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**DISCLAIMER – THE FOLLOWING ARE DRAFT MINUTES AND ARE SUBJECT TO FURTHER REVIEW AND CHANGE UPON APPROVAL BY THE BOARD**

**MINUTES**

**BOARD OF REGENTS MEETING**

**March 21, 2024**

A video recording of this meeting may be viewed at the Board of Regents website as follows:

[Meeting Video](#)

**I. CALL TO ORDER**

Acting Chair Gabriel Lee called the meeting to order at 10:03 a.m. on Thursday, March 21, 2024, at the University of Hawai'i (UH) at Mānoa, Information Technology Building, 1st Floor Conference Room 105A/B, 2520 Correa Road, Honolulu, Hawai'i 96822, with regents participating from various locations.

Quorum (9): Acting Chair Gabriel Lee; Vice-Chair Ernest Wilson; Regent Neil Abercrombie; Regent Lauren Akitake; Regent William Haning; Regent Wayne Higaki; Regent Laurel Loo; Regent Diane Paloma; and Regent Laurie Tochiki.

Excused (2): Regent Abigail Mawae; Board vacancy.

Others in attendance: President David Lassner; Vice President (VP) for Administration Jan Gouveia; VP for Academic Strategy Debora Halbert; VP for Community Colleges Erika Lacro; VP for Legal Affairs/University of Hawai'i (UH) General Counsel Carrie Okinaga; VP for Research and Innovation Vassilis Syrmos; VP for Information Technology/Chief Information Officer Garret Yoshimi; VP for Budget and Finance/Chief Financial Officer Kalbert Young; UH-Mānoa (UHM) Provost Michael Bruno; UH-Hilo (UHH) Chancellor Bonnie Irwin; UH-West O'ahu (UHWO) Chancellor Maenette Benham; Windward Community College (WinCC) Chancellor Ardis Eschenberg; Executive Administrator and Secretary of the Board of Regents (Board Secretary) Yvonne Lau; and others as noted.

**II. PUBLIC COMMENT PERIOD**

Board Secretary Lau announced that the Board Office received written comments from Joseph W. Hermann and Brandon Marc Higa regarding the Honorary Doctorate of Humane Letters for Michael D. Nakasone.

Late written comments regarding the Honorary Doctorate of Humane Letters for Michael D. Nakasone were received from Kathrine Nakano, Ricky Badua, Ku'ulei Arceo, Tracia Everton Austin, Christopher Otsuka, Chadwick Kamei, Glenn Shigeta, Andrew Ching, Dan Honda, and Ericson Elaydo.

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Elden Seta and Chadwick Kamei provided oral comments on the Honorary Doctorate of Humane Letters for Michael D. Nakasone.

Bronson Azama, Jazerick Hata, Mananakealoha Paschoal, and Kawaiola Kapuni provided oral comments on the election of board officers.

Ashley Maynard provided oral comments on General Education curriculum proposals in relation to Regents Policy (RP) 5.213 and shared governance.

Jill Nunokawa provided oral comments on conflicts between the university's mission as an indigenous serving institution and work being conducted through university's University Affiliated Research Center and Applied Research Laboratory utilizing United States Department of Defense funds.

Written testimony may be viewed at the Board of Regents website as follows:

[Written Testimony Received](#)

[Late Written Testimony Received](#)

Acting Chair Lee announced that Agenda Items V.B. which relates to the awarding of Honorary Doctorate of Humane Letters degrees to Gerald K. Santos, Fred Kalani Meinecke, and Michael D. Nakasone would be taken up at this time.

## **V. AGENDA ITEMS**

### **B. Approval of the Awarding of the Honorary Doctorate of Humane Letters Degree Upon Gerald K. Santos, Fred Kalani Meinecke, and Michael D. Nakasone**

Acting Chair Lee referenced background information pertaining to each of the abovementioned candidates for an Honorary Doctorate of Humane Letters provided in the board materials packet and asked if regents wanted to speak about any of the noted individuals.

Citing previous interactions with Mr. Nakasone during his time as governor, Regent Abercrombie applauded the exceptional work of Michael D. Nakasone stating that his significant contributions to the music community and the profound impacts he had on students warrants approval of this honorary degree.

Regent Abercrombie moved to approve the awarding of an honorary Doctorate of Humane Letters to Gerald K. Santos, Fred Kalani Meinecke, and Michael D. Nakasone, seconded by Vice-Chair Wilson, and noting the excused absences of Regent Mawae and Regent Tochiki, the motion carried with all members present voting in the affirmative.

