



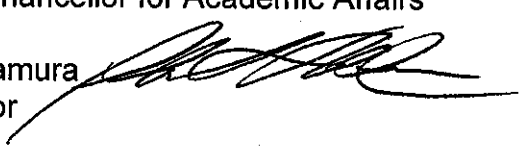
UNIVERSITY
of HAWAII®
SYSTEM

Glenn K. Nakamura
Interim Budget Director

October 30, 2007

MEMORANDUM

TO: Linda Johnsrud
Interim Vice Chancellor for Academic Affairs

FROM: Glenn K. Nakamura 
Interim Director

SUBJECT: STAMPED COPY OF APPROVED REORGANIZATION TO ESTABLISH
THE PUBLIC POLICY CENTER IN THE COLLEGE OF SOCIAL
SCIENCES

Enclosed for your files is a stamped copy of the reorganization approved by the Board of Regents (BOR) on July 21, 2006 to establish the Public Policy Center in the College of Social Sciences (CSS). We apologize for the delay in providing you with this stamped copy as we were unaware that this reorganization had been submitted to and approved by the BOR.

We note that approved charts I and II incorrectly show the CSS Dean reporting to the UH Mānoa Chancellor instead of the Vice Chancellor for Academic Affairs (VCAA). It is assumed that this was an oversight since the July 1, 2006 and July 1, 2007 versions of both organizational charts correctly show the CSS Dean reporting to the VCAA.

Attachment

c: Dean Richard Dubanoski (w/attachment)
Director Brenna Hashimoto (w/attachment)
Interim Associate Director Sharon Miyashiro (w/attachment)

October 23, 2007

MEMO FOR THE FILES

SUBJECT: BOARD OF REGENTS' AGENDA ITEM FOR APPROVED
REORGANIZATION TO ESTABLISH THE SOCIAL SCIENCES
PUBLIC POLICY CENTER IN THE COLLEGE OF SOCIAL
SCIENCES, UNIVERSITY OF HAWAI'I AT MĀNOA

Error noted in two of the approved organizational charts (Office of the Dean charts I and II) for the College of Social Sciences. These charts should show the Dean reporting to the Vice Chancellor for Academic Affairs instead of the Chancellor (as was approved incorrectly).

As discussed with interim Executive Assistant to the Board of Regents Louise Miura on October 23, 2007, nothing can be done to correct the agenda item as it was approved in that manner. Charts I and II should be corrected when possible.

**Establishment of the Public Policy Center, College of Social Sciences,
University of Hawai'i at M•noa**

Dean Dubanoski requested the establishment of a College of Social Sciences Public Policy Center in the College of Social Sciences, University of Hawai'i at M•noa.

All funds for staffing and operations have been obtained through re-allocations within the College of Social Sciences and through external grants and contracts.

This approval will allow the Social Sciences Public Policy Center to develop an exemplary program in public policy research, instruction and application with a commitment to enhance the quality of life in the community.

The proposed College of Social Sciences Public Policy Center is an instructional and research center designed to offer education in public policy; conduct policy research on issues of significance to Hawai'i, Asian and the Pacific region; facilitate and support civic engagement through university-community based deliberative dialogs and other community forums. The Center will offer graduate courses leading to a certificate in public policy, facilitate deliberative dialogs on topics of importance to our state, and conduct non-partisan research on policy issues in partnership with community agencies.

The goals of the Center are in accord with those of the M•noa Strategic Plan, specifically in addressing strategic imperatives to 'encourage research that benefits and involves the local community'; initiate 'new learning that responds to societal needs;' and to 'strengthen public and private partnerships.'

The proposal to establish the Center has undergone intensive internal review by the College of Social Sciences Council of Chairs, the Colleges of Arts and Sciences Program and Curriculum Committee, the College of Arts and Sciences Faculty Senate, the Committee on Academic Policy and Planning of the M•noa Faculty Senate, and the full M•noa Faculty Senate, which recommended the establishment of this Center. Because the Center will incorporate the Spark M. Matsunaga Institute for Peace, the Office of Human Resources, the University Budget Office, and the affected unions (HGEA and UHPA) were consulted and expressed no objections.

Regent Tanaka said that the College of Social Sciences is reallocating its resources and asked if this meant that some of the other departments would now receive less resources. Dean Dubanoski said that this program is basically a multi-disciplinary program and there will be no tenured positions within the Center. They would come from many departments. They could, for example, have someone in political science who would also work in the Center.

Chairperson Lagareta inquired about the civic engagement section. Dean Dubanoski said that they were fortunate to have Dolores Foley who is part of the Kettering Foundation which has as its whole goal, civic engagement. She is on his staff not only in regional planning but has an affiliation with the Center. She has been involved in deliberate forums on important issues, such as death and dying. What they do is bring in the community and have different perspectives on this issue and then they engage in a deliberation. She has also gotten groups of individuals such as teachers, legislators, and community leaders, to learn how to get involved in deliberate forums.

Chairperson Lagareta said that she had not heard about the Spark Matsunaga Institute in a while. Dean Dubanoski informed that he had brought in new directors hoping that they could revitalize the program but with no success. He had an expert come in last year in an effort to bring in a broader constituency across the campus.

