




UNIVERSITY
of HAWAII®
SYSTEM

February 16, 2023

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

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