

## MINUTES

### BOARD OF REGENTS COMMITTEE ON PLANNING AND FACILITIES MEETING

FEBRUARY 3, 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, Hawai'i 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

Chair Michelle Tagorda called the meeting to order at 8:32 a.m. on Wednesday, February 3, 2021. The meeting was conducted virtually with regents participating from various locations.

Committee members in attendance: Chair Michelle Tagorda; Vice-Chair Wayne Higaki; Regent Simeon Acoba; Regent Kelli Acopan; Regent Alapaki Nahale-a; and Regent Jan Sullivan.

Others in attendance: Board Chair Benjamin Kudo; Regent Eugene Bal, Regent Randy Moore; Regent Robert Westerman; Regent Ernest Wilson (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 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; Executive Administrator and Secretary of the Board of Regents (Board Secretary) Kendra Oishi; and others as noted.

#### II. APPROVAL OF MINUTES

Vice-Chair Higaki moved to approve the minutes of the November 5, 2020, meeting, seconded by Regent Acopan, and the motion carried, with all members present voting in the affirmative.

#### III. PUBLIC COMMENT PERIOD

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

#### IV. AGENDA ITEMS

A. University of Hawai'i Space Utilization Update (deferred from 11/5/20)

VP Gouveia explained that the university has been working with an architectural consulting firm to acquire a better understanding of the university's space utilization and overall inventory through quantitative evaluations and analyses of campus facilities. She introduced Nate Goore of MKThink who would be providing an update on the space utilization work conducted to date on the UHM Campus, as well as report on baseline data gathered during a preliminary analysis of the UHWO campus.

Mr. Goore stated that MKThink has collaborated with the university for a number of years on the development and execution of a vision plan that is aligned with the university's Framework for the Future Initiative (Initiative). The Initiative encompasses a set of guidelines to create a sustainable physical campus that will support the university's strategies and priorities over the next 20 to 40 years. He noted that one of the major goals of the Initiative is to reduce overall facility square footage through increasing and improving the use of existing physical assets; reconfiguring existing spaces to increase occupancy to full-capacity; and assessing existing inventory to determine areas of square footage that can be removed or redeployed over time.

In 2017, the MKThink consulting team embarked on a discovery phase for the UHM Campus, gathering key data, assessing facilities campus-wide, and inventorying space. The information collected was then used to inform planning and decision-making for the physical assets on the UHM campus. Mr. Goore stated that UHM has an overall inventory of approximately 9.4 million square feet of facility space and that a goal was set to reduce this amount by about 1 million square feet, with a reduction target of 500,000 square feet for the UHM campus itself.

Details on the categorization of the types of spaces contained within UHM's inventory were provided with Mr. Goore noting that plans are currently in place to effectuate the reduction of square footage through a focused approach that minimizes the effects of overall space reduction and involve actions such as shifting space composition from predominately classroom use to laboratory use and consolidating faculty and office spaces to more of a shared-use configuration. He also highlighted several planned capital improvement projects (CIPs), including the Snyder Hall and Kuykendall Hall replacement projects, the Student Success Center project at Sinclair Library, the portable building demolition project, and administration center project, that will support the repurposing and reduction of overall square footage across the various space categories through increased density, efficient and effective reconfiguration, and space modification and modernization.

Although an emphasis was placed on improving classroom use as a means to reduce overall square footage when discussions regarding space utilization first began, Mr. Goore stated that the UHM classroom utilization rate remains at about 34 percent which equates to approximately 15.4 hours of use out of a possible 45 hours per week. He noted that the lack of a centralized system of classroom management at UHM is one of the biggest issues affecting the efficient and effective use of this space. As currently structured, the Vice Chancellor for Academic Affairs (VCAA) has oversight and control over class scheduling for 29 percent of the available classroom and laboratory space on campus with jurisdiction and class scheduling control for the remaining 71 percent of the available space falling under individual departments. This bifurcated system often

results in less-than-optimal use of available classroom space. Information and data on other factors affecting classroom use including the time-of-day and day-of-the-week classes are scheduled were also reviewed and discussed. MKThink anticipates that the CIPs mentioned earlier, improvement in the mechanics and governance of class scheduling, and implementation of other actions to right-size and reconfigure classroom space will begin to impact classroom utilization rates at UHM in the near future and allow the target goals of 75 percent classroom use at 80 percent occupancy to be met.

