UNIVERSITY OF HAWAI‘I

March 12, 2005

EXECUTIVE MEMORANDUM NO. 05-01

TO: Vice Presidents
   Interim Vice Presidents
   Chancellors
   Executive Administrator and Secretary of the Board of Regents
   State Director for Career and Technical Education

FROM: David McClain
      Interim President

SUBJECT: NEW EXECUTIVE POLICY - STAKEHOLDER REPRESENTATION

I am hereby officially promulgating a new Executive Policy E9.213, Stakeholder Representation on University Committees, which is available on the World Wide Web at web address <http://www.svpa.hawaii.edu/svpa/ep/e9/personnel.html>. The University of Hawai‘i has adopted a policy which encourages stakeholder participation in important decisions affecting the University.

Please ensure that appropriate offices are notified.

Attachment
I. INTRODUCTION

Good management practice encourages stakeholder participation in important decisions affecting the University.

II. OBJECTIVE

The objective of this executive policy is to insure that, to the extent possible, all University stakeholders are represented on University committees involved in policy making and search committees for senior level managers and executives.

III. POLICY

To the extent that it is feasible, University search committees formed to screen candidates for Associate Dean positions and above, as well as committees established to recommend major policy changes at the Chancellors’ level and above, shall include representatives from the APT, faculty, civil service, student and management ranks where such groups are directly impacted by the policy changes under consideration. Such representation on other committees is strongly encouraged. To the extent possible, individuals from areas which will be directly impacted by the recommendations of the committee should be appointed to serve on such committees.

The Chancellors shall have the responsibility of insuring compliance with this policy on their campuses. The Vice President for Administration shall insure compliance by system offices.