



UNIVERSITY OF HAWAII

April 14, 1997

SENIOR VICE PRESIDENT FOR ADMINISTRATION

ADMINISTRATIVE PROCEDURES MEMORANDUM NO. 97-4

TO: Senior Vice President and Executive Vice Chancellor
Senior Vice Presidents and Chancellors
Vice Presidents
University Administrators
Deans and Directors

FROM: Eugene S. Imai 
Senior Vice President for Administration

SUBJECT: ADMINISTRATIVE PROCEDURES

Personnel and/or Administrator Officers have been informed of the availability of the following Administrative Procedures on the World Wide Web (WWW) in Adobe/Acrobat format. Those units that do not have access to the WWW may contact their respective Personnel/Administrative Officer for a hard copy.

- (New) A9.005 - University Executive Definitions
- (Abolished) A9.020 - Code of Ethics
- (Abolished) A9.045 - Processing of Requests for Variances
- (Abolished) A9.050 - Collective Bargaining Agreements - BOR Personnel
- (Amended) A9.080 - Collective Bargaining in Public Employment
- (Amended) A9.090 - State of Hawai'i Personnel Rules, Title 14, Administrative Rules, Department of Human Resources Development, Subtitle I
- (Amended) A9.091 - H.R.S Chapter 89C, Adjustments for Civil Service Employees excluded from Collective Bargaining
- (Amended) A9.205 - Salary Schedules for Faculty Personnel
- (Amended) A9.300 - Position Descriptions for Civil Service Personnel

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- (Amended) A9.330 - Flexible Working Hours for Civil Service Employees
- (Amended) A9.460 - Sabbatical Leaves for Regular Civil Service Employees
- (Amended) A9.520 - Tuberculosis Clearance
- (Amended) A9.720 - Workers' Compensation
- (Abolished) A9.790 - Procedures for Work Force Reductions
- (Amended) A9.840 - Work Force Reduction for Civil Service Employees
- (Abolished) A9.870 - Policies and Procedures on College Work Study Program

Should you need to view any Administrative Procedure, they are currently available on the World Wide Web by searching for "UHINFO" on the Hawai'i Home Page (<http://www.hawaii.edu/>) and following the sequential links to the **Administrative Information and Services** page, **Policies and Procedures** page and then to the **Administrative Procedures Information System** page. A search utility has been added to the Administrative Procedures Information System.

Please note that this will be the last hard copy distribution of the Administrative Procedures Memorandum announcing updates to any Administrative Procedures dealing with Human Resources.

Henceforth, all update notices will be issued exclusively on the Administrative Procedures Information System (APIS) Listserv at APIS-NEWS-L@HAWAII.EDU.

To subscribe to APIS-NEWS-L, send an email message to LISTPROC@HAWAII.EDU with the body of the message containing the following line:

SUBSCRIBE APIS-NEWS-L yourfirstname yourlastname

Example: SUBSCRIBE APIS-NEWS-L Eugene Imai

If you are not sure if you are already subscribed to APIS-NEWS-L or if you have problems subscribing, please send email to APIS-L@HAWAII.EDU for technical assistance.

If you have any questions, please call Steve Yamada (email: steve@mail.pers.hawaii.edu) at 956-7798.