In 2020, MKThink began its space utilization analysis of the UHWO campus using similar metrics, principles, and methodology that was employed in the assessment of the UHM campus. Mr. Goore presented baseline data and some of the preliminary findings of this analysis, noting that UHWO has an overall inventory of approximately 263,000 square feet of facility space, including 39,400 square feet of classroom space, that is contained within six buildings on campus. He highlighted several unique attributes of the UHWO campus that will need to be considered when developing any proposed actions to improve facility utilization such as the almost even distribution of classroom and office space across all buildings on campus and the large amount of interior space (approximately 32 percent) considered to be circulation space specifically designed to promote student interaction.

Information and data on classroom use, as well as factors affecting this use, such as the time-of-day and day-of-the-week classes are scheduled, were also reviewed and discussed. Mr. Goore stated that the UHWO classroom utilization rate is about 40 percent, which equates to approximately 17.8 hours of use out of a possible 45 hours per week, and that classroom occupancy rates hover around 50 percent. Further analysis of classroom-use data also indicates that programmatic design of courses offered at UHWO results in relatively consistent class sizes of 20 students being held in classrooms initially designed for an occupancy of 50 students or more. As such, there is ample opportunity to recapture space for academic or other uses.

Mr. Goore remarked that MKThink began conducting space utilization analyses of each of the remaining campuses of the university system to gain a better understanding of facility use and inventory systemwide. He noted that the analysis of Leeward Community College has already been completed and that work on gathering and analyzing data for the remaining campuses is expected to be completed over the next few months.

Mentioning that numerous businesses and institutions are rethinking the way they conduct operations given the limitation on in-person interactions due to the COVID-19 pandemic, Regent Sullivan asked if MKThink observed any trends among educational institutions regarding remote learning and working opportunities that should be considered by the university. Mr. Goore replied that the pandemic compelled educational institutions to quickly adapt to rapidly changing situations, particularly with regard to instructional modalities. Educational institutions, including post-secondary institutions, were pressed to switch from a predominantly in-person modality of instruction to a form of instruction that occurred almost exclusively online. He noted that while some institutions continue to focus attention and efforts on upgrading facilities and improving the design and configuration of classrooms to accommodate fully online

learning as a longer-term instructional option, these institutions recognize that courses that require more of a hands-on experience such as laboratory and studio courses, as well as courses in the trades, will require in-person instruction. However, the vast majority of institutions understand that the provision of online instruction in some form provides an opportunity to broaden the educational opportunities for students at their respective institutions. As such, a number of these institutions, including UHM, have begun to assess, and focus on, the creation of a hybrid modality of instruction that balances in-person instructional requirements with online instructional and learning capabilities. Mr. Goore stated that, from an employment perspective, there are a number of policy changes that are being implemented across institutions that address the ability of staff to work from home more frequently. There is also a trend towards making greater use of shared-space accommodations for faculty and staff to conduct on-campus work.

Regent Acoba asked whether there had been a plan developed or timeline established for using the information acquired by the space utilization study (Utilization Study) to implement changes that would increase the effective use of the physical assets on the UHM campus. Mr. Goore replied that data and information collected in the UHM Utilization Study is already being used to direct programmatic changes and changes to physical assets on the UHM campus to increase efficient and effective use of facilities. This is especially evident in several of the CIP projects currently being pursued by UHM as a number of these projects used information from the Utilization Study to guide building design. VP Gouveia added that various factors also need to be considered when contemplating some of the proposals contained within the Utilization Study particularly with regard to programmatic changes and classroom and facility requirements to accommodate those changes. She noted that both the administration and members of the UHM faculty classroom committee have been assessing a number of these issues. However, she believed that development of facilities with an emphasis placed on the creation of flexible, adaptable, and open spaces was key to being able to quickly adapt to various programmatic or facility changes necessitated by faculty and student expectations.