Regent Tatibouet expressed concern that the program be balanced in points of view which, judging by the list of supporters, was not the case. Dean Dubanoski said that from the political perspective, they have been sensitive to that and they are not interested in partisan politics so they have always had a balanced perspective. Regent Tatibouet said she merely wanted to make sure that students have a balanced perspective presented to them. Dean Dubanoski said the forums are balanced.

Chairperson Lagareta asked if there were any connection or involvement with the Hawai'i Institute of Policy. Dean Dubanoski informed that they are jointly involved in two projects; one for the uninsured and one for Hawai'i Sustainability 2050.

Regent Albano moved to approve the establishment of the College of Social Sciences Public Policy Center, College of Social Sciences, University of Hawai'i at M•noa, to be effective upon Board approval. Regent Hapai seconded the motion which was unanimously carried.

Establishment of a Graduate Certificate in Public Policy, University of Hawai'i at M•noa

Dean Dubanoski requested that the Board approve the establishment of a Graduate Certificate in Public Policy to be offered by the College of Social Sciences, University of Hawai'i at M•noa. The proposed certificate will not require any additional funds for staffing or operations. All courses will be taught by existing college faculty. If the proposal to establish the Social Sciences Public Policy Center is approved, student advising, oversight and a final seminar will become the responsibility of the Director of the Policy Center as part of the regular duties. The Center's administrative support specialist will provide clerical support. If the Center is not approved, student advising, oversight of the final seminar and clerical support will be provided by existing personnel in the College of Social Sciences.

The purpose of the Graduate Certificate in Public Policy, according to Dean Dubanoski, is to train effective leaders and practitioners in public policy and public issues, and to promote civic engagement. The proposed certificate program is interdisciplinary and flexible so that students may develop policy analysis skills within the contexts of diverse substantive specializations or backgrounds, including the social sciences, law, social work, and natural sciences.

The proposed program will provide a 16-credit multidisciplinary curriculum in public policy theory, methods, knowledge, and practice. Graduate students and working professionals will become well grounded in their individual disciplines while acquiring methodological and quantitative skills necessary for policy analysis and leadership in public policy. Students pursuing a wide range of academic programs, and professionals working in a broad range of policy fields are encouraged to apply.

The certificate has been designed to provide a strong academic program with three required core courses: Introduction to Public Policy (Political Science), Microeconomics and Public Policy (Economics), and a research or planning methods course. Students will be required to complete an internship (160 hours) in a policy research setting related to their academic training and career interests. The

internship, together with a final integration seminar, constitute four academic credits. Through the final integration seminar, students will produce a high quality policy "white paper". To facilitate these final requirements, the College of Social Sciences has negotiated student experiences in the Governor's Policy Office, the Legislative Reference Bureau and with the armed forces. These placements will provide excellent opportunities for policy analysis. While anticipating the wide appeal of the certificate program, the College plans to begin with a relatively small cohort of 4-6 students per year.

The proposed certificate has the strong endorsement of relevant university constituencies, including the chairs of the Departments of Urban and Regional Planning, Political Science, Sociology, Economics and the Public Administration Program. The proposal has been reviewed and approved by the Graduate Council, the Graduate Division, the M•noa Faculty Senate's Committee on Academic Policy and Planning, and the M•noa Faculty Senate as a whole.

The Graduate Certificate in Public Policy supports the objectives of the UH M•noa Strategic Plan (2002-2010) which encourages interdisciplinary areas of inquiry that respond to societal needs, such as public policy, to improve the quality of life in Hawai'i, on the U.S. continent and in the wider Asia and Pacific Region. Board of Regents Policy 5-1(a) provides that all new academic programs, once approved, shall have provisional status until a review is conducted. Reviews are initiated once a full cycle of graduates has been completed.

Regent Albano moved to approve the establishment of an Interdisciplinary Graduate Certificate in Public Policy to be administratively housed in the College of Social Sciences, University of Hawai'i at M•noa. Regent Haynes seconded the motion.

Upon call, the motion was unanimously carried.

Request to Consolidate Lease Space in 'Aiea for University of Hawai'i Press

Vice Chancellor Ostrander requested that the board authorize the University of Hawai'i Press to lease 7,215 square feet of warehouse space from July 1, 2006 to June 30, 2007 at a base rent of \$7,215.00 per month plus a 4.166% General Excise Tax for a total of \$7,515.65 per month. He explained that the University of Hawai'i Press currently leases approximately 7,215 SF of warehouse space and 2,747 SF of office space from Thomas Kilmer, Trustee of the Elizabeth Kilmer Revocable Living Trust. The monthly payment is \$9,205.75 per month. UH press intends to vacate the leased office space and reconfigure the warehouse \$1,700 per month or a little over \$20,000 annually through this space reduction.

The University of Hawai'i Press utilizes the warehouse and office space in its fulfillment operations. The current lease expired on June 30, 2006.

University of Hawai'i Press is downsizing stock held at the Hawai'i warehouse and is seeking a smaller, less expensive warehousing arrangement to offset anticipated increases in its operating expenses. A holdover provision exists in the current lease that allows the Press to continue occupying the facility until the new lease becomes effective. The General Counsel has given their preliminary approval of the lease agreement. The effective date of the lease is July 1, 2006.

Chairperson Lagareta noted the wording "preliminary approval of the lease agreement," by General Counsel and asked if there would be a final review of the lease after Board approval. Vice Chancellor Ostrander said it was a preliminary

BOARD OF REGENTS' MEETINGS

Date: July 20, 2006

Time: 9:00 a.m.

