

MINUTES

BOARD OF REGENTS COMMITTEE ON PERSONNEL AFFAIRS AND BOARD GOVERNANCE MEETING

FEBRUARY 4, 2021

Note: On January 30, 2020, the World Health Organization declared the outbreak of COVID-19 a public health emergency of international concern, subsequently declaring it a pandemic on March 11, 2020. On March 16, 2020, Governor David Y. Ige issued a supplementary proclamation that temporarily suspended Chapter 92, Hawaii Revised Statutes, relating to public meetings and records, “to the extent necessary to enable boards to conduct business in person or through remote technology without holding meetings open to the public.”

I. CALL TO ORDER

Committee Chair Robert Westerman called the meeting to order at 8:33 a.m. on Thursday, February 4, 2021. The meeting was conducted virtually with regents participating from various locations.

Committee members in attendance: Chair Robert Westerman; Vice-Chair Simeon Acoba; Regent Eugene Bal; Regent Michelle Tagorda; and Regent Ernest Wilson.

Others in attendance: Board Chair Benjamin Kudo; Regent Kelli Acopan; Regent Wayne Higaki; Regent Randy Moore; Regent Alapaki Nahale-a (ex officio committee members); President David Lassner; Vice President (VP) for Administration Jan Gouveia; VP for Community Colleges Erika Lacro; VP for Legal Affairs/University General Counsel Carrie Okinaga; VP for Information Technology/Chief Information Officer Garret Yoshimi; UH-Hilo Chancellor Bonnie Irwin; UH-West O’ahu Chancellor Maenette Benham; Executive Administrator and Secretary of the Board of Regents (Board Secretary) Kendra Oishi; and others as noted.

II. APPROVAL OF MINUTES

Regent Wilson moved to approve the minutes of the November 5, 2020, committee meeting and minutes of the January 7, 2021, joint meeting with the Committee on Academic and Student Affairs (ASA), seconded by Vice-Chair Acoba, and the motion carried with all members present voting in the affirmative.

Chair Westerman noted that the minutes of the January 7, 2021, joint meeting with ASA will still require approval by ASA at its next meeting in order for the minutes to be fully adopted.

III. PUBLIC COMMENT PERIOD

Board Secretary Oishi announced that the Board Office did not receive any written testimony, and no individuals signed up to provide oral testimony.

IV. AGENDA ITEMS

A. Retitling of the Vice President for Academic Planning and Policy (VPAPP) to Vice President for Academic Strategy (VPAS)

- 1. Recommend Board Approval to Retitle the VPAPP to VPAS**
- 2. Recommend Board Approval of Amendments to Regents Policy (RP) 2.201, Officers of the University of Hawai'i**

President Lassner requested board approval for the retitling of VPAPP to VPAS noting that Executive Policy 9.212, Delegation of Authority for Personnel Actions, states that the board is responsible for establishing, amending, and abolishing executive and managerial classes that directly report to the board or to the president. He provided a brief history of this VP position, the various changes made to the position class and title since 2010 noting that the last change was made in 2016, and the reasons for these changes. Some of the responsibilities associated with this VP position were reviewed with President Lassner stating that the VPAS will emphasize strategic planning in developing programs and initiatives to meet the state's higher education needs and to maximize student access and success in achieving educational goals throughout the State. The retitling of the position from VPAPP to VPAS will reinforce the position's executive leadership responsibilities for strategic academic planning and policy development. It was also noted that an amendment to RP 2.201 was necessary to reflect the change in position title.

Regent Acopan arrived at 8:37 a.m.

Chair Westerman asked if the VPAPP position was currently being filled and whether the duties of the position remained the same. President Lassner replied that this position was formerly held by recently-retired VP Donald Straney and that recruitment for this position will begin using the new position title immediately upon board approval of the retitling of the position. In general, the duties and responsibilities of the position will not be affected. However, he stated that the administration is considering centralizing labor relations responsibilities across the university system and therefore the responsibility of addressing labor relations matters with regard to personnel affiliated with the University of Hawai'i Professional Assembly that is currently part of the position's duties may be reassigned to another area.

Regent Wilson moved to recommend board approval of the retitling of the position of VPAPP to VPAS and to amend RP 2.201 to reflect the change in position title, seconded by Vice-Chair Acoba, and the motion carried with all members present voting in the affirmative.

B. Review of Personnel-Related Policies

Board Secretary Oishi provided an overview of personnel-related policies encompassed in Chapter 9, Personnel, of the RPs, which were reviewed by the Office of the Board of Regents (Board Office) in accordance with the Committee Work Plan. She noted that the Board Office reviewed the personnel-related RPs for technical and high-level issues and will be requesting the administration to conduct a substantive review as part of the policy review process. In general, the Board Office identified the

need for minor technical changes for the majority of the Chapter 9 RPs which include spelling and grammatical errors but have noted and raised potentially substantive questions on a few of the RPs, including RP 9.213, Evaluation of Board of Regents' Appointees; RP 9.215, Excluded Administrative, Professional and Technical (APT) Employees' Personnel Policies; and RP 9.217, Waiver of Oath of Loyalty for Select Employees, which will be forwarded to the administration to determine whether it is necessary to update the RP.

Vice-Chair Acoba noted that RP 9.212, which was amended last year, refers to an attachment and asked whether the attachment needed to be reviewed by the committee. Board Secretary Oishi responded that the attachment for RP 9.212 provides references for certain rights and benefits afforded to personnel by RPs or the Hawai'i Revised Statutes, as well as legal representation rights for executive and managerial employees. The Board Office has reviewed that attachment and found a technical error that it will correct. Additionally, the Board Office will forward that attachment, along with the other Chapter 9 RPs, to the administration for additional review and feedback.

Chair Westerman asked about the next steps for the committee in the review process of the Chapter 9 policies and questioned how the committee would address the technical issues that many of the policies appeared to contain, including whether the committee would want to hold an additional meeting specifically to address the technical amendments. Board Secretary Oishi responded that the Board Office will be forwarding the Chapter 9 RPs to the administration for additional review and feedback, including the necessity for amending any of the RPs, and will report back to the committee on any recommendations. She also noted that the current RPs provide the Board Secretary with the flexibility to make technical, nonsubstantive amendments to the policies without returning to the committee to seek approval for minor changes.

V. ADJOURNMENT

There being no further business, Regent Wilson moved to adjourn, seconded by Regent Bal, and with all members present voting in the affirmative, the meeting was adjourned at 8:49 a.m.

Respectfully Submitted,

/S/

Kendra Oishi
Executive Administrator and Secretary
of the Board of Regents