Regent Moore opined that the current reduction of on-campus activity provided the administration with an opportunity to centralize the governance responsibility for classroom space and scheduling and that it may be worthwhile to initiate similar centralization of governance efforts with regard to office space on the UHM campus.

Regent Moore asked about successes experienced by other universities in increasing classroom space utilization through actions such as amending course instruction times or days. He also inquired as to whether universities have contemplated centralizing or creating shared-use faculty office space not only for efficiency purposes but also to provide for greater collaboration among faculty members. Mr. Goore responded that other universities have experienced success in increasing classroom use and occupancy through adjusting the days and times for class offerings and provided examples of some of these efforts. As for the centralization of office space, aggregating faculty from different disciplines into single environments where collaboration and enhancement of programs could occur has become popular

among universities. Mr. Goore stated that the creation of shared-use office space for faculty, on the other hand, has experienced limited success and that additional amenities needed to be provided to faculty, in exchange for the loss of personal office space, at universities where these efforts were successful.

Regent Bal left at 9:27 a.m.

Extensive discussions took place between Regents and the administration regarding the vision and goals of the university for both the near- and long-term future and how the information and data collected will be used by the administration in creating a sustainable physical campus plan that would support the university's long-term strategies and priorities. Several Regents remarked that, while the data collected in the Utilization Study is extensive and informative and a number of promising recommendations and proposals have been put forth, the university needs to develop a clearer vision and understanding of where it wants to be in the future and the role it wants to play in meeting the needs of the community. They commented that, without such a vision, it will be difficult to understand the university's facility requirements and effectively use the information ascertained by the Utilization Study to assist in determining whether the best course of action to achieve greater effectiveness and efficiency at the university will be the renovation, reconfiguration, repurposing, and redeployment of existing facilities; the demolition and replacement of older facilities with newly constructed facilities with more flexible and adaptable designs; or a combination of these options.

Regent Nahale-a asked whether conversation has occurred on how the data and information obtained in the Utilization Study can be applied to advance the guiding principles contained in the Initiative. Mr. Goore responded in the affirmative stating that, while the information presented was focused on the single topic of the efficient use of space in the broader framework of the UHM campus, all of the information and data contained in the Utilization Study is intended to provide guidance in the development of mechanisms, policies, and procedures that will allow projects that adhere to the guiding principles contained in the Initiative to be executed on the UHM campus. VP Gouveia added that the guiding principles contained in the Initiative have broadened the focus of the administration with regard to facilities and that the Utilization Study is what the facilities and CIP team at UHM uses to prioritize and develop campus projects.

Regent Sullivan expressed her concerns regarding the decentralized manner in which space at the university is managed stating that, until decisions are made and parameters and policies are established at an administrative level, this issue will remain unresolved. It was also her belief that an excellent opportunity currently existed to begin discussions and make decisions on various options to address the efficient and effective use of space on campus, particularly with regard to classrooms and offices.

Regent Acoba mentioned that the committee will be considering action on Regents Policy (RP) 4.204 which relates to classroom, office, research, study, meeting, and gathering spaces at the university. In his opinion, the proposed RP 4.204 would be setting-forth and establishing general guidance for the administration with regard to

space utilization. He also believed that the administration would present any major plan for implementing substantial changes to the use of space on campuses to the board.

President Lassner thanked the Regents for the robust conversation and stated that the administration will attempt to incorporate this input and address the multitude of ideas that have been raised.