## **III. REPORT OF THE PRESIDENT**

### **A. Free Application for Federal Student Aid (FAFSA) Update and Impacts on UH**

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President Lassner explained that FAFSA is a means by which institutions of higher education are able to assess a student's financial need and determine federal financial aid options for these individuals. He summarized the general FAFSA application process; underscored the use of FAFSA by colleges and universities to award other forms of institutional aid to students in need; noted Congressional passage of the FAFSA Simplification Act in 2020, which was intended to make the application form simpler thereby maximizing the opportunity for students to obtain financial aid for pursuing their higher education goals; and spoke about several challenges encountered by students and their families since the United States Department of Education rolled out the new FAFSA forms in December 2023, including technical glitches in the processing and filling out of applications along with holdups in returning critical information to financial aid offices, which in turn has resulted in the extension of enrollment deadlines at UH, as well as many institutions of higher education across the nation.

While the issues facing FAFSA submissions and processing may have a negative bearing on college enrollment in Hawai'i and across the nation, their effects on the university's Fall 2024 enrollment remain uncertain. However, completion of FAFSA applications both locally and nationally have decreased significantly. As of March 1, only 28.4 percent of the 10,949 Hawaii public high school seniors from the class of 2024 have submitted a FAFSA, which is a substantial decrease from the class of 2023's submission rate of 48.3 percent at the same time last year. Nationally, only 30.7 percent of current high school seniors have turned in a FAFSA application as compared to 46.7 percent for the class of 2023. Even if families are able to submit a FAFSA application, most institutions will not be able to formally create financial aid packages until early April, six weeks later than previously announced, and four months later than is typical.

The administration continues to monitor the situation and is working with various stakeholders, including the Hawai'i P-20 Partnerships for Education and Hawai'i State Department of Education, to coordinate information, respond to unexpected changes from the federal government, and develop ideas to address this matter, such as holding meetings with federal officials, the offering of weekly webinars and in-school workshops to help students and families complete the FAFSA form, and the hosting of a FAFSA Hawai'i hotline. The university's financial aid offices are also on stand-by to develop financial aid packages for students as soon as they receive data back from the federal government for students who have submitted a FAFSA form via Banner, UH's student information system. Additionally, the administration is planning to discuss mitigation strategies at the next, regularly scheduled UH-HIDOE leadership collaboration meeting on Monday, March 25, 2024.

## **B. UH and the Festival of Pacific Arts & Culture (FestPAC)**

This June, Hawai'i will be hosting the 13<sup>th</sup> FestPAC, which was originally scheduled to take place in 2020 but was postponed due to the COVID-19 pandemic. Launched in 1972 to halt the erosion of traditional practices through ongoing cultural exchange, the festival has since become the world's largest celebration of indigenous Pacific Islanders with this year's event expected to draw about 2,200 delegates from 28 Pacific Island

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countries and territories to Honolulu. Some key elements of the university's involvement in the festival include UHM's provision of 2,000 beds within its student housing facilities for FestPAC delegates; the hosting of several major FestPAC events, such as the opening and closing ceremonies, in the Stan Sheriff Center; and the holding of two, six-hour, cultural sharing events at UHWO. Voyaging canoes from around the Pacific are also expected to take part in a ceremony at Hakipu'u on the Windward side of O'ahu, the site where Hōkūle'a was first launched 49 years ago. From there the wa'a will sail to and berth at Honolulu Community College's Marine Education and Training Center located on Sand Island.

**C. Release of Hawai'i College and Career Readiness Indicators Report (Hawai'i CCRI)**

Hawai'i CCRI, a comprehensive report providing information on how well Hawai'i's high school seniors are prepared for success in college, career, and community, was recently released and contains information pertinent to the university. President Lassner highlighted some data points of interest from the report including Hawai'i's college going rate, which remains flat for the class of 2023, with just 51 percent of graduating seniors attending college the first fall after high school graduation, and is still below the college going rate of 56 percent witnessed pre-pandemic; the number of high school seniors deciding to go to college who select a UH campus as their institution of choice, which is holding steady at 31 percent of Hawai'i's college going rate; and increased enrollment in college level math and English at UH, as compared to last year, which is an important milestone towards graduation. At the high school level, participation in the dual credit program and the awarding of diplomas with honors have seen increases while on-time graduation persists at 86 percent. Although the college going rate is slowly recovering from the pandemic, low and stagnated figures for those opting to pursue some form of post-secondary education or training is a significant concern for Hawai'i's future and the previously mentioned FAFSA challenges certainly will not help the situation.

