



University of Hawaii at Manoa

Vice President for Academic Affairs
2444 Dole Street • Bachman 204
Honolulu, Hawaii 96822

UNIV OF HAWAII
UH BUDGET OFFICE
JUN 8 2 52 PM '89

June 7, 1989

MEMORANDUM

TO: Mrs. Gladys A. Brandt
Chairman, Board of Regents

FROM: Anthony J. Marsella *Anthony J. Marsella*
Vice President for Academic Affairs

SUBJECT: Notification of Change in Organization, University of
Hawaii at Manoa, Office of the Vice President for
Academic Affairs

Attached for the Board's information is a copy of the Office of the Vice President for Academic Affairs reorganization which was approved by the University. It reflects a minor reorganization of our office.

Feel free to call Dr. Mary Carol Perrott at 948-8445 if there are any questions regarding this matter.

Attachment

cc: ✓UH Budget Office

UNIVERSITY OF HAWAII

University Budget Office

May 22, 1989

MEMORANDUM TO: Vice President Marsella

FROM: Rodney Sakaguchi 

SUBJECT: APPROVED ORGANIZATIONAL CHARTS, OFFICE OF THE
VICE PRESIDENT FOR ACADEMIC AFFAIRS

The reorganization proposal submitted by your office on May 16 has been approved by President Simone. Attached are copies of the approved organizational charts and functional statements. Please distribute copies of the charts and functional statements to the appropriate employee organizations and State or University offices. Transmittal memoranda should be prepared in accordance with the University's "Guidelines for Processing Organizational and Functional Changes."

If there are any questions, please contact Nadine Shiroma at extension 8472.

Attachments

UNIVERSITY OF HAWAII

University Budget Office

May 19, 1989

MEMORANDUM TO: President Albert Simone

FROM: Rodney Sakaguchi

SUBJECT: REQUEST TO REORGANIZE THE OFFICE OF THE VICE
PRESIDENT FOR ACADEMIC AFFAIRS (OVPA)

We have reviewed Vice President Marsella's reorganization proposal and are recommending your approval. By this action the Center on Aging, which was approved by the Board of Regents on May 20, 1988, will be formally added to the Vice President's organizational chart. The proposal also includes the transfer of the Institute for Peace from the Social Science Research Institute (SSRI) to the OVPA* in accordance with previous BOR action. Placement of the Institute for Peace under the OVPA is intended to enhance the interdisciplinary nature of the program. The proposed chart also reflects the deletion of the Committee for the Preservation and Study of Hawaiian Language, Art and Culture, which has been transferred to the School of Hawaiian, Asian and Pacific Studies. It is recommended that you sign the three proposed charts and have your office call us when they are ready for pickup.

If you have any questions, please call me at extension 8209.

Attachments

* Establishment apprd by BOR,
12/13/85, but never formally
added to SSRI org charts.



University of Hawaii at Manoa

Office of the Vice President for Academic Affairs
2444 Dole Street • Bachman 105
Honolulu, Hawaii 96822

May 16, 1989

MEMORANDUM

TO: President Albert Simone

VIA: Rodney Sakaguchi, Director
UH Budget Office

FROM: Vice President Anthony Marsella *Anthony Marsella*
Academic Affairs

SUBJECT: Reorganization of the Office of the Vice President for
Academic Affairs

Enclosed for your approval is a proposal to add the Institute for Peace and the Center on Aging to the Office of the Vice President for Academic Affairs.

The University of Hawaii Professional Assembly has been informed, and fully supports this reorganization.

If you have any questions concerning this proposal, please call Dr. Mary Carol Perrott at extension 8445.

MINOR REORGANIZATIONAL PROPOSAL
OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS
UNIVERSITY OF HAWAII AT MANOA

Involves

Institute for Peace

Center for Aging

April 1989

The following report is submitted in accordance with "Guidelines for Processing Organizational and Functional Changes" dated October 1986. The proposed minor reorganization involves the addition of the Institute for Peace and the Center on Aging to the Office of the Vice President for Academic Affairs.

