

**STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT HILO**

MAJOR FUNCTIONS

The University of Hawaii at Hilo consists of four (4) major educational delivery units: College of Arts & Sciences; the College of Agriculture, Forestry, and Natural Resource Management; the College of Hawaiian Language (Ka Haka 'Ula O Ke'elikōlani) and the College of Continuing Education and Community Service. Also, there are courses and programs in West Hawaii offered through the University of Hawaii Center, West Hawaii managed by Hawaii Community College. In addition to the instructional components, there is a wide range of support activities grouped under the following headings: Administrative Affairs, Library Services, and Student Services. The role of the campus is complex in that it offers a broad range of higher educational activities, coordinated under a single administration, designed to meet most of the post-secondary education needs for the citizens of the State of Hawaii.

OFFICE OF THE SENIOR VICE PRESIDENT AND CHANCELLOR

Within the policies and guidelines set forth by the President of the University, its Board of Regents, and by the State of Hawaii, the chief executive officer of the University of Hawaii at Hilo provides leadership, direction, and coordination for the students, faculty, and staff in their programmatic activities. More particularly, the Office of the Senior Vice-President and Chancellor:

- * Directs the development and implementation of the academic, fiscal, and physical plans of the University of Hawaii at Hilo;
- * Interprets the objectives and development of the University of Hawaii to the citizens of the County of Hawaii, to the alumni community, and to the students and their parents;
- * Provides executive leadership in the administration of the instructional, research, and public service programs;
- * Maintains effective working relationships with the Central Administration of the University of Hawaii, the University of Hawaii at Manoa, UH-West Oahu, and the Community Colleges;
- * Acts on behalf of the President of the University on all matters affecting the University in the County of Hawaii; and also assumes delegated responsibility for the coordination of the activities of the Institute of Astronomy-Mauna Kea Observatory, the Beaumont Agricultural Research Center, and the Cooperative Extension Service and;
- * Provides, through an assistant, timely responses to information and data requests from the system, state, and federal governments and the administration of programs to enhance the functions of the University.
- Oversees Institute for Agricultural Marketing and Education.

PROPOSED

**STATE OF HAWAI'I
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UNIVERSITY OF HAWAI'I AT HILO
INSTITUTE FOR AGRICULTURAL MARKETING AND EDUCATION**

MAJOR FUNCTIONS

In cooperation with the United States Department of Agriculture, distributes agricultural marketing and agricultural education throughout the Pacific Basin using state-of-the art video and internet technology.

APR 23 1999

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

Assures adherence to all federal, state and University of Hawai'i statutes and regulations affecting recruitment, employment and continued appointment of University Personnel;

Serves as grievance officer for all matters and all personnel concerning charges of discrimination and/or harassment.

WOMEN'S CENTER

Addresses concerns of women students, staff and faculty through counseling, workshops and conferences.

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SUPERSEDED
Date APR 23 1999

SEP 11 1998

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