**D. Hawai'i Broadband Update**

President Lassner briefed regents on the university's role in leading broadband infrastructure initiatives for Hawai'i at the behest of Hawai'i's Congressional delegation, the State Legislature, and the last two governors. Since he last spoke to the board about this matter in October 2023, the university has issued a contract through the Research Corporation of the University of Hawai'i for the creation of a new, open-access interisland fiber system and landing stations via an innovative public-private partnership utilizing federal funds. The new system will connect six islands and provide a resilient broadband infrastructure network throughout the state with substantial capacity for existing and new residential and business broadband service providers and subscribers. Work on the final preparations for permit applications related to this project has commenced with the start of initial service targeted for December 2026. While additional details on this project cannot be divulged at this time due to non-disclosure agreements, the administration is expecting to provide further information on, as well as seek board approval for, significant parts of the project within the next two months. It

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was also noted that the university's broadband strategies for the state, and subsequent announcement of the aforementioned contract's issuance, resulted in significant national and global interest among major players in the region regarding trans-pacific landings, and is something the administration believes can be leveraged to advance Hawai'i's global connectivity, which has been a State priority going back to 2007.

Regent Tochiki arrived at 10:51 a.m.

**E. Other**

Renovations to Bachman Hall have been completed with most of the former occupants returning to the building about two weeks ago. A formal blessing for the building was held in early March and a larger, more open-house type of event is being planned for May. President Lassner lauded the efforts of VP Gouveia and her team to modernize a classic Ossipoff designed structure while maintaining the sensibilities of its very special architecture.

Efforts to transition the university's management and stewardship responsibilities for Maunakea to the Mauna Kea Stewardship and Oversight Authority (MKSOA) are underway and the administration looks forward to working closely with John De Fries, who has been named as the Executive Director of MKSOA, on this matter.

Extramural funding for, and philanthropic investment in, the university continue to experience upward trends which serves as a good indicator of federal agency and community confidence in the institution and the work being done by its faculty for Hawai'i and beyond. To date, total extramural funding is experiencing an approximately 25 percent increase over same-day figures from 2023 with UHM and UHH leading the way.

Several recent developments, such as a court decision regarding the enforcement of National Collegiate Athletic Association regulations pertaining to certain Name, Image, and Likeness situations, a ruling by a regional National Labor Relations Board director relating to unionization eligibility for basketball players at Dartmouth College, and the signing of a six-year, \$7.8 billion contract between ESPN and College Football Playoffs for sole media rights to the expanded playoff event continue to underscore the seismic shifts occurring in intercollegiate athletics.

**F. UHM Presentation**

Referencing UHM's detailed presentation contained within the board materials packet, Provost Bruno stated the campus is thriving and highlighted a number of its accomplishments emphasizing all-time highs being experienced in the institution's receipt of extramural research awards, graduation rates, and entering freshman enrollment, which has surpassed 3,000 students for the second year in a row, a feat that, until last year, was never before accomplished in the first 115-years of the campus's existence. He also pointed out UHM's course modality consists primarily of in-person instruction; discussed enrollment increases in resident, non-resident, and international students, which is consistent with the campus mission of being a globally

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recognized center of learning and research with kuleana to serve the people and places of Hawai'i, and its neighbors in the Pacific and Asia; and spoke about some of the more pressing challenges being faced by the institution, such as ensuring the provision of necessary academic, health, and wellness support for each and every student and the availability of a requisite number of courses and class sections to accommodate the needs of students, as well as actions being taken to address these matters. While major strides have been made on a number of these issues, UHM recognizes that much more work needs to be done.

To further illustrate the success of the campus and its programs, a video showcasing the stories of UHM students was shown.

Jose Magno, Dr. Leah Bremer, and Dr. Kamana Beamer, UHM staff and faculty members respectively, each provided personal stories about their experiences at UHM and the impact it has had on their lives; spoke about the work they have done and were currently engaged in; and offered their perspectives on UHM's kuleana to Hawai'i and its people, as well as the part the institution can play in developing a better future for the islands. Dr. Bremer and Dr. Beamer also stressed the importance of UHM's role as a R1 research, and indigenous serving, institution in solving the key challenges facing Hawai'i.

#### **IV. COMMITTEE AND AFFILIATE REPORTS**

##### **A. Report from the Committee on Institutional Success**

##### **B. Affiliate Report: Career and Technical Education Coordinating Advisory Council (CTECAC)**

Acting Chair Lee referred regents to the respective standing committee report from the March 7, 2023, committee meeting, as well as the affiliate report for CTECAC, which were contained in the materials packet.

