MINUTES OF REGULAR MEETING OF THE
UNIVERSITY OF HAWAI'I BOARD OF REGENTS

June 16, 2004

I. CALL TO ORDER

The monthly meeting of the Board of Regents was called to order by Chairperson Patricia Y. Lee on Wednesday, June 16, 2004 at 8:41 a.m., in the Campus Center Conference Chamber, Room 220, University of Hawai‘i at Mānoa.

Attendance

Present were Regents Byron W. Bender, James J. C. Haynes II, Trent K. Kakuda, Charles K. Kawakami, Kitty Lagareta, Walter Nunokawa, Jane B. Tatibouet, Alvin A. Tanaka, and Myron A. Yamasato; Acting President David McClain; Executive Administrator and Secretary of the Board David Iha; and Executive Assistant Carl H. Makino.

Also present were Mr. Walter Kirimitsu, University General Counsel; Mr. Sam Callejo, Chief of Staff; Dr. Doris Ching, Vice President for Student Affairs; Dr. James Gaines, Interim Vice President for Research; Dr. Linda Johnsrud, Interim Associate Vice President for Planning and Policy and Acting Chancellor, University of Hawai‘i at West O‘ahu; Ms. Carolyn Tanaka, Associate Vice President for External Affairs and University Relations; Ms. Peggy Cha, Chancellor, Kaua‘i Community College; Dr. Shirley Daniel, Interim Chancellor, Hawai‘i Community College; Dr. Angela Meixell, Chancellor, Windward Community College; Dr. John Morton, Chancellor, Kapi‘olani Community College; Dr. Clyde Sakamoto, Chancellor, Maui Community College; Dr. Rose Tseng, Chancellor, University of Hawai‘i at Hilo; Mr. Presley Pang, Associate General Counsel; Mr. J. N. Musto, Executive Director, University of Hawai‘i Professional Assembly; Ms. Lei Desha, Field Services Officer, Hawai‘i Government Employees Association; and others.

II. APPROVAL OF MINUTES

Upon motion by Regent Kakuda and second by Regent Nunokawa, the Board approved the minutes of the June 3, 2004 meeting, as circulated.
III. RECOMMENDATION FOR ACTION AND
GENERAL INFORMATION

Associate in Applied Science Degree and Associated Certificates in Hotel
Operations, Hawai‘i Community College

Interim Chancellor Daniel requested that the Board approve the establishment
of an Associate in Applied Science degree for Hotel Operations at Hawai‘i Community
College (HawCC) to begin Fall 2004.

The hospitality industry, the primary private employer on the Island of Hawai‘i,
needs a skilled labor pool to meet their employment standards. A two-year Hotel
Operations Program (HOPE) would meet this need by providing students with basic
competencies expected of employees of the hospitality and visitor industry.

The Advisory Council of the Hospitality Training Institute recommends
establishment of a two-year Associate of Applied Science (AAS) Degree to increase
the job-skills of the local work force and meet the requirements of the Equal
Employment Opportunities Commission (EEOC) for hiring, promotion and pay
increases. The Council feels that the current one-year Certificate of Completion is a
similar learning experience to that offered by the initial training in the resorts. To attract
students, HawCC needs to expand its offerings in this field.

Projected island-wide growth presents HawCC with an ideal opportunity for
improving the Hotel Operations Program to meet the demands of this growing market.
By acting now to establish the AAS degree, HawCC will be in the position of providing
a new crop of potential managers when the projected visitor count resurges.

The Hotel Operations Program will provide students with basic competencies
essential to successful entrance and advancement in the hospitality and visitor industry
by emphasizing acquisition and development of needed technical and critical thinking
skills.

The objectives of the proposed program are:

C To meet the growing needs of the hotels and related hospitality/visitor
organizations by training existing and future employees in basic skills
needed to obtain entry-level and supervisory positions.

C To provide job upgrading skills necessary for career advancement in the
hospitality/visitor industry.

C To develop skills in verbal and written communication.