Place: University of Hawai'i at Mānoa
Campus Center Conference Chamber, Room 220
2465 Campus Road
Honolulu, HI 96822

A M E N D E D

AGENDA

- I. Call Meeting to Order
- II. Approval of Minutes of the Meeting of May 18-19, 2006 Meeting
- III. Election of Board Officers
 1. Chairperson
 2. Vice Chairperson
- IV. Public Comment Period ^{1/}: Individuals may present testimony on matters on the Board of Regents' agenda either during 1) the Public Comment Period or 2) when the agenda item is being discussed by the Board. Written testimonies will also be accepted. Those who wish to address the Board must sign up at the meeting. Individuals who intend to testify are encouraged to inform the Secretary of the Board in advance of the meeting but no later than two (2) days prior to the meeting by calling 956-8213.
- V. Appointments, Changes in Appointments, Leaves of Absence, Promotion, Tenure, Waiver of Minimum Qualifications, Emeritus Titles, Shortening of Probationary Period, Salary Adjustments, Position Actions, Classification, Pricing, (Attachment #4); Resignations and Retirements of Board of Regents' Appointees and Civil Service Employees (Attachment #4)
- VI. Report of Executive Officer (Information Only)
- VII. Report on Professional Services Procurement Policies and Practice (Information Only)
- VIII. Gifts, Grants and Contracts - For Board Action (Attachments #2 and #3)
- IX. University of Hawai'i Foundation Report
- X. Agenda Items, Public Session ^{2/}

University of Hawai'i Community Colleges

1. Hawai'i Community College Mission and Vision Statements
2. Hawai'i Community College 2002-2010 Academic Development Plan
3. Establishment of Associate of Science Degree Program in Early Childhood Education, Honolulu Community College
4. Modify the Associate of Applied Science (AAS) Human Services Program, Honolulu Community College

University of Hawai'i at West O'ahu

5. Approval of Long-Range Development Plan, University of Hawai'i at West O'ahu

Footnotes:

^{1/}Guidelines: In fairness to all who wish to address the Regents, each speaker should abide by the time allotted. The Board will generally allow up to three minutes per speaker depending on the number of those wishing to testify.

^{2/}The Board will recess the public session at approximately 12:00 noon and reconvene at approximately 1:00 p.m. Agenda item(s) not completed by approximately 5:00 p.m. on Thursday will be taken up at 9:00 a.m. on Friday, July 21, 2006.

X. Agenda Items, Public Session^{2/} (Continued)

University of Hawai'i at Hilo

6. Approval of General Funded Positions for College of Pharmacy, University of Hawai'i at Hilo
7. Ground Lease, China - U.S. Center
8. Mauna Kea Management Board Appointees

University of Hawai'i at Mānoa

9. Establishment of the Public Policy Center, College of Social Sciences, University of Hawai'i at Mānoa
10. Establishment of a Graduate Certificate in Public Policy, University of Hawai'i at Mānoa
11. Request to Consolidate Lease Space in 'Aiea for University of Hawai'i Press
12. Subcontract for JABSOM, IMMPACT Project (Telehealth)
13. Establishment of the William R. Johnson, Jr. Distinguished Professorship and the W. Ruel Johnson Distinguished Professorship in the College of Business Administration, University of Hawai'i at Mānoa

University of Hawai'i System

14. Audit Reports
 - a. Audit Plan, 2006-2007
 - b. Audit of the Associated Students of the University of Hawai'i (ASUH)

XI. New or Other Business

A. To make assignments of Regents to the following task groups:

1. Public/Private Partnership Development Issues
2. Role and Function of the Board Office Structure and Operation

XII. Announcement of Next Meeting of the Board

Date: August 24-25, 2006
Place: Windward Community College

XIII. Executive Session

Legal and Personnel Matters will be considered in executive session (Attachment #1)

XIV. Adjournment

UNIVERSITY OF HAWAII AT MĀNOA

5837

Colleges of Arts and Sciences
College of Social Sciences
Office of the Dean

RECEIVED

RECEIVED

'06 JUN 23 P1:51 June 23, 2006 '06 JUN 23 P2:20

MEMORANDUM

TO: KITTY LAGARETA, Chairperson
MANOA CHANCELLOR'S OFFICE
Board of Regents

VIA: David McClain *Linda K. Schmid*
President
University of Hawai'i

VIA: Denise Eby Konan *DE*
Interim Chancellor
University of Hawai'i at Mānoa

FROM: Richard Dubanoski, Dean *Richard Dubanoski*
College of Social Sciences

SUBJECT: Request to Establish the College of Social Sciences Public Policy Center,
College of Social Sciences, University of Hawai'i at Mānoa

UNIVERSITY OF HAWAII
PRESIDENT'S OFFICE
'06 JUN 29 AM 4:40
UNIVERSITY OF HAWAII
PRESIDENT'S OFFICE
BOARD OF REGENTS

SPECIFIC ACTION REQUESTED:

The Board of Regents is requested to approve the establishment of a College of Social Sciences Public Policy Center of the College of Social Sciences, University of Hawai'i at Mānoa.

ADDITIONAL COST:

None. All funds for staffing and operations have been obtained through re-allocations within the College of Social Sciences and through external grants and contracts.

RECOMMENDED EFFECTIVE DATE:

Upon Board approval.