#### **V. AGENDA ITEMS**

##### **A. Consent Agenda**

- 1. Authorizing the University of Hawai'i to Participate in a Memorandum of Agreement (MOA) with the Hawai'i Community Development Authority (HCDA) and the State of Hawai'i Housing Finance Development Corporation (HHFDC) for the Development of Infrastructure and Housing on University of Hawai'i Property in West O'ahu**
- 2. Approval of Amendment/Revision to Regents Policy 8.203 Reserve Policy**

Regent Abercrombie voiced his opposition to Agenda Item V.A.1, repeating similar concerns and questions about this issue which he raised during the meeting of the Committee on Institutional Success held on March 7, 2024. He urged fellow regents to approach this subject in a more thoughtful and cautious manner given the serious implications it could have for the university; stressed the need for the board to engage

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with the HCDA and HHFDC boards so that a clear understanding of the project's parameters and the roles and responsibilities of each party, or their designees, is developed; and underscored the importance of the board taking a greater initiative to involve itself in decisions on proposals of this nature and other matters related to the university.

While she acknowledged Regent Abercrombie's concerns, Regent Paloma expressed her belief that the MOA was a first step in a very lengthy process and simply laid the groundwork for partnerships between the university, HCDA, and HHFDC. She then moved to approve the consent agenda and the motion was seconded by Regent Loo.

Regent Akitake suggested including updates for this project as a regular item on future committee agendas thus affording regents with an opportunity to provide feedback and direction as to how the board wants to proceed on this issue. She also verbalized her agreement with Regent Abercrombie's point of view concerning greater involvement by the board in projects of this nature, particularly earlier on in the process.

Discussions ensued on possible ways the board could avoid having trepidations such as those raised by Regent Abercrombie crop up on university development projects in the future.

There having been a motion that was moved and seconded, a roll call vote was taken, and noting the excused absence of Regent Mawae, and the no vote of Regent Abercrombie, the motion carried with all other members present voting in the affirmative.

### **C. Approval of an Indemnification Provision in an Agreement Issued by Oregon State University (OSU) to UH**

VP Syrmos presented background information on the request to approve the aforementioned indemnification provision stating that it will allow UHM's Department of Civil, Environmental and Construction Engineering within the College of Engineering to develop a guide for the application of digital technologies and systems for highway infrastructure construction projects through an agreement with OSU.

Regent Loo moved to recommend board approval of an indemnification provision in an agreement issued by OSU to UH, seconded by Regent Paloma, and noting the excused absence of Regent Mawae, the motion carried with all members present voting in the affirmative.

### **D. Election of Officers**

Acting Chair Lee stated that, while the Bylaws of the Board of Regents (Board Bylaws) contain provisions for succession when a vacancy occurs in the position of Board Chair, as is currently the case, questions have arisen regarding this succession. As leadership elections will occur at a board meeting in July, he recommended

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maintaining the status quo with the First Vice-Chair and Second Vice-Chair continuing to serve in their roles as Acting Chair and Second Vice-Chair respectively.

Discussions ensued on Acting Chair Lee's suggestion with the majority of regents supporting the proposal.

Although Regent Higaki agreed with Acting Chair Lee's recommendation, he pointed out the Board Bylaws's silence when it came to succession should there be a vacancy in the position of First Vice-Chair. He also spoke about past discussions pertaining to the board's Vice-Chair position and underscored previous decisions to select two Vice-Chairs as allowed under Hawai'i Revised Statutes and Board Bylaws. As such, he advocated for Acting Chair Lee's proposal with a proviso that the board forge ahead with a single Vice-Chair for the time being and designate Second Vice-Chair Wilson as the individual to fill this role.

Questions arose about the necessity of having a motion to accept the noted proposal and the appropriateness of using the titles Acting Chair for Regent Lee and Acting Vice-Chair for Regent Wilson. It was decided that a motion to accept the proposal was unnecessary. Additionally, Regents agreed to utilize the titles of Interim Chair and Interim Vice-Chair for Regents Lee and Wilson, respectively, until board officer elections are held in July.

**E. Report on [Senate Committee on Higher Education Informational Briefing of March 7, 2024](#) by Regents Abercrombie, Lee, and Wilson, as required by Section 92-2.5(e), Hawai'i Revised Statutes.**

Interim Chair Lee noted his participation in an informational briefing held on March 7, 2024, by the Senate Committee on Higher Education and provided a summary of discussions on issues such as the Sinclair Library project, unused and vacant university facilities, and the provision of club memberships to certain individuals, that occurred at this meeting.