Objective

To add two interdisciplinary programs, the Institute for Peace and the Center on Aging, to the organizational structure of the Office of the Vice President for Academic Affairs.

Existing Situation

The Institute for Peace was created by the State Legislature for the purpose of promoting peace activities. The Institute does not have any permanent positions allocated to them.

The Center on Aging was approved by the Board of Regents, effective July 1988, for the purpose of developing programs in gerontology studies at the University of Hawaii. The Center's Director holds the Faculty Position #88087, Professor and Director, I5-R. The Center has three other positions: an Assistant Specialist, Position #88083, S-3; a .25 FTE Associate Researcher, Position #88089, R-4; and a Secretary I that is yet to be established.

At the present time, neither unit is listed on any College/School organization chart.

Revised Organization

To add the Institute for Peace and the Center on Aging to the Office of the Vice President for Academic Affairs and to maintain them as the Office's seventh and eighth sub-units.

Functional Statement

The addition of the Institute for Peace and the Center on Aging as a sub-unit to the Functional Statement of the VP Office has been attached.

Organizational Chart

Chart I is attached, with the addition of the Institute for Peace and the Center on Aging. Chart VII shows the organizational structure of the Institute for Peace. Chart IX shows the organizational structure of the Center on Aging.

Reason for the Proposal

Both of these are interdisciplinary programs. The Institute for Peace was initially assigned to the Social Science Research Institute (SSRI), however, the function of the Institute is not compatible to the functions and operations of the SSRI.

The Center on Aging was established on the basis that it would come under the Vice President for Academic Affairs.

Alternatives Considered and Rejected

Institute for Peace: Attach it formally to SSRI. Rejected this because of incompatible functions and the need to emphasize the interdisciplinary nature of the program.

Center on Aging: Attach it to one of the Schools/Colleges that is playing a major role in the program, for example, Medicine, Social Work or Public Health. Since the main thrust of the Center is interdisciplinary programs, it seems more appropriate to attach it to an umbrella unit.

ITEMS FROM PRESIDENT'S MEMORANDUM NO. 31

Establishment
of a Center
on Aging at the
University of
Hawaii at Manoa

Vice President Marsella stated that in January 1986, an Ad Hoc Committee on Gerontology was formed to explore the need for further development on gerontology studies at the University of Hawaii. The Committee recommended that a Center on Aging be established to meet the following needs:

- assist students who seek opportunities for interdisciplinary education in aging;
- offer certificates on Aging to UH-Manoa students and community professionals who desire further knowledge or career preparation in this field;
- stimulate the development of new aging courses in such areas as the biological sciences and humanities;
- encourage basic and applied research on aging;
- offer a setting which fosters interdisciplinary faculty collaboration;
- offer more guidance for students doing gerontology research;
- increase cooperation and reduce competition between departments for extramural grants; and
- provide a legitimate academic status for gerontology at the University of Hawaii at Manoa.

Although the University has been involved in gerontology related instruction, research and community service since 1963, Vice President Marsella stated that the Center on Aging would enable the University to develop more programs in this area. Currently, the University offers six undergraduate and eleven graduate courses in gerontology and four new undergraduate courses have been proposed for 1987-1988. Eight different departments would be involved in these courses during the coming academic year. In addition, faculty and students at UH-Manoa have conducted a limited amount of gerontology related research and a wide range of community service activities are carried out by University personnel within Hawaii's geriatric population.

The proposed Center on Aging, according to Vice President Marsella, would be interdisciplinary in nature and work with a wide range of academic units on campus. It would administratively be located in the Office of the Vice President of Academic Affairs, which would provide administrative support and facilitate the cooperation of the various Deans in building this program. While the Center's administrative support would be located at Manoa, the clinical teaching and other activities would be conducted at Kuakini Medical Center and other community locations where other gerontology programs are located.