PURPOSE:

This approval will allow the Social Sciences Public Policy Center to develop an exemplary program in public policy research, instruction and application with a commitment to enhance the quality of life in the community.

BACKGROUND:

Pursuant to Board of Regents Policy 5-6a, approval is required for the establishment of instructional, research, administrative or public service centers that require commitments of institutional funding, personnel or physical resources.

The proposed College of Social Sciences Public Policy Center is an instructional and research center designed to offer education in public policy; conduct policy research on issues of significance to Hawai'i, Asian and the Pacific region; facilitate and support civic engagement through university-community based deliberative dialogs and other community forums. The center will offer graduate courses leading to a certificate in public policy, facilitate deliberative dialogs on topics of importance to our state, and conduct non-partisan research on policy issues in partnership with community agencies.

The goals of the center are in accord with those of the Mānoa Strategic Plan, specifically in addressing strategic imperatives to 'encourage research that benefits and involves the local community'; initiate 'new learning that responds to societal needs;' and to 'strengthen public and private partnerships.'

The proposal to establish the center has undergone intensive internal review by the College of Social Sciences Council of Chairs, the Colleges of Arts and Sciences Program and Curriculum Committee, the College of Arts and Sciences Faculty Senate, the Committee on Academic Policy and Planning of the Mānoa Faculty Senate, and the full Mānoa Faculty Senate, which recommended the establishment of this center. Because the center will incorporate the Spark M. Matsunaga Institute for Peace, the Office of Human Resources, the University Budget Office, and the affected unions (HGEA and UHPA) were consulted and there were no objections.

ACTION RECOMMENDED:

It is recommended that the Board of Regents approve the establishment of the College of Social Sciences Public Policy Center, College of Social Sciences, University of Hawai'i at Mānoa, to be effective upon Board approval.

c: Executive Administrator and Secretary of the Board of Regents Iha
Vice Chancellor Smatresk

A Proposal to Establish the Social Sciences Public Policy Center College of Social Sciences University of Hawai'i at Mānoa

Executive Summary

This proposal establishes the Social Sciences Public Policy Center (Center) as an academic unit within the College of Social Sciences bringing together departments, programs and faculty committed to policy research, teaching and practice. Its establishment is the culmination of years of work by many faculty and community leaders who have voiced the need for a multidisciplinary academic center that fosters partnerships between the university and community to enhance the quality of community life. The proposed Center builds on our strengths in instruction, non-partisan research, civic engagement and community-university collaborations and programs. The proposal has been endorsed by other units on campus; over 65 faculty associates in the College who have participated in the Center's activities and its development, and community leaders.

The Center fulfills the core commitments of the University of Hawai'i at Mānoa's Strategic Plan by enhancing the University's leadership in Hawai'i, Asia and the Pacific region in the public policy arena and conducting "research that benefits and involves the local community." Also, by offering education and community programs that "respond to societal needs such as public policy... and promotes the free exchange of ideas as a source of renewal for our society." The Center also will "strengthen public and private partnerships."

More specifically, the Center will (1) provide education in policy studies and train effective leaders and practitioners in public policy and public issues; (2) conduct research and disseminate studies and reports useful to policymakers; (3) serve as a repository and clearinghouse for data bases and reference materials critical to public policy analyses; (4) promote civic engagement through deliberative dialogs, facilitation on policy issues, community programs and outreach; and (5) oversee the Spark Matsunaga Institute for Peace (SMIP), including the Program on Conflict Resolution (PCR) and the Disaster Management and Humanitarian Assistance (DMHA) Program.

To meet the growing need for a public policy center and yet recognizing our limited resources, the College proposes to begin the Center with existing resources through reallocation of its resources and consolidation with the SMIP, which is reflected in the attached documents. The Center will initially be staffed by a director (.5 FTE) reallocated from the College and an administrative support specialist (1.0 FTE) reallocated from the SMIP. Many faculty from various disciplines have volunteered to teach and work on Center projects. The annual cost, which includes staffing and operations, will initially total \$150,000, which will be obtained through reallocations within the College of Social Sciences. Additional resources will be sought from public and private sources – some of which have already been identified at the state and federal government and private foundations. It is expected that the Center will increase its revenue annually.

September, 2005

A PROPOSAL

Name of Center

Social Science Public Policy Center

Purpose and Need

The goal of the Social Science Public Policy Center (SSPPC) is to be an exemplary program in public policy instruction, research, and application with a commitment to enhance the quality of life in the community. The Center's faculty and students will be known for their expertise in public policy, leadership, research and responsible involvement in the community. The Center will be known for its non-partisan and rigorous research on issues of public interest. SSPPC will have a unique focus and special expertise in engaging the community in deliberative dialogs on policy issues of concern. A longer range goal for the Center is to be known for enhancing the quality of life of communities across Hawai'i, the United States, and the Asia-Pacific region.