Regent Abercrombie and Interim Vice-Chair Wilson announced their participation in the same meeting noted by Interim Chair Lee and concurred with his summary of the discussions. Regent Abercrombie also stressed that compliance with Hawai'i's Open Meetings Law was strictly adhered to by himself, Interim Chair Lee, and Interim Vice-Chair Wilson, and talked about some of the challenges faced by the board due to this law.

**F. Monthly UHM Student Housing Report**

David Akana, Interim Director of Student Housing at UHM, briefed regents on the progress of several initiatives designed to elevate the overall student living experience at UHM since the board's February 16, 2024, meeting including irrigation repairs and landscaping improvements to areas around several student housing facilities, which are currently underway; the recruitment, training, and hiring of 95 Resident Assistants (RAs) for the 2024-2025 Academic Year (AY); and the recently approved five percent annual increase to student housing rates which are scheduled to take place over each of the

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next three AYs beginning this fall and will help to improve the financial viability of Student Housing Services (SHS). He also drew attention to the important and unique role of RAs, individuals with whom student housing residents most frequently interact and directly communicate, in the holistic development and education of these students.

Regent Akitake asked if the approach used to manage and implement the landscaping improvements mentioned in SHS's written student housing update report was standard practice or if this process was changed due to the temporary transfer of unit oversight to VP Gouveia. Additionally, she requested clarification on the Office of Campus Operations and Facilities (COPF) role in the landscaping improvement project. Interim Director Akana replied that the current manner in which landscaping improvements were being addressed at UHM's student housing facilities was atypical relative to SHS's past practices. With respect to COPF's role in the project, VP Gouveia responded that organizationally, Blake Araki, Director of COPF, reported directly to her, with the normal jurisdiction of his unit encompassing the provision of building and ground maintenance for the main Mānoa campus, which historically and traditionally has excluded student housing facilities and grounds. However, due to the temporary reassignment of student housing matters to the Office of the VP for Administration (OVPA), COPF has been able to seamlessly incorporate facilities and grounds maintenance work for UHM's student housing areas within the sphere of its jurisdiction.

In light of improvements in responding to issues facing UHM student housing facilities under the aforementioned management structure, Regent Akitake inquired as to whether this organizational arrangement would be made permanent. She also asked if this new structure was dependent upon the contents of the student housing report KMH LLP is currently developing. VP Gouveia replied that this management structure will be continued, at least for the short-term. While the administration is evaluating possible reorganization scenarios to more effectively and efficiently address issues related to student housing at UHM, uncertainties remain about the impacts separating the UHM Chancellor position from that of the President could have on such a restructuring given the differences between the duties and responsibilities of UH systems and the UHM campus administration. VP Gouveia also stated that decisions about any new management structure for student housing at UHM and the contents of the KMH LLP report involved two separate and distinct issues. KMH LLP's efforts are intended to generate financial models that can be used as resources by the administration to develop room rate scenarios based upon forecasts regarding the short-, mid-, and long-term fiscal requirements to meet UHM's student housing needs.

Regent Abercrombie lauded the efforts of Interim Director Akana and COPF Director Araki. He also offered his perspectives on some of the past issues which led to the current situation facing UHM student housing and expressed his belief in the necessity of making policy decisions in the near future with respect to the oversight and management of student housing at UHM.

Vice Chair Wilson shared his thoughts on the need to strike a balance between the need for student housing affordability and the generation of sufficient revenues to operate, repair, and maintain these facilities.

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Regent Tochiki inquired as to whether progress was made in hiring adequate staff to address the day-to-day maintenance of SHS facilities. Interim Director Akana responded in the affirmative, referencing the recent hiring of additional building maintenance and custodial staff, and is actively working to fill the few remaining vacancies.

Discussions ensued between Regent Akitake, Regent Abercrombie, President Lassner, and VP Gouveia about the permanent integration of student housing oversight authority within the responsibilities of OVPA; the thought processes behind the administration pausing efforts to develop possible scenarios to accomplish this task; whether differences in the respective duties of a UHM Chancellor and University President resulting from the separation of these positions could have an impact on this work due to jurisdictional uncertainties and concerns; the complexities involved with organizational restructuring including the need to address consultation requirements in addition to any collective bargaining matters; and the time requirements for such a task which, in some instances, could take years to accomplish.