Vice President Marsella said that the proposed budget for the Center would be approximately \$140,000 to \$150,000 per year. Such a budget would provide a small core staff, together with a researcher along with ten to twelve faculty on release-time. The Director of the Center would report to the Vice President for Academic Affairs and would be advised by an Executive Committee and a University Council on Aging. This council would advise the Vice President for Academic Affairs on the Center's policy and direction for future growth and will include representatives of the University Administration, active and retired faculty, and the community.

The Center would work closely with academic units on-campus to develop a coordinated and balanced University Gerontology Program and would cooperate with other units within the University system, the community support programs at the Kuakini Hospital, the East-West Center and with the broader community in the area of gerontology related activities and services.

The University's Strategic Plan calls for the institution to play a strong and focused role in assisting the State to achieve its priorities. One of these priorities is the well-being of Hawaii's elders. This was established through the adoption by the Legislature of the State's Master Plan for the Elderly.

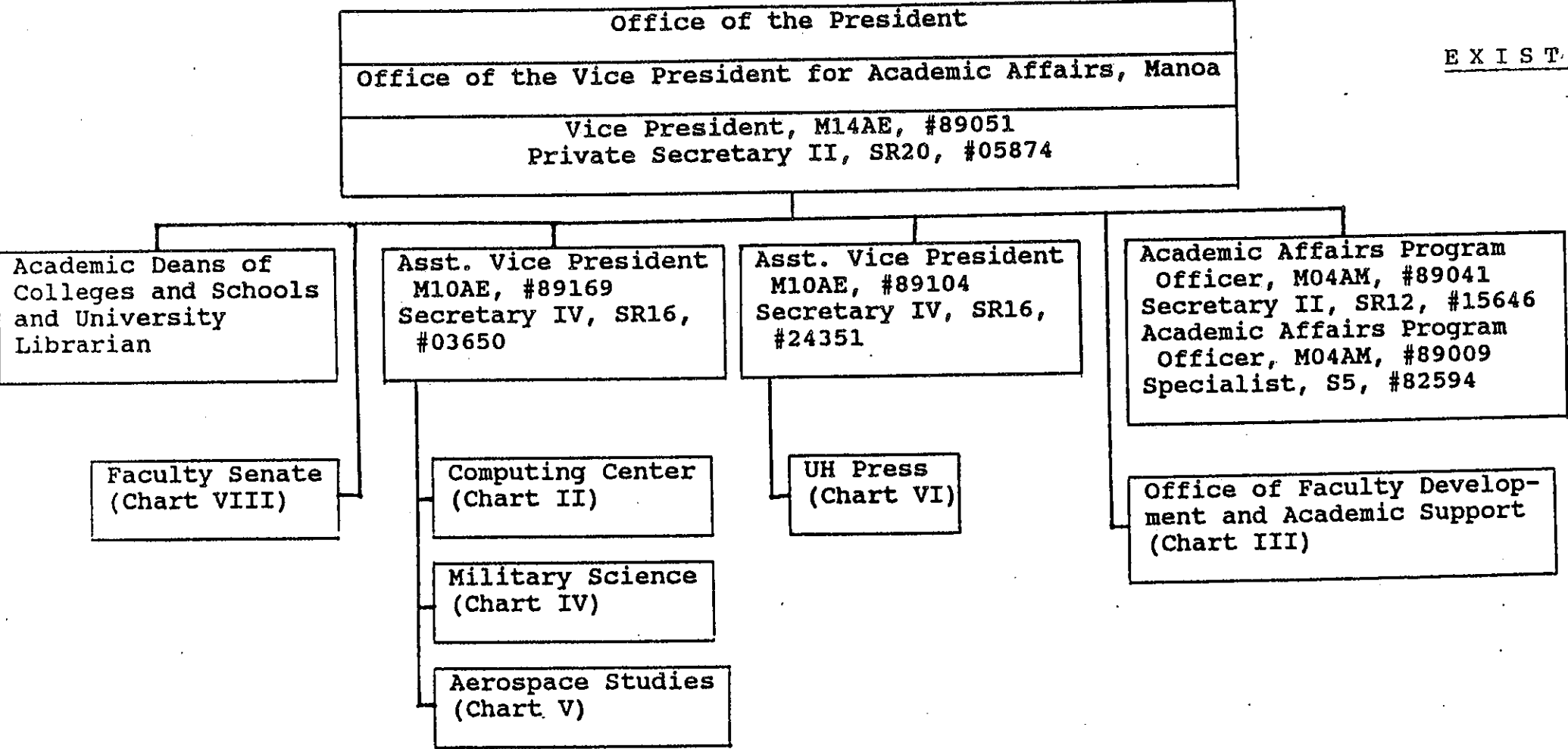
In response to Chairman Brandt, Vice President Marsella stated that the recommendation to establish an Advanced Certificate in Gerontology at the University of Hawaii at Manoa would enable individuals from different majors to acquire certification in this area. The certificate would state that they have completed the courses of study.