The public policy center will meet four critical needs. First, our State needs well-trained policy professionals who can conduct first-rate, applied, analytical research and lead public and private agencies dedicated to the well-being of our community. In turn, students and working professionals have already expressed interest in enrolling in a graduate certificate in public policy. Second, policymakers need ready access to the best research and data possible

if they are to enact policies that are in the best interest of the community. Third, there is a need to more fully engage the community in its civic life and for citizens to take more responsibility for the issues and problems facing their community. Finally, the Strategic Plan for the University of Hawai'i at Mānoa encourages "research that benefits and involves the local community," the initiation of "new learning centers that respond to societal needs such as public policy" . . ." and the strengthening of public and private partnerships. SSPPC will fulfill these four needs by offering academic programs in public policy, conducting dependable policy research on important community issues, and developing a close relation between the Center and the larger community. The Center has several goals that are similar to other policy centers on the mainland, and in other countries. However, the plan for the Center to offer a graduate certificate in public policy; support civic engagement through community-based deliberative dialogs and facilitate policy-oriented research on issues relevant to Hawai'i and the broader Asia and Pacific communities fits within the objectives of the University of Hawai'i's strategic plans.

Currently, there are two other policy centers on campus: the Center on the Family located in the College of Tropical Agriculture and Human Resources and the Hawai'i Educational Policy Center housed in the College of Education. We have attached letters of support from these directors in Appendix I.

Core Components of SSPPC

Instruction. SSPPC will provide a multidisciplinary curriculum in public policy theory, methods, knowledge, and practice. Students will acquire a set of

methodological and quantitative skills necessary for policy analysis and develop professional capabilities necessary for leadership in public policy. SSPPC will offer a graduate certificate in public policy, which will appeal to graduate students in the Social Sciences, students in other disciplines with policy interests (e.g., ocean and environmental policy, social work and travel industry management), and working professionals (e.g., community planners and legislators). A 16-credit curriculum is planned that will lead to a graduate Certificate in Public Policy. The curriculum design has a required course in economics (ECON 604, Micro-Economics) and political science (POLS 670, Introduction to Public Policy) and a research methods course that may be taken from a variety of departments across campus depending on the student's interests. (Please see the Appendix II for the Graduate Certificate proposal that was approved by the Arts & Sciences Curriculum Committee on March 2, 2004 and by the Graduate Council on May 12, 2004).

Research. SSPPC will support and produce academically rigorous public policy research. The research will be multidisciplinary, taking advantage of the strengths of our faculty and students across the college. At present, Social Science faculty are actively involved in over 60 policy-related research projects that are relevant to important policy issues in a wide-range of problems areas including health services and health policy, resource management, energy development, telecommunications, sustainable growth, substance abuse, crime, economic and community development, and housing. While the Center will encourage and support all research on public policy issues, it will focus on a few

signature projects that will make a significant contribution to the quality of life in Hawai'i. SSPPC will undertake contract work consistent with its mission. To meet the demands of this type of research the Center will build capacity among the College faculty and students. A future goal of the SSPPC will be to house state and regional databases, information systems, registries, surveys, digital files, and statistical references that will be accessible for policy research, classroom use, and policy decisions. These datasets will be specifically related to policy related projects and will not duplicate any library or other departmental holdings. For example, the Center could be the repository for state level Medicaid data sets that could be useful for future health related policy studies

Civic Engagement. SSPPC is committed to working in close partnership with the larger community to address significant policy issues. It will nurture a mutually beneficial relationship with the people of Hawai'i because the welfare of Hawai'i's people and the work of the SSPPC are inextricably linked—each is dependent upon the vitality and vision of the other. SSPPC will use its resources to address problems that are important to the community and to bring better understanding to significant social issues. Faculty will disseminate public policy information and address community issues beyond the classroom through the use of legislative hearings, community forums, newspapers, television, and public lectures. SSPPC, in partnership with community entities, will facilitate public deliberation based on sound research to illuminate policy problems, alternatives and priorities. SSPPC will provide the leadership in continuing the College's sponsorship of the Legislator-in-Residence and Community Scholar-in-

Residence programs to foster ties with policy decision-makers and community leaders. SSPPC will also convene an annual Public Policy Conference on a significant policy issue of importance to the community and support policy-oriented summits such as the Long-term Care Policy Summit and the Energy Policy Summit. Mini-policy forums and community forums in co-sponsorship with the National Issues Forums have been convened to engage the public in meaningful deliberation and involvement on such topics as homelessness, substance abuse, gambling, health insurance, campaign reform, sustainability, and child welfare. Strong partnerships with community agencies, such as with the Hawai'i Institute for Public Affairs, have already been established to disseminate research findings and to impact policy decisions. These activities demonstrate that the Center is not like the Social Science Research Institute (SSRI) which facilitates the overall research agenda of the college, or the Public Administration Program (PUBA) that trains leaders for public and private leadership positions. Attached are letters of support from the director of SSRI and the Chair of the PUBA program.

Organization and Administrative Structure.

SSPPC will be established as an academic center within the College of Social Sciences and will bring together departments, programs, and faculty committed to public policy research, teaching, and practice. (See Appendix III for the current and proposed functional statements and organizational charts for the Center). Initially, the Center will be staffed with a faculty director at .5 FTE (a position donated from the College of Social Sciences) and an administrative

assistant at .5 FTE, who is being reallocated from the Spark Matsunaga Institute for Peace (SMIP). The Center will also recruit faculty who will hold joint appointments in other Social Science disciplines (e.g., Political Science, Public Administration, Communications, and Urban and Regional Planning), and affiliated faculty (i.e., faculty who hold full time appointments in disciplines but who will participate in one or more Center activities). As the Center grows, more joint appointments may be made either as FTE's or with "soft money" hires. It will be important to have individuals on grants and in this "soft money" category in order to respond quickly to critical needs of the State and nation.

