the respective community colleges for recommendation to the Board.
    - (8) Periodically review and report to the Board the performance of the respective community colleges in meeting the community colleges and University strategic goals and objectives.
    - (9) Provide oversight and direction to the community colleges on operational and financial performance issues.

- (10) Periodically review and report to the Board the status of compliance by the respective community colleges of requirements for academic accreditation.
- (11) Provide oversight and direction to the community colleges and four year degree schools to facilitate a seamless transfer of students matriculating between the community colleges and the four year degree schools.
- (12) Periodically review the impact of the community colleges upon the workforce in the State of Hawaii, and, if required, provide oversight and direction to the respective community colleges in addressing the dynamic employment needs and demands of the State.
- (13) Provide oversight and direction to the community colleges in providing greater access to higher education throughout the State of Hawaii, which shall include, but not be limited to, developmental/ remedial education and distance learning instruction.
- (14) Serve as a liaison between the Board and appropriate student organizations.
- (15) Consider matters of student life, including, but not limited to, student organizations, student housing, extra-curricular activities, student concerns in community, and other matters affecting students.
- (16) Recommend policies governing all aspects of student life at the University.

b. Committee on Budget and Finance

- (1) Work in concert with the University administration relating to operating and capital improvement budgets.
- (2) Examine the budgetary process, budget proposals, expenditure plans, and development plans.
- (3) Discuss the implementation of the budgetary decisions with the University administration, especially amendments thereto or when circumstances require deviations from expenditure plans.
- (4) Review matters related to business affairs, endowment funds, and other financial assets of the University.
- (5) Exercise general oversight and policy direction over the University's financial systems and programs.



# **COMMITTEE ON ACADEMIC AND STUDENT AFFAIRS**

## **WORK PERFORMED JULY 2015 – JUNE 2016**

Board action at the July 16, 2015 meeting created the committee as an amalgamation of the charges assigned to three previous committees: Academic Affairs, Community Colleges, and Student Affairs. The Committee on Academic and Student Affairs met seven times during the year.

### **PROGRAM ACTIONS** (Dates for Committee and **Board** actions)

#### **Established Status for Provisional Programs**

- PhD in Hawaiian and Indigenous Language and Culture Revitalization, UH Hilo (10/1, **10/15**)
- Bachelor of Business Administration in Accounting, UH Hilo (3/9, **3/24**)
- Master of Arts in Teaching, UH Hilo (3/9, **3/24**)
- Bachelor of Science in Marine Biology, UH Manoa (3/24, **4/21**)
- Associate in Science in Veterinary Technology, Windward CC (3/24, **4/21**)

#### **Provisional Status for New Programs**

- Advanced Professional Certificate in Hospitality Operational Management, Kapiolani CC (10/1, **10/15**)
- Associate in Science in Creative Media, Hawaii CC, Kauai CC, Maui College (5/18, **6/2**)
- Doctor of Juridical Science, UH Manoa (5/18, **6/2**)

#### **Reports Reviewed**

- Program Actions AY2014/2015 (11/5)
- Programs with Small Numbers of Graduates (11/5)  
Committee requested that updates show previously listed programs no longer below threshold as well as programs newly falling below threshold.

### **POLICY CHANGES**

#### **5.201 Instructional Programs**

- Revise III.B.1. to extend length of time for certificates and associate degrees (1/14, **1/28**)

- Revise III.E “Review of Established Programs” to add stipulations that programs with low numbers of graduates will undergo campus level review and that there will be an annual report on these reviews, and clarify that the President has authority to terminate programs at any time (3/24, 4/21)

## **Hawaii Graduation Initiative**

### **Report on Complete College America Conference (11/5)**

UH is on track in the strategic priorities identified by this alliance of states: performance funding, co-requisite remediation, closing attainment gaps, fifteen credits per term, structured schedules and guided pathways. In several areas, UH is perceived nationally as a leader and other institutions are emulating our work.

### **STAR update (1/14)**

- demonstration of guided pathway registration; pilot at Honolulu CC for fall 2016; implementation systemwide in spring 2017
- additional work underway: optimizing course sequencing for degree completion; class scheduling to increase student velocity, and efficiency in use of facilities and personnel; shifting academic advising from course selection to career counseling

### **Workforce Development Plan (3/9)**

- demonstration of a comprehensive online information system supporting student career planning and administrative decision making
  - projection of current and future employment opportunities
  - alignment of skill-sets with degree paths
  - identification of gaps between areas of need and UH programs (content and shortfalls)
  - plan for programs responsive to student demand
- work in process: completion of sector maps and filters, vetting with constituencies (e.g. DLIR, DOE, Business Roundtable, Chamber of Commerce), integration into STAR, analysis for management information