Regent Campaniano's motion that the Board, in accordance with the provisions of the Regents' policy on new and established programs, approve the establishment of a Center on Aging at the University of Hawaii at Manoa, effective July 1988, was seconded by Regent Ono and unanimously carried.

STATE OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
VICE PRESIDENT FOR ACADEMIC AFFAIRS

CHART I

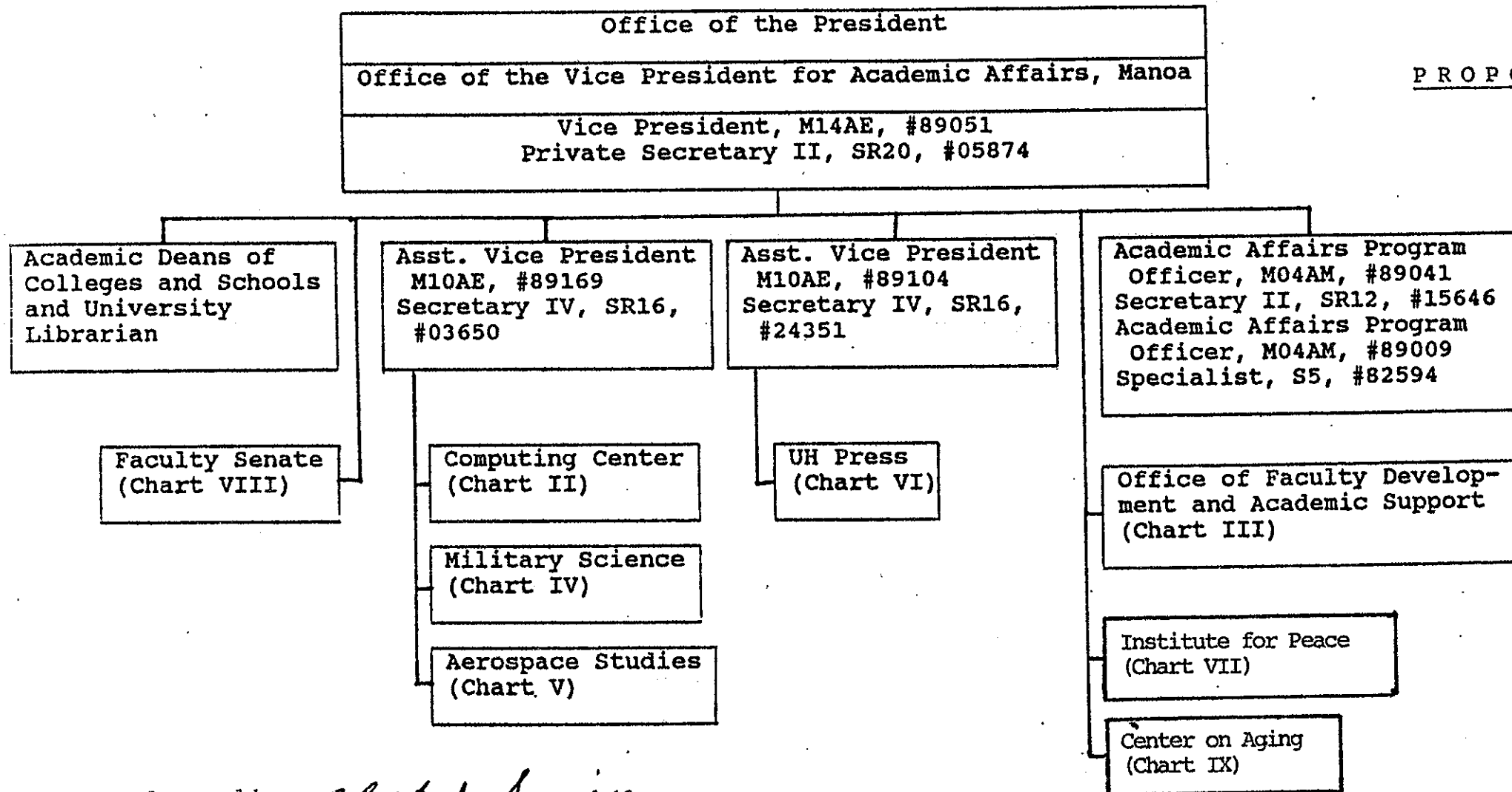
EXISTING



STATE OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
VICE PRESIDENT FOR ACADEMIC AFFAIRS

CHART I

PROPOSED



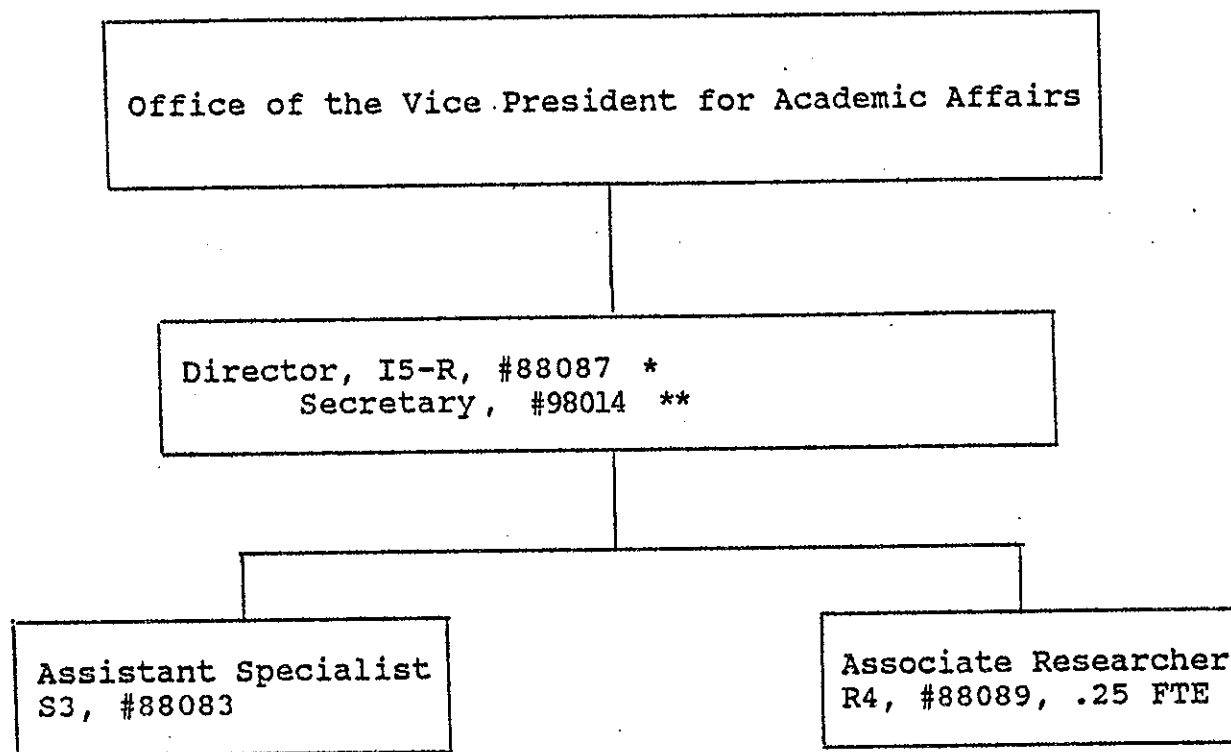
Approved by: Albert J. Amodeo

Title: President

Date: MAY 22 1989

