MEMORANDUM

TO: Council of Chancellors
   Council of Senior Student Affairs Officers
   Council of Chief Academic Officers
   UH Student Caucus
   UH Commission on Lesbian, Gay, Bisexual, Transgender and Queer+ (LGBTQ+) Equality

FROM: Farrah-Marie Gomes
       Associate Vice President for Student Affairs

SUBJECT: Consultation on Proposed Changes to EP 7.302 Preferred Name

February 16, 2023

Executive Policy 7.302 relating to a student’s preferred name is currently under review by
administration. After engaging in substantive informal consultation, the proposed policy changes
are hereby being submitted for formal consultation. Please consult with your constituents
and governing bodies and provide any comments using the online form by March 24,
2023.

Justification for Policy Changes

EP 7.302 provides guidelines for the use of a student’s preferred name when their legal name is
not required. This policy is being updated and expanded to facilitate a learning environment
where all students are accepted and valued as part of an inclusive community by permitting the
use of a student’s chosen name, pronouns and gender identity when their legal name is not
required.

Informal Consultation

Over the past several months, administration has engaged in informal consultation with a variety
of individuals and groups across the System. These include providing draft copies of the policy
revisions and receiving feedback from:

- Council of Senior Student Affairs Officers
- UH Student Caucus
- UH Commission on Lesbian, Gay, Bisexual, Transgender and Queer+ (LGBTQ+) Equality
- Campus Admissions Officers and Registrars
Key Changes at a Glance

- Adjusts the reference of “Preferred Name” to “Chosen Name” and adds the options for use of pronouns and gender identity.

- Clarification on where chosen name, pronouns and gender identity are allowable, including specification that a diploma is a ceremonial document that a chosen name can be printed on.

- Specifies that chosen name may be included as directory information.

Attached are redline and clean copies of the revised policy. The current policy is located at: https://www.hawaii.edu/policy/index.php?action=viewPolicy&policySection=ep&policyChapter=7&policyNumber=302&menuView=open

Please submit comments or questions using the online form by March 24, 2023. Thank you.

Attachments

C: Chief Administrative Affairs Officers
   All Campus Council of Faculty Senate Chairs