**B. Review of 2018 Board of Regents Resolution Supporting a Moratorium on Square Footage Growth**

VP Gouveia provided a brief history of a resolution adopted by the board in 2013, which was subsequently amended in 2018, that established a moratorium on new university construction projects that did not meet specific requirements. She stated that this was part of an effort to place a greater emphasis on addressing the university's deferred maintenance backlog rather than new construction projects. As endeavors such as the aforementioned Utilization Study provided a better understanding of the use of campus facilities, a shift in strategy regarding campus development and the prioritization of CIP and other projects began to occur. The administration started to transform from a narrowly focused approach to campus development and planning that underscored the addressing of deferred maintenance and the foregoing of any new projects, to a broader approach that stressed the use of space utilization concepts to increase the efficiency and functionality of existing facilities and place a greater emphasis on the creation of flexible, adaptable, and open spaces when considering new construction projects. As such, and in light of the requirement that this resolution be reviewed every three years, the administration felt that a reevaluation of the resolution was warranted and proffered amendments that incorporated the concepts of space utilization in campus development initiatives for review by the committee.

Board Chair Kudo stated that he believed it would be premature to amend the resolution at this time given earlier discussions on the university's lack of a clear, long-term vision. VP Gouveia remarked that while the administration is open to deferral of the matter until such time that it can reflect the priorities that may be contained in a clearer, long-term vision for the university, situations are often very dynamic and adoption of broader principles on the approach taken to campus development and facility utilization will allow for a more nimble and rapid response by the administration to changing circumstances.

Brief discussion occurred on the necessity of amending the resolution, the positive and negative benefits of amending the resolution, and whether it would be more appropriated for the contents of the resolution to be placed in regent policy.

President Lassner commented that the administration was asked to provide a draft resolution for discussion and that conversations and discussions regarding this matter and space utilization at the university have been productive. It was his understanding that the initial resolution was drafted to reflect the board's sentiment and send a message to both the administration and the Legislature that construction of new facilities should not be pursued when existing facilities were falling into disrepair. Board Chair Kudo provided additional context to the rationale for the adoption of the original

resolution including the continued provision of funds to increase facility inventory despite the university lacking funding to address the deferred maintenance backlog for its existing facilities. He added that this issue was revisited in 2018 and the decision was made to amend the resolution to create footprint limitation parameters rather than simply banning new construction thereby providing greater flexibility to the administration while maintaining the major tenets of the original moratorium.

Given these discussions, and noting that this was not an item requiring action, Chair Tagorda suggested that Regents continue to provide feedback and comments on the resolution to the Board Office for further consideration.

**C. Review Changes and Recommend Board Approval of Amendments to RPs Related to Planning:**

- 1. RP 4.201, Mission and Purpose of the University (to be renamed, Vision, Mission, and Guiding Principles of the University)**
- 2. RP 4.202, Strategic Planning (to be renamed, Integrated Strategic Planning)**
- 3. RP 4.203, Unit Academic Plans (to be renamed, Unit Missions)**
- 4. RP 4.204, Long-Range Physical Development Plans (to be renamed, Campus Development and Capital Improvement Planning)**
- 5. RP 4.208, Sustainability Policy (to be renamed, Sustainability)**

Board Secretary Oishi stated that both the board and administration formally adopted the Integrated Academic Facilities Plan (IAFP) in 2017 and that the intent of the IAFP is to provide guidance and structure as to how the university prioritizes the use of resources through integrated planning, particularly with regard to academic programs, facilities, and finances. She stated that, although the administration has been using the IAFP to guide its activities, the RPs related to strategic planning were never updated to conform to the IAFP. As such, proposed revisions to RPs 4.201, Mission and Purpose of the University, 4.202, Strategic Planning, and 4.203, Unit Academic Plans, were prepared by the Board Office and distributed to Regents at the board meeting in February 2020 for discussion and input. While some feedback was provided at the meeting, Board Chair Kudo requested that Regents review the proposed policies and provide comments or suggestions to the Board Office for consideration as the next set of draft policies were prepared. Revised drafts of the aforementioned policies were subsequently presented to the Committee on Personnel Affairs and Board Governance (PA&BG) during its May 2020 meeting. PA&BG voted to recommend that the Board approve revisions to the RPs, subject to consultation to be conducted by the administration. The administration has concluded its consultation process and the proposed policy amendments are once again being presented for consideration.

A brief synopsis of RPs 4.201, 4.202, and 4.203, was provided by Board Secretary Oishi. She also reviewed the proposed amendments for each of the RPs and any substantive changes made since the May 2020 PA&BG meeting based on conversations that occurred during the consultation process.