STATE OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
VICE PRESIDENT FOR ACADEMIC AFFAIRS
CENTER ON AGING

CHART IX

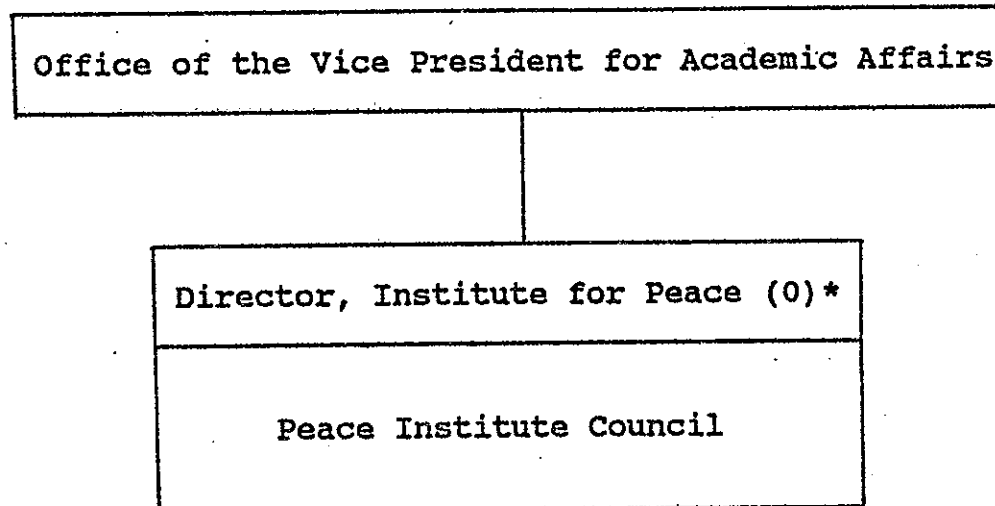


- * To be reclassified
** To be established and classified

Approved by: Albert J. Seniore
Title: President
Date: MAY 22 1989

STATE OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
VICE PRESIDENT FOR ACADEMIC AFFAIRS
INSTITUTE FOR PEACE

CHART VII



* Note: As of 2/89 the Institute for Peace has no permanent positions although it has been allocated general funds since 1987. The Institute has temporary staff positions which are not included on this chart.

Approved by: Albert A. Simone
Title: President
Date: MAY 22 1989

STATE OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
VICE PRESIDENT FOR ACADEMIC AFFAIRS
CENTER ON AGING

MAJOR FUNCTIONS

The Center on Aging's purpose is to increase the University's capacity to carry out the highest quality research, instructional and community service programs in the area of aging, and to make its gerontological resources available to the community, the state, and the Asia/Pacific region. The Center will accomplish this by stimulating and coordinating gerontological activities on the Manoa campus, and by promoting collaboration between the University and other organizations concerned with aging.