C To enable students to become aware of and understand the ethics and
values in the hospitality/visitor industry.

C To enable students to demonstrate proper work attitudes and work
habits.
To enable students to demonstrate general knowledge of hotel departmental functions and their relationship.

To enable students to demonstrate general knowledge of the structure, function and operation of hospitality/visitor industry enterprises.

To enable students to demonstrate entry-level proficiency in technical skills required in the hospitality/visitor industry.

To enable students to choose an appropriate career path based on industry knowledge or requirements.

To expose students to proper etiquette and enable students to practice proper appearance and hygiene techniques as required by industry standards.

To enable students to demonstrate judgment and skills necessary in the job selection process.

To enable students to become aware of Hawai’i’s history and culture and be able to integrate this knowledge in hospitality/visitor industry operations.

Presently the Hotel Operations Program Curriculum Committee (PCC) is developing student learning outcomes and assessments as recommended for the next accreditation by the Western Association of Schools and Colleges (WASC).

The newly revised Certificate of Completion (CC) will be a one-year program that will enable students to qualify for entry-level positions in the hospitality/visitor industry. This program will consist of 19 credit hours.

The proposed Certificate of Achievement (CA) is an intensive one-and-a-half to two-year program of study for those positions in the hospitality/visitor industry that are entry level, and require higher cognitive learning. This program will also provide job-upgrading skills and will consist of 40 credit hours.

The proposed Associate in Applied Science Degree (AAS) is an intensive two-year program of study for those positions that possess career-ladder potential and require increased cognitive learning. This two-year technical-occupational degree is not intended nor designed for transfer to a baccalaureate program; however, 27 credit hours are from courses of the 100 level or higher that could be articulated for higher degrees. This program will consist of 63 semester credits. As the program grows, courses will be increased to the 100 level and above to enable articulation into a baccalaureate program.

The goal is to strengthen Hawai’i Community College’s current Hotel Operations program by expanding it to include all areas of the hospitality/visitor industry and to offer additional education options (Certificate of Completion, Certificate of Achievement, and Associate in Applied Science Degree). A broader range of courses will serve to meet the growing needs of the community as well as current employees of the hospitality/visitor industry. Expanding the curriculum is a step toward bridging the
gap between skills being taught in the current program and the actual skills and competencies required by employers on the Island of Hawai‘i. The expanded program serves to equip students with basic competencies needed to effectively compete and succeed in the hospitality/visitor industry.

Expanding the Hotel Operations Program to include all aspects of the hospitality/visitor industry training aligns with the College’s mission to “provide the community with a responsive educational environment which empowers learners to develop skills and knowledge to be responsible and productive in a complex world”. Additional educational options (CC, CA, & AAS) give individuals in the Big Island community the opportunity to develop skills and knowledge needed to gain employment and advance in the rapidly growing hospitality/visitor industry without traveling off-island.

The School of Travel Industry Management is now planning the articulation of some of the HOPE courses and designing bridge courses that would give the HOPE student a pathway to earning a bachelor’s degree within the University of Hawaii system.

Based on the advice of the HOPE Advisory Council, the track record of Māui CC and Kapiolani CC HOPE graduates and the experience of the present Hawai‘i CC Food Service Program, all graduates of the Hotel Operations program should be offered suitable hospitality industry jobs on the Island of Hawai‘i.

Regent Kawakami moved to approve the Associate of Applied Science degree in Hotel Operations at Hawai‘i Community College to be effective in the Fall of 2004 subject to the Regents’ policy on provisional academic programs as presented in Item A-1 of the Board of Regents’ agenda dated June 16, 2004. Regent Haynes seconded the motion which was unanimously carried.

IV. GIFTS, GRANTS AND CONTRACTS

Interim Vice President Gaines reported that during the period April 16, 2004 through May 15, 2004, the University of Hawai‘i system received a total of $31,895,355. The University of Hawai‘i at Hilo received a total of $5,000 during the same period.

