MEMORANDUM

April 30, 2013

TO:      Eric Martinson  
        Chairperson  
        Board of Regent

VIA:     M.R.C. Greenwood  
        President

FROM:    Tom Apple  
        Chancellor

SUBJECT: Board of Regents Policy, Chapter 9 Amendment; Option of Internal Recruitment for Executive and Managerial Positions

SPECIFIC ACTION REQUESTED:

It is requested that the Board approve an amendment to Board of Regents Policy, Chapter 9, Part II, “Recruitment and Appointment of Executive and Managerial Positions” to allow the option of conducting an internal recruitment within UHM colleges/units to fill executive and managerial positions in which the position is to primarily support lead executives hired through a national search, or executive positions which primarily provide support to other academic programs.

RECOMMENDED EFFECTIVE DATE:

Upon approval.

ADDITIONAL COSTS:

None

PURPOSE:

To support UH efforts to give faculty and staff an opportunity to be given consideration for UH managerial positions for professional development, to create an internal pool of managers and future campus leaders, and to facilitate the identification of potential internal candidates familiar with the University of Hawai‘i, its organizations and operating practices.

BACKGROUND:

Board of Regent Policy, Part II, Section B, “Recruitment/Selection of Candidates” provides that “Executive and managerial vacancies shall be advertised in locations which are considered appropriate…. Such positions shall be filled through national recruitment.” It is being requested that UH colleges/units may establish the initiation of recruitment internally for managerial positions in which the position is to
primarily support another executive hired through a national search, and selected executive positions
which direct units whose function is to support other academic programs.

Allowing colleges/units to establish a practice of initiating an internal recruitment to fill identified
managerial positions, where the position is primarily a support for another executive position, that was
recruited for nationally, would support efforts to give UH faculty and staff an opportunity to be given
consideration for managerial positions for professional development, to create an internal pool of
managers and future campus leaders, and to facilitate the identification of potential internal candidates
familiar with the University of Hawai‘i, its organizations and operating practices.

In addition, this would allow colleges/units to promote succession planning, encourage internal talent to
consider managerial careers, and allow them to fill vacancies more expeditiously.

**ACTION RECOMMENDED:**

It is recommended that the Board approve an amendment to Board of Regents Policy, Chapter 9, Part II,
“Recruitment and Appointment of Executive and Managerial Positions” to allow the option of conducting
an internal recruitment within UHM colleges/units prior to a national search to fill executive and
managerial positions in which the position is to primarily support lead executives hired through a national
search, or executive positions which primarily provide support to other academic programs.

Attachment: Recommended change to BORP Chapter 9, Part II.B.1

**APPROVED / DISAPPROVED:**

Eric Martinson Date
Chairperson

C: Interim Executive Administrator and Secretary of the Board of Regents Lendio