In view of the aforementioned discussions and the clear direction from Regent Abercrombie and Regent Akitake, President Lassner remarked that the administration would continue to pursue the possibility of permanently relocating UHM student housing matters under the auspices of OVPA. For the purpose of complete and full disclosure, VP Gouveia added that doing so would not only result in the transfer of student housing's building and ground management unit to OVPA but would ultimately involve the permanent relocation of other elements of student housing such as its human resources, fiscal, and information technology units. She also wanted to stress that there have only been preliminary, internal conversations about the concept of transferring student housing oversight to OVPA; discussions on this issue are still in the infancy stage; formal consultation with various groups would be required should there be a desire to move forward with the development of a formal reorganization plan; and the administration is dedicated to respecting, complying with, and honoring the consultation process.

## **G. Legislative Update**

Amy Kunz, Associate Vice President (AVP) for Budget and Finance/University Controller, presented updates on a number of measures and priority issues that the university is following at the Legislature this year including the university's legislative package bills, as well as items of interest involving the administration and board. She briefly went over legislation regarding, among other things, the university's operating and capital improvement budgets, highlighting variances between the university's budget requests approved by the board and those authorized by the governor in relation to what was included in the House of Representatives' version (House) of the State Budget; resident tuition fees; university procurement; personnel issues; collective bargaining; technology transfer; innovation and commercialization; the cigarette tax; the Hawai'i Promise Program; public agency and open-meetings requirements as they relate to the board; Maunakea; the ability to issue revenue bonds; the development of a stadium on the UHM campus; tuition waivers and scholarships; the Research

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Corporation of the University of Hawai'i; response, recovery, mitigation, and future planning issues relating to the Maui wildfires and wildfires in general; and the permitted use and consumption of cannabis at certain university facilities. AVP Kunz also reviewed the legislative calendar and timetable for the remainder of the session.

Regent Abercrombie asked if the \$125,000,000 in Renew, Improve, and Modernize (RIM) project funding included in the version of the State Budget passed by the House contained appropriations for UHM student housing. VP Young replied that the referenced funding was appropriated for the purpose of addressing systemwide RIM projects and did not specifically allocate money for endeavors related to UHM student housing. However, language contained within the House version of the State Budget with respect to RIM project funding does reference student housing. As such, the administration believes that an opportunity exists for these monies to be deployed for use on student housing projects.

Conversations ensued between VP Young and Regent Abercrombie on, among other things, the flexibility the administration has in utilizing systemwide RIM project funding; the general process used to determine the disposition of this money; the lack of funding for early childhood educational programming at UHWO within the House's version of the operating budget; the status of bills specifically related to several of the university's capital projects, the development of a stadium on the UHM campus, and the Mauna Kea Stewardship Oversight Authority; the funding of positions for the College of Tropical Agriculture and Human Resources; the House's deference to many of the governor's operating budget requests; and the ongoing Aloha Stadium project.

Vice-Chair Wilson inquired about the status of House Bill 2504, which related to the cigarette tax and was of critical importance to the University of Hawai'i Cancer Center. VP Young reported that, although House Bill 2504 was approved by the initial committees to which it had been referred, extensive amendments were made to the measure. Since this action took place late yesterday afternoon, the administration has not had the opportunity to thoroughly vet the changes made to the bill and thus could not speak to its current contents.

#### **H. Faculty Workload Annual Report (Workload Report)**

VP Halbert succinctly reviewed the purpose and objectives of the Workload Report along with the processes used to create the document – a document which is required to be given annually to the board under RP 9.214. She also spoke about teaching assignments, as well as other workload equivalencies, in relation to the Workload Report; noted some of the key definitions used throughout the Workload Report highlighting the need to amend some of this terminology for the next academic year due to changes in faculty classifications recently approved by the board; briefly mentioned information contained within the Workload Report with respect to instructional faculty with complete workload assignments over the last three academic years; and pointed out instructional and non-instructional faculty headcount trends experienced by the university over the past ten years noting the affects these numbers can have on overall teaching assignment and workload equivalency data.

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**VI. ANNOUNCEMENTS**

Interim Chair Lee announced that the next board meeting was scheduled for April 18, 2024, at Kapi'olani Community College.

**VII. ADJOURNMENT**

There being no further business, Interim Chair Lee adjourned the meeting at 1:10 p.m.

Respectfully Submitted,

Yvonne Lau  
Executive Administrator and Secretary  
of the Board of Regents