Regent Tatibouet moved to accept with thanks the gifts and grants and ratify the actions of the administration in executing the necessary contracts as presented in Attachment #1 of the Board of Regents’ agenda dated June 16, 2004. Regent Yamasato seconded the motion which was unanimously carried.

V. APPOINTMENTS, CHANGES IN APPOINTMENTS, LEAVES OF ABSENCE, PROMOTION, TENURE, WAIVER OF MINIMUM QUALIFICATIONS, EMERITUS TITLES, SHORTENING OF PROBATIONARY PERIOD, SALARY ADJUSTMENTS, POSITION ACTIONS, CLASSIFICATION, PRICING

Acting President McClain recommended the appointments, changes in appointments, leaves of absence, promotion, tenure, waiver of minimum qualifications,
emeritus titles, shortening of probationary period, salary adjustments, position actions, classification, and pricing as follows:

UNIVERSITY OF HAWAI’I, SYSTEM

Executive

NAKAMURA, GLENN K.
Interim Director of University Budget
University Budget Office
Reappointment
July 1, 2004 - June 30, 2005 or until a permanent appointment is made

Managerial

YUEN, EDWARD D. L.
System Director of Human Resources
Office of Human Resources
Salary Adjustment
April 30, 2004

HASHIMOTO, BRENNA
Interim Associate Director of Human Resources
Office of Human Resources
May 1, 2004 - April 30, 2005 or until an Associate Director of Human Resources is appointed, whichever occurs sooner.

AKAMINE, RYAN M.
University Associate General Counsel
Off of the VP for Legal Aff & Univ Genl Counsel
June 14, 2004 - June 13, 2005

UNIVERSITY OF HAWAI’I AT MĀNOA

Executive

O’MEALY, JOSEPH
Interim Dean
College of Languages, Linguistics and Literature
Reappointment
September 1, 2004 - August 31, 2005, unless sooner relieved.
PORTER, EDGAR  
Interim Dean  
School of Hawaiian, Asian and Pacific Studies  
Reappointment  
September 7, 2004 - September 6, 2005, or until a permanent dean is appointed, whichever is sooner

Managerial

GRIFFIN, P. BION  
Interim Associate Dean for Academic Affairs  
College of Social Sciences  
Reappointment  
July 29, 2004 - January 27, 2005, unless sooner relieved

Administrative, Professional and Technical

GOO, VINCENT  
UH Women’s Head Basketball Coach  
Intercollegiate Athletics  
Reappointment and Salary Adjustment  
August 17, 2003 - August 16, 2004

COMMUNITY COLLEGES

Executive

SAKAGUCHI, SANDRA  
Chancellor, or as assigned  
Hawai‘i Community College  
Multiple Year Incentive Early Retirement Appointment  
July 1, 2004 - July 30, 2007

Managerial

MIYASAKI, HARRIET  
Interim Assistant Dean  
Honolulu Community College  
Reappointment  
July 1, 2004 - June 30, 2005, or until the position is filled on a regular basis, whichever occurs sooner
MURAOKA, KAREN T
Director of University of Hawai‘i Center (CC)
Maui Community College
Professional Improvement Leave at Half Pay
August 1, 2004 - July 31, 2005

TANIGUCHI, CHAD
Interim Assistant Dean
Honolulu Community College
Reappointment
July 1, 2004 - June 30, 2005, or until
the position is filled on a regular basis,
whichever occurs sooner

YAMANE, NOREEN R.
Interim Dean of Instruction
Hawai‘i Community College
Reappointment
July 1, 2004 - September 30, 2004

Emeritus

CONNER, JOHN W.
Professor
Literature
Leeward Community College
Upon Board Approval

MUNRO, LESLIE A.
Professor
English
Leeward Community College
Upon Board approval

Regent Lagareta moved to approve the personnel actions as recommended in
Attachment #2 of the Board of Regents' agenda dated June 16, 2004. Regent
Nunokawa seconded the motion which was unanimously carried.