Board Secretary Oishi noted that amendments are also being proposed for two additional RPs, RP 4.204, Campus Development and Capital Improvement Planning, and RP 4.208, Sustainability, and called upon VP Gouveia to offer a more detailed explanation of these proposals. VP Gouveia stated that amendments incorporating several of the concepts regarding space utilization that were discussed earlier are being proposed for RP 4.204 to provide clearer guidance to the administration regarding campus development initiatives. Amendments to RP 4.208 propose to add the term “or equivalent” wherever Leadership in Energy and Environmental Design, or LEED, designations are referenced within the policy. VP Gouveia explained that LEED certification is a nationally-driven certification process to ensure the use of energy efficiency strategies in building design and construction. However, a number of the strategies that are required to be adopted to achieve LEED certification do not apply in Hawai'i. While the administration agrees with the objectives of LEED, allowing the use of building design standards that are equivalent to LEED certification standards will provide it with the flexibility to pursue these objectives in a more focused, targeted, and cost-effective approach that is more applicable to Hawai'i.

Discussions ensued on the history of the administration's requested changes to the RPs, as well as the context and reasoning behind the proposed amendments, particularly with regard to the incorporation of the IAFP into the RPs. Regents also commented that, while the amendments to RPs 4.201, 4.202, and 4.203, have already been discussed, the complexity of the amendments, as well as the additional request for amendments to RPs 4.204 and 4.208, may require that more time be allotted for their review. Concerns were also raised about impacts the lack of clarity with regard to the university's future mission and its facility needs to achieve this mission may have on the proposed amendments to the RPs.

Regent Sullivan made a motion to recommend approval of the proposed amendments to RP 4.201 with further amendments being made to clarify or delete provisions from its vision and mission statements and the motion was seconded by Vice-Chair Higaki.

Questions were raised regarding the recommended motion and discussion followed as to whether the committee should proceed with moving any of the proposed amendments to the RPs forward or whether they should be vetted further and brought back to the committee at a later date.

Regent Sullivan withdrew her motion and Vice-Chair Higaki withdrew his second.

Noting that she was taking into consideration the expressed sentiments of committee members, Chair Tagorda deferred action on the proposed amendments to the RPs to allow time for Regents to provide additional comment and feedback.

Regent Sullivan specifically requested that the administration review RP 4.204 to determine whether the concepts contained within the resolution supporting a moratorium on square footage growth should be integrated into this policy. VP Gouveia responded that the proposed amendments to RP 4.204 already encompassed most of the concepts contained within the resolution but that the administration will review the



possibility of amending RP 4.204 to more thoroughly encapsulate the intent of the moratorium established by the resolution.

**D. Review and Recommend Board Approval of Amendments to the Bylaws of the Board of Regents Article II.D.2.c., Committee on Planning and Facilities (P&F)**

Board Secretary Oishi provided an overview of, and rationale for, proposed revisions to the charge for the P&F committee contained within the board bylaws. She explained that the proposed amendments more accurately reflect the oversight functions and responsibilities of the P&F committee and briefly reviewed each of the proposed amendments. Amendments include the removal of the responsibility for reviewing and recommending action on long-range plans for the development of the university from the functions of the P&F committee with the intent that this function becomes the direct purview of the full board; clarification of P&F's oversight responsibility of the university administration relating to the CIP program; and specification that the review and approval of certain real property transactions, including all real property transactions for the disposition or acquisition of real property in fee simple or by lease or equivalent interest with a term exceeding five years, as well as the review and approval of fees for parking permits and other parking fees for facilities under the jurisdiction of the university, fall within the general functions and responsibilities of the P&F committee.

Regent Moore explained that changes to the bylaws were proposed in the spring of 2020 after being reviewed by the P&F committee for consistency with RPs. The amendments being proposed are an attempt to better align the bylaws with the RPs as they pertain to the P&F committee.