FUNCTIONS

- Administering two Certificate programs, i.e., an Undergraduate Certificate in Aging and An Advanced Certificate in Gerontology. The former is available to undergraduate students in all fields of study. The latter is available to Classified Graduate Students in all fields of study, as well as to post-baccalaureate community professionals working in the field of aging. Such professionals enroll as Special Non-Degree Classified Graduate Students.
- Assisting UHM faculty members develop new courses in the field of aging by providing gerontology resource materials and information about comparable courses elsewhere; by providing lectureship funds to hire instructors to teach such new courses; and by making funds available to faculty wishing to do curriculum research in their areas of interest.
- Helping UHM faculty coordinate and improve existing courses in the field of aging by helping schedule courses so as to avoid class conflicts; by providing opportunities for instructors to compare course content and reduce unnecessary duplication, and by providing gerontology resource materials for course improvement.
- Developing mechanisms to assist students interested in obtaining a degree in aging by pursuing a Liberal Studies degree with a major in gerontology. The Center will suggest appropriate curricula to such students, and help arrange faculty advising appropriate to the student's interests.
- Publicizing the availability of gerontology courses, certificates, and degree programs to prospective students.

- Developing interdisciplinary research projects on aging through its own staff or in collaboration with faculty from other academic units and non-University research organizations. Such projects would include both basic and applied research of special relevance to Hawaii and the Asia/Pacific Region.
- Offering research support services to UH faculty and students interested in doing their own aging studies. Such services include faculty research grants; consultation on development of proposals; creation of a seminar series for discussion of research activities; creation of a publication series for initial publication of faculty and student research findings; and grants management services for faculty who wish to submit research proposals through the Center.
- Linking community agencies and organizations with qualified faculty, staff and students who could assist agencies in carrying out research, evaluation, or training activities.
- Working with community agencies to develop appropriate mechanisms to relate academic training in gerontology to opportunities for employment and promotion in the field of aging.
- Providing public and professional education on aging by giving talks; preparation of media materials; and participation in conferences and other educational events.
- Assisting members of the University community (current and retired faculty, staff and students) by answering questions about aging or community programs for older people; by providing volunteer opportunities for retired faculty and UH senior citizen students and the Center; by helping the University conduct preretirement education programs for its faculty and staff; and by helping the University Administration conduct research or demonstration projects dealing with faculty or staff retirement.
- Developing clear organizational connections and effective working relationships with all gerontology/geriatrics programs and units on the UHM campus.
- Establishing working relations with other academic units at UHM and with the East-West Center leading toward collaborative international research and training projects, with an emphasis on Asia and the Pacific.

STATE OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
VICE PRESIDENT FOR ACADEMIC AFFAIRS
INSTITUTE FOR PEACE

MAJOR FUNCTIONS

The issues of war and peace have taken on a special urgency in the current generation, as the weapons of destruction have developed the capacity to destroy our civilizations. Recognizing the urgent and universal desire for peace in the world, the Board of Regents of the University of Hawai'i established the University of Hawai'i Institute for Peace in December 1985.

FUNCTIONS

- To sponsor the support peace education and research projects at the University of Hawai'i and within the community at large.
- To provide a peace studies curriculum for both undergraduates and graduates, and thereby to promote broader thinking toward the development of a peaceful world.
- To support research into nonviolent means of resolving disputes.
- To promote interaction and outreach with the local, national, and international peace communities.
- To cooperate with individuals and organizations in a continuing dialogue on the global quest for justice and peace.

The Institute for Peace will coordinate and stimulate research and education on topics such as the nature and conditions of a just and sustainable social order; the relationship between justice, human needs, and violence; the causes and conditions of violence; and the path and struggles leading toward the resolution of conflict. The Institute will pay special attention to the Asia-Pacific region, bearing in mind the problems of peace, like those of war, have no geographical boundaries.

The Institute for Peace has a Council composed of faculty members from various academic disciplines from the Manoa campus as well as faculty from other campuses. The program is an interdisciplinary Manoa program which works closely with other units in the University. The program has general funds but no permanent positions as of 1/89. The Director of the Institute is a faculty member selected by the Council and appointed by the Vice President for Academic Affairs.