Resignations and Retirements of Board of Regents’ Appointees

The list of resignations and retirements of Board of Regents' appointees and
retirements of Civil Service employees was presented for information. (The list of
resignations and retirements is presented in Attachment #2 of the Board of Regents'
agenda dated June 16, 2004.)
VI. NEW OR OTHER BUSINESS


Regent Lagareta, Chairperson of the Regents’ Committee on Personnel and Legal Affairs, reported that the committee, having been assured that the respective reviews for promotion and tenure were conducted in accordance with established University criteria and procedures, recommended approval of the 2003-2004 promotion and tenure recommendations.

The Committee congratulates those who were approved for tenure and promotion and extends its appreciation to them for choosing to make their professional commitments at the University of Hawai’i. The Committee looks forward to their continued excellence and contributions throughout the coming years.

Regent Lagareta moved to approve the recommendations for promotion and tenure for 2004. Regent Tatibouet seconded the motion which was unanimously carried.

Honoring of Outgoing Regents

Chairperson Lee recognized outgoing Regents Walter Nunokawa and Charles Kawakami. She noted that Regent Nunokawa is a longstanding member of the University community, a professor emeritus, and one of the most passionate and committed members of the Board. She stated that Regent Kawakami served with conviction and had the courage to speak his mind. He was an advocate of the community colleges.

Regent Nunokawa acknowledged his fellow Regents and stated that it was a very rewarding year for him personally.

Regent Kawakami stated that serving on the Board was a rewarding experience. He will always treasure his association with the Regents who served with him on the Board during his tenure and appreciated the hard work of the professors and educators at the University of Hawai’i.

VII. REPORT OF EXECUTIVE OFFICER

Acting President McClain stated that it was a difficult day for the University of Hawai’i. He said that Evan Dobelle was committed to the University, to its students, to its faculty, and to the staff and will be remembered for his hope, his energy and enthusiasm that he brought to the university.

Acting President McClain made a commitment to the native Hawaiian community and to the University community, to the students and their families, and to the faculty and staff, that a transformation educational experience will be provided and will continue to do that for the community. He made a commitment to the State of Hawai’i to make the University of Hawai’i achieve the objectives that are set forth in the
State constitution, the laws of the State of Hawai‘i, and the Board of Regents’ policies. He remarked that his motto will be ‘Kulia i ka Nu‘u – Strive for the highest.

Testimony was given in support of Dr. Evan Dobelle by Dr. Lilikala Kame‘elehiwa, Director for the Center of Hawaiian Studies (through June 30, 2004), members of the Budget Subcommittee of the Kualii Council, and members of the Pukoa Council who stated that Dr. Dobelle was the first president of the University to champion Hawaiians.

Dr. Kame‘elehiwa voiced her support of Dr. Peter Englert, Chancellor of University of Hawai‘i at M‘noa.

Chairperson Lee thanked the testifiers reassuring that the Regents believed in Hawaiian immersion education and that Hawaiian programs, studies, and culture will not be jeopardized by Dr. Dobelle’s departure. She said that the promotion of native Hawaiian studies and culture is a key part of the University’s strategic plan.

Chairperson Lee asked the University community for its understanding, support and patience during the transition.

Regent Lagareta echoed Chairperson Lee’s comments and also extended her reassurance of the Board’s support of Dr. McClain. She stated that one of the things that made the decision so difficult was the fact that the Board recognized some significant achievements that were made by Dr. Dobelle and in making its decision, the Board was not discrediting his achievements.

Regent Lagareta inquired about proposed policies from Dr. Kame‘elehiwa. She stated that the Board had never seen or heard about the proposed policies. Dr. Kame‘elehiwa responded that she believed that it was with the University General Counsel’s Office.

VIII. ANNOUNCEMENT

Next Meeting

Chairperson Lee announced that the next monthly meeting of the Board of Regents would be held on Friday, July 16, 2004 at 8:30 a.m. at the University of Hawai‘i at M‘noa.

IX. ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 9:40 a.m.

Respectfully submitted,

David Iha, Executive Administrator
and Secretary of the Board