Regent Sullivan asked whether there would be any objections to inserting language into the bylaws specifically stating that oversight of the efficient use of campus facility space comes under the jurisdiction of the P&F committee. Regent Moore replied that, while the P&F committee already, in effect, has this responsibility in that it reviews and recommends action on the administration's CIP budget, he did not envision a problem with inserting this language into the bylaws. Regent Sullivan remarked that, in her opinion, by the time a project is included in the CIP budget, planning for the project has already occurred and there is no real opportunity for the committee to provide input or oversight at that point.

Additional discussions took place as to whether action on the proposed amendments to the bylaws should be deferred since earlier discussions appeared to indicate that further amendments could be made to RPs that are aligned with this particular section of the bylaws thus requiring additional changes to be made to the bylaws.

Given these discussions, Chair Tagorda deferred action on the recommended changes to board bylaws stating that it is an issue that can be revisited in the future.

**E. Annual Report on Sustainability at the University of Hawai'i**

VP Gouveia introduced Mr. Matt Lynch, Director of Sustainability Initiatives in the Office of Sustainability (Sustainability Office), and Mr. Miles Topping, Director of Energy

Management, who would provide updates on the university's sustainability and net-zero energy use efforts.

Mr. Lynch stated that Executive Policy 4.202 is the mandate that guides the Sustainability Office and directs it to integrate the concepts of sustainability across the operations, curriculum, research, and cultural engagement and connection functions of the university. He noted that while climate change and sustainability is already affecting, and will continue to impact, the university, it is an issue of worldwide concern and one that continues to be extremely important among university students both in Hawai'i, and around the world. To this end, the Sustainability Office team has worked with students on all campuses through direct projects and focus groups to understand their concerns about climate change and deliver an educational experience that is relevant to students.

A video presentation was made by Dominique Peña, a recent graduate of the College of Engineering at UHM who received the Outstanding Senior Award. She reflected on the educational opportunities provided to her at UHM; the issues of climate change and sustainability and their impacts to society; and the concerns and fears of her generation regarding these issues. She also stated that the incorporation of the concepts of sustainability into the academic curricula at UHM enriched her educational experience noting that it provided her with a broader perspective of future global challenges and will allow her to not only be a responsible professional in her chosen field of study but also a responsible global citizen.

Mr. Lynch discussed efforts undertaken to incorporate sustainability literacy across the entire university curriculum. He noted that, in addition to critical thinking skills, greater emphasis and focus must be placed on increasing systems thinking, strategic thinking, features thinking, values thinking, and collaborative thinking competencies of students. He also highlighted several successes of the university's sustainability education efforts including an initiative that utilizes and embraces university campuses as living laboratories so that students can apply the lessons they are learning in the classroom to solving real world challenges. Finally, he outlined the next steps that the university must take to be a global leader in sustainability and better equip students with the knowledge, skills, and experiences to face uncertain climate futures.

Referencing a statistic presented that noted 96 percent of undergraduate students surveyed in 2020 stated that they are concerned or very concerned about climate change, Regent Moore opined that perhaps another goal of sustainability efforts should be to instill and embed a culture of sustainability across the entire university system. He also commented that it was disappointing that only 50 percent of students in the field of education expressed concerns about climate change.

Prior to Mr. Topping's report, Board Chair Kudo inquired as to whether Regents would be interested in pursuing a possible discount in utility rates from Hawaiian Electric Company (HECO) for institutions of higher education that use extremely large amounts of electricity on an annual basis through the adoption of a board resolution. A brief discussion occurred on this proposal.

Mr. Topping provided a net-zero update showing energy consumption and production by campus for fiscal year (FY) 2020-2021. While the university has only achieved six percent of its net-zero goals to date, he noted that much of the currently installed photovoltaic (PV) projects, which produce 11.1 megawatts of renewable energy, as well as future PV projects and other energy efficiency and production initiatives, such as a green tariff project, were not reflected in the data collected during the performance period. It is anticipated that this data will be included in the 2021 performance report which will correlate to a significant improvement in the percentage of net-zero goals achieved by the university. Mr. Topping also highlighted data indicating that, since 2015, the university has continued to experience increases in its production of renewable energy and witnessed steady decreases in energy consumption.