The Spark Matsunaga Institute for Peace (SMIP) will be housed as a program in SSPPC. There was unanimous agreement among the members of SMIP to become part of the Center because of the concurrence of goals of the programs and interests of the faculty. The Program on Conflict Resolution (PCR) has co-sponsored and initiated many community forums and deliberative dialogs on important policy topics. A memo of understanding and collaboration between PCR and the Center has already been approved by the faculty and staff. It is anticipated that other units within the College of Social Sciences (eg. Population Studies) may affiliate with SSPPC because of the commonality of goals and interests. Procedures will be developed to determine how units and individuals will become affiliated with the Center. Presently, any faculty member within the College may "affiliate" with the Center. This affiliation means that he or she is invited to all faculty development seminars and events offered by the Center and they are informed of any grants, research opportunities or community dialogs

with which the Center becomes involved. The idea is to open the resources of the Center as broadly as possible and connect faculty interested in policy to research opportunities and activities both on campus and in the community.

Resources.

1. Funding for the first year to develop the support structure and programs (teaching, research, civic engagement) will be through internal College reallocations and external contracts and grants.

2. No new permanent positions or additional funding are being requested to establish the SSPPC. Funds and positions will be received through reallocations within the College of Social Sciences.

3. To meet growing needs and demands of the State and other clients, additional resources will be sought from public and private sources to sustain the public policy endeavors.

4. Once the Center is established, it has the potential to generate substantial extramural funding through grants and contracts, some of which have already been identified at the local, state and federal governments, and at private foundations. Additional temporary positions may be funded with external funds to staff projects and programs. Contracts and grants awarded to faculty associated with SSPPC will be managed and supported by the Center in collaboration with the Social Science Research Institute, which provides all College programs with administrative support in grants and contracts management.

APPENDIX I
LIST OF SUPPORTERS



COLLEGE OF SOCIAL SCIENCES

public policy center

A Selected List of Supporters of the Social Sciences Public Policy Center Programs*

U.S. Senator Daniel K. Inouye
U.S. Congressman Neil Abercrombie
State Senate President Robert Bunda
State Senator Kalani English
State Senator Russell Kokubun
State Senator Brian Taniguchi
State Senator Les Ihara
State House of Representatives Speaker Calvin Say
State Representative Hermina Morita
State Representative Roy Takumi
State Representative Brian Schatz
State Representative Galen Fox
State Representative Lyla Berg
State Representative Lynne Finnegan
State Senator Carol Fukunaga
State Senator Suzanne Chun Oakland
State Auditor Marian Higa
Ken Takayama, Director, State Legislative Reference Bureau
Councilmember Ann Kobayashi, Honolulu City Council
William Kaneko, CEO and President, Hawaii Institute for Public Affairs
Bob Agres, Executive Director, Hawaii Alliance for Community Based Economic Development
B. Puni Kekauoha, Executive Director, Papakolea Community Development Corporation
Mei Chun, U.S. Attorney General's Office
Henry Oliva, Deputy Director, Department of Human Services
Pat Murakami, Division Administration, Department of Human Services
Dennis Dunn, Honolulu Prosecutor's Office
Gerald Russo, U.H. Economics Department and the Hawaii Uninsured Project
Sumner LaCroix, U.H. Economics Department, the Hawaii Affordable Housing Brief
Teresa Bill, Bridge to Hope, University of Hawaii at Manoa
Maurice Kaya, Department of Business, Economic Development & Tourism
John Cole, Director, State Consumer Advocate
Carlito Caliboso, State Public Utilities Commission Chair
Robbie Alm, Sr Vice President, Hawaiian Electric Company
Mike Hamnett, Research Corporation of the University of Hawaii
Rick Rocheleau, Hawaii Natural Energy Institute
Warren Bollmeier, President, Hawaii Renewable Energy Alliance
Jeff Deren, Strategic Planning Engineer, Kauai Island Utility Cooperative

A Selected List of Supporters of the Social Sciences Public Policy Center Programs
(Continued)

Kal Kobayashi, Maui County Energy Coordinator
Glenn Sato, Kauai County Energy Coordinator
Ray Carr, Hawaii County Energy Coordinator
Jeff Mikulina, Director, Hawaii Chapter of the Sierra Club
Joan White, Director, Honolulu Community Action Program
Bill Brennan, Communications Director, City and County, Honolulu
AARP
Hawaii Alliance for Nonprofit Organizations (HANO)
Roy Bahl, Dean, Andrew Young School of Policy Studies
The Honorable Jeremy Harris, Previous Mayor, C&C, Honolulu
Nancy Lewis, Director of Research Program, East West Center
Stephen Meder, School of Architecture
Jim Shon, Executive Director, Charter Schools
Dr. Marian Melish, Kapiolani Medical Center
Margaret Maaka, Associate Professor, College of Education
Keola Nakanishi, Principle, Hālau Kū Māna
Noelani Goodyear-Ka'opua, Program Director, Hālau Kū Māna
Dr. Sylvia Yuen, Center on the Family, College of Tropical Agriculture and Human Resources, University of Hawaii
Dean Andy Hashimoto, College of Tropical Agriculture and Human Resources
Dean Randy Hitz, College of Education, University of Hawaii
Dr. Donald Young, Director, Hawai'i Educational Policy Center, University of Hawaii
Dr. Velma Kameoka, Director, Social Sciences Research Institute, University of Hawaii
University of Hawaii Economic Research Organization (UHERO)

* This list represents a selected list of the people and/or organizations the Public Policy Center has worked with over the last two years.

