



UNIVERSITY
of HAWAII®
SYSTEM

September 2, 2021

Mr. Christian Fern
Executive Director
University of Hawai'i Professional Assembly
1017 Palm Dr.
Honolulu, HI 96814

Via email to fern@uhpa.org

SUBJECT: Proposed Changes to EP 6.205 Reimbursement of Tuition and Fees of Deployed Active-Duty Military, Hawai'i National Guard and Reservists

Dear Mr. Fern:

Executive Policy 6.205 relating to tuition and fee reimbursements for active-duty military, National Guards and Reservists who must withdraw from any UH campus due to deployment is currently under review by administration. The proposed changes have been presented and discussed with the UH Officers, All Campus Council of Faculty Senate Chairs, Council of Chief Academic Officers (CCAO) and Council of Senior Student Affairs Officers (CSSAO) and are being submitted for formal consultation to all Faculty Senates, CCAO, CSSAO and the Chief Administrative Affairs Officers.

Justification for Policy Changes

Tuition and fee reimbursements to students due to extenuating circumstances such as permanent disability or death have historically been handled on a case-by-case basis at the campus level. Administration is recommending the proposed changes to provide clarification on determination of such reimbursements and to ensure System-wide uniformity.

Key Changes at a Glance

The following identifies key changes that are being proposed:

- I. Purpose: Inclusion of students who become totally and permanently disabled or recently deceased.
- II. Definitions: No changes

Bachman Hall 204
2444 Dole Street
Honolulu, Hawai'i 96822
Telephone: (808) 956-6897
Fax: (808) 956-9119

III. Executive Policy:

- Added Section D requiring submission of military deployment papers.
- Added Section E addressing reimbursements for students who become totally and permanently disabled, requiring submission of physician certification. Lists conditions under which a disability shall be considered for reimbursement.
- Added Section F addressing recently deceased students who did not complete their term.
- Section G regarding reimbursement of various fees and services to include reimbursement to students who become totally and permanently disabled or recently deceased.
- Section H regarding annual reporting of reimbursements to include report to the Institutional Research, Analysis and Planning Office in addition to the President, must include reasons for reimbursements.

Please find attached a clean copy of the revised policy and a track changes version of the policy. The current policy is located at: [RP 6.205 on UH website](#)

Sincerely,



Pearl Iboshi
Director, Institutional Research, Analysis
and Planning Office



Hae Okimoto
Associate Vice President for Student Affairs

Attachments



UNIVERSITY OF HAWAII
PROFESSIONAL ASSEMBLY

September 16, 2021

Ms. Pearl Iboshi
Director, Institutional Research, Analysis and Planning Office
Ms. Hae Okimoto
Associate Vice President for Student Affairs
University of Hawaii System
Office of Vice President for Academic Strategy
Bachman Hall, Room 204
2440 Campus Road
Honolulu, HI 96822-2246

Dear Director Iboshi and Associate Vice President Okimoto:

RE: Proposed Changes to EP 6.205, Reimbursement of Tuition and Fees of Deployed Active-Duty Military, Hawaii National Guard and Reservists, letter dated September 2, 2021.

Pursuant to Article I, Recognition, Article III, Maintenance of Rights and Benefits, and Article XVII, Representation Rights, paragraphs I. and §89-9(c), HRS, the University of Hawaii Professional Assembly (UHPA), appreciates the opportunity to engage in consultation with the University of Hawaii (UH) over the above-cited subject matter.

The UHPA acknowledges the proposed revisions to the above referenced policy to provide clarification on determination of reimbursements and to ensure System-wide uniformity. At this time, UHPA has no comments, suggestions, or concerns to the proposed revisions. Nevertheless, pursuant to R-20, (Roles and Consultation Protocols Involving UH Administration, UH Professional Assembly, and UH Faculty Senates), the UHPA requests that the UH furnish for UHPA's review all comments, suggestions, and concerns raised by the applicable Faculty Senates during the formal consultation process on this matter before the policy is adopted and implemented. Accordingly, the UHPA reserves its rights to raise concerns after receipt and ample review time of such relevant and pertinent information.

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Ms. Hae Okimoto
September 16, 2021
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If you have any questions regarding UHPA's response above, please feel free to contact me at 593-2157 or via email at takeno@uhpa.org.

Thank you for your time and attention.

Sincerely,

A handwritten signature in black ink, appearing to read "Dwight Takeno". The signature is fluid and cursive, with the first name "Dwight" and last name "Takeno" clearly distinguishable.

Dwight Takeno
UHPA Associate Executive Director

cc: Christian Fern, UHPA Executive Director
James Kardash, UHPA Associate Executive Director

POLICY REVIEW COMMENT FORM

POLICY NO./TITLE: EP 6.205 Reimbursement of Tuition & Fees of Military, Etc.

Name: Dwight Takeno Campus: UH System

Organization/Department: UHPA

Email Address: takeno@uhpa.org

Section of Policy	Page of Policy	Proposed Revision	Comment/Rationale
			UHPA has no questions or comments.

Submit this form to ovpas@hawaii.edu