A focused update on energy consumption and production for the UHM campus was presented by Mr. Topping who noted that, as a R1 research university with an average campus population of 23,000 on any given day, UHM's energy needs and consumption are immense, with many of its research facilities, laboratories, dorms, and information technology centers requiring 24-hour energy use. He reviewed peak demand statistics for the 2019-2020 calendar year noting that energy demand peaks mainly during warmer periods of the year when the use of air conditioning greatly increases. However, it was noted that the majority of energy used on campus is supplied through a university-owned grid fed by substations located around the campus and that this provides flexibility for UHM to pursue additional energy production opportunities. Mr. Topping also went over statistics and trends for UHM's energy-costs in relation to its consumption as well as the impacts energy efficiency projects and the COVID-19 pandemic had on these figures.

Mr. Topping summarized the next steps that the university intends to take to continue progressing toward achieving its net-zero and energy efficiency goals, including the buildout of the remaining four megawatts of PV at UHM; the procurement of energy saving performance contracts; increased scrutinization and optimization of LEED opportunities that are beneficial to the university; and continued pursuit of the development of a strategic energy management plan, green tariff program, and various ongoing energy efficiency projects.

Board Chair Kudo asked about the status of the installation and use of electric meters on UHM campus facilities that can be read and operated remotely to adjust for periods of decreased facility use. Mr. Topping replied that the metering project to install digital meters on buildings on the UHM campus is in phase three of a four-phase process. Data obtained from these meters is currently providing valuable information regarding the energy requirements and use of individual buildings on campus which will allow for the optimization of energy-efficiency initiatives. However, he stated that the ability to control the use of electricity remotely is more challenging due to a variety of factors such as air conditioning chiller start-up and shut-down requirements. VP Gouveia added that while there are lofty plans to provide the university with the ability to control a facility's energy consumption on-demand, the reality of the situation is that these types of projects are funded by Renew, Improve, Modernize (RIM) money. While

the administration has prioritized a number of energy efficiency initiatives including upgrading heating, ventilation, and air conditioning systems, limited RIM money must be divided over a wide-range of projects, and in her opinion, the university would not be fully transformed for at least ten years.

**F. Fiscal Year (FY) 2020-2021 2nd Quarter Capital Improvement Project (CIP) Status Report as of December 31, 2020**

VP Gouveia provided a brief report on the status of CIPs through the second quarter of FY 2020-2021 stating that all projects are moving forward as planned with no significant issues. She highlighted that the design phase of the Cancer Center project has been completed and is pending review and approval by the funding agency. Upon approval, the request-for-proposal process will commence.

**G. FY 2020-2021 2nd Quarter University Land-Related Strategic Initiatives and Partnerships Program Update**

VP Young provided a brief update on the status of several university land-related strategic initiatives through the second quarter of FY 2020-2021. He pointed out that the UHWO University District Project now includes progress related to Honolulu Authority for Rapid Transportation transit-oriented development projects as well as the possible development of a film studio; the Atherton Project is expected to begin construction this year; and planning for the NOAA Graduate Student Housing Project, which includes value-added propositions for design, is nearing completion. One project that conceptualizes the University Press parcel in Mānoa as a potential land-monetization opportunity has also been added to the list of initiatives and updates on this project will be provided in future reports.

**H. St. Francis Property Update**

VP Young provided an update on the status of the attempted acquisition of the St. Francis School property, which is comprised of approximately 11 acres near the UHM campus. Although the university procured an independent appraisal of the property and submitted a letter of intent as an offer to purchase the property, the administration received notification that another party is in final negotiations for acquiring the property. Barring any changes to this situation, the university will no longer pursue this endeavor.

**V. ADJOURNMENT**

There being no further business, Regent Sullivan moved to adjourn, seconded by Regent Higaki, and with all members present voting in the affirmative, the meeting was adjourned at 12:14 p.m.

Respectfully Submitted,

/S/

Kendra Oishi  
Executive Administrator and Secretary  
of the Board of Regents