APPENDIX II.

PROPOSAL FOR A GRADUATE CERTIFICATE IN PUBLIC POLICY

The Graduate Certificate in Public Policy

Statement of Aims and Goals

The College of Social Sciences is launching a Public Policy Center. The mission of the Center is to “enhance the quality of community life throughout Hawai‘i, the United States and the Asian Pacific region by educating professionals for careers in public life, conducting non-partisan policy research and promoting civic engagement on issues of local, national and international significance. The vision for the Center includes excellence in public policy education, research and professional practice. Its students and faculty will be known for their expertise in public policy, leadership in public affairs and responsible involvement in the community.

Teaching is one of the most important ways to engage students in the present body of knowledge, to enhance their spirit of inquiry and to encourage their continual pursuit of learning and understanding. Students will be well-grounded in their individual disciplines and receive a multidisciplinary curriculum in the Center, emphasizing public policy theory, methods, knowledge, skills and practice. For example, students will acquire a set of methodological and quantitative skills necessary for conducting applied analytic research and develop a set of professional capabilities necessary to lead public and private agencies dedicated to enhancing the public good.

The Certificate:

Objectives:

The objectives of the certificate are to develop people with the capacity to think analytically, clearly, and systematically about public issues; to know how to apply appropriate skills and technologies to problems; and to communicate persuasively in speech and writing.

Structure:

Concurrent with the development of this Center will be a new, graduate Certificate in Public Policy. This **16** credit certificate will allow graduate students and working professionals to become familiar with or enhance their policy skills, analytic thinking and focus on a substantive policy issue. Students pursuing a wide range of academic majors and professionals working in a broad range of policy fields are encouraged to join this initiative and become a part of an interdisciplinary program that brings disciplinary knowledge and experience to the field of public policy. Each participant's program can be designed to build upon his/her educational background and professional interests.

The intention of this certificate is to be flexible while establishing a core of required courses from which students may build their substantive specialization. In addition, students will be required to take a community or field based internship in the field of policy studies and complete an integrative seminar before graduation. Most classes will be scheduled in the evenings or weekends to accommodate working people.

Core Requirements (9 credits)

All students will be required to take POLS 670, Introduction to Public Policy and ECON 604, Micro-Economics and Public Policy. In addition, one methods course from the list below is required. These three courses form the core for all students*.

Successful completion of the certificate program requires passing courses with a grade of B or better and a cumulative GPA of 3.0 for all courses counted towards the certificate.

PLAN 600	Theories of Planning/Public Policy
PLAN 601	Planning Methods
PLAN 605	Planning Models
PLAN 610	Community Planning and Social Policy
PLAN 654	GIS
PLAN 652	Policy Implementation and Program Evaluation
PLAN 620	Environmental Planning
POLS 602	Research Techniques and Analysis
SOC 606	Research Methods and Design
SOC/PPST 691	Methods of Demographic Analysis
SOC 608	Survey Research Design and Analysis
SOC 701	Seminar in Evaluation Research
ECON 604	Microeconomics Theory

*** Not all of these classes are taught every semester.**

Elective (3 credits)

One elective course may be selected in the student's area of interest as they relate to public policy. Students are advised to select an elective course that focuses in an area of specialization. A selection of policy- related courses include (partial listing only): **

ECON 663	Trade Policy
EDEF 675	Introduction to Educational Policy Studies
GEOG 635/PLAN 603	Economic Analysis for Urban Planning and Policy
GEOG/PLAN 633	Globalization and Urban Policy
LAW 561	Administrative Law
LAW 574	State and Local Government Law
LAW 581	Native Hawaiian Rights
PPST 650	Introduction to Human Population
POLS 601	Political Analysis and Theory Building
POLS 610	Political Theory and Analysis
POLS 660	Public Laws and Judicial Systems
POLS 671	Public Policy
POLS 672	Politics of the Future
POLS 673	The Future of Political Systems
POLS 770	Seminar in Public Policy
PLAN 610	Community Planning and Social Policy
PLAN 619	Multiculturalism in Planning and Policy

PLAN 625	Environmental Planning
PLAN 640	Land Use Policies and Programs
PLAN 652	Policy Implementation and Program Evaluation
PLAN 654	Applied Geographic Information Systems
PLAN 655	Advanced Planning Methods and Models
PLAN 741	Public Policy Planning for Sustainability
PUBA 600	Political & Economic Systems
PUBA 620	Reforming Public Organizations
PUBA 662	Applied Policy Analysis/ Leadership
PH 636	Policies, Programs, and Services on Aging
SOC 606	Methods of Research in Criminal Justice
SOC 615	Sociology of Health and Health Services
SOC 753	Economic Development in Asia
SW 630	Social Welfare Policy and Services
SW 797	Social Welfare Policy and Change
WS 318	Women and Social Policy
WS 436	Women and the Law
WS 418	Women and Work

At least nine credits must be at the graduate level (600-700). Any course below this level must be approved prior to enrollment.

**** Not all of these courses are taught each semester.**

Internship Requirement (2 credits)

Students will be required to complete an internship (160 hour) in a professional or policy research setting, doing work related to their academic training and career interests. This internship plus the final integration seminar together will be worth 4 academic credits.

The Final Integration Seminar: Policy Studies PS 602 (2 credits)

In the final integration seminar, students will apply the methods, approaches, and perspectives studied in the curriculum and in their internship to a public affairs issue. The resulting policy analysis paper, based on their internship experience includes a thorough analysis of the issue, policy options and “best alternative” recommendations. The paper must demonstrate individual competence in professional writing, including the ability to analyze a discrete, public affairs problem, the ability to collect, analyze, and integrate information from a variety of sources and perspectives, and the ability to link the analysis with potential action. This paper will be completed for an external client on an issue mutually agreed upon by the student, client, and course instructor.

For students concurrently enrolled in a master's or doctoral degree as well as the Certificate program, the Certificate will be awarded in the same semester in which the candidate receives his/her master's or doctoral degree. For students not completing another degree or for those working professionals with an advanced degree who are returning for this Certificate, it will be awarded upon satisfactory completion of the above requirements.

Admission Requirements and Advising:

Individuals interested in applying for this Graduate Certificate must have a GPA of at least 3.0 from an accredited undergraduate program. The application form and requirements are on the website at www.publicpolicycenter.hawaii.edu. Applicants must submit their undergraduate transcripts, as well as any transcripts with completed graduate course work; two letters of recommendation and a writing sample/statement describing their past experience in policy/practice and their interest in this program.

Individuals with an advanced degree interested in pursuing the Certificate in Public Policy should apply for admission to the Graduate Division as a special non-degree student and arrange for an interview with the faculty member responsible for directing the Certificate Program. A student accepted in a master's or doctoral degree program and interested in admission to the certificate program should arrange for an interview with the faculty member responsible for directing the Policy Certificate and file an application for admission in the Certificate program. Dr. Susan Chandler, Interim Director of the Public Policy Center, will coordinate the admissions process. She will distribute applications to the faculty associates in the student's interest areas for their review and input. She will also serve as each student's advisor for the first semester and arrange the practice-based placements. Students will be encouraged to choose an advisor from the 40 Public Policy Center faculty associates after the first semester.

Resources:

The core requirements and electives are all courses that are currently being taught. The final seminar is a new course that will be taught once a year by the interim director. The PPC will provide the initial advising for each student and the coordination of the internship experience.

Student Demand

We anticipate that while there are many new certificates being offered in the University, the appeal of a Policy Certificate with the flexibility of this course structure will be quite popular among graduate students in political science, sociology, urban and regional planning, social work, geography and public administration. However, we would like to start with a relatively small cohort in the first class. We also are anticipating that there is demand for this certificate in the community among state and city agency planners, researchers, managers and people working in policy or legislative settings.

Relationship to the Chancellor's Criteria

The certificate meets the Chancellor's criteria. It has been offered as a College of Social Sciences Certificate, and once approved, it will be included on the students' final transcripts.

Assessment

The Certificate will be assessed around the four following criteria:

- a) What are the major learning objectives for the students in this program?
- b) How is the curriculum designed to assure that these objectives will be met?
- c) For each objective, what is the assessment of how well the students are learning?
- d) How will we use the assessment results to improve the quality of the curriculum?

The major learning objectives are: to develop people with the capacity to think analytically, clearly, and systematically about public policy issues; to know how to apply appropriate skills and technologies to problems; and to communicate persuasively in speech and writing. The curriculum is designed with three required courses (economics, political science and research methods), each focused on a crucial area required to conduct policy analyses. The electives provide students with the opportunity to become skilled in a specific problem or policy area. The internship provides students with the opportunity to hone their academic skills in a field setting. The final seminar requires the student to bring together all of their previous experience and learning and produce a written policy paper that must be presented orally to a constituent group. Each student meets intermittently with the Interim Director of the Policy Center to discuss his or her curriculum choices and plan the internship. She serves as each student's academic advisor as well as instructor for the final seminar. In that capacity, each student's progress is tracked through the program and designed to meet individual needs as well as diagnose any shortcomings. Each student will provide a mini "portfolio" to his or her advisor that compiles the products of the semester's work. This portfolio will include at a minimum, the papers and assignments completed in the courses as well as the work produced from the internship.

All these materials will be shared (protecting each student's confidentiality) with the Center's curriculum committee as well as the steering committee and used for future curriculum analysis and program review.

FOR MORE INFORMATION:

To receive an application package, send a written request to The CSS Public Policy Center, Saunders 723, University of Hawai'i at Mānoa, 2424 Maile Way, Honolulu, HI 96822. Please visit our website at www.publicpolicycenter.hawaii.edu, call the Interim Director, Susan Chandler, at (808) 956-4237, or email her at chandler@hawaii.edu.



COLLEGE OF SOCIAL SCIENCES

public policy center

UNIVERSITY OF HAWAII AT MĀNOA

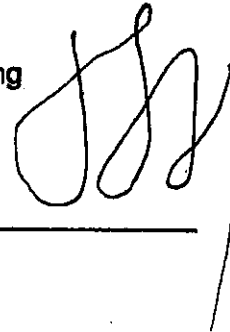
September 30, 2004

Memo of Support
Graduate Certificate in Public Policy

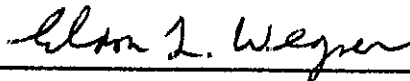
I have been involved in the development of the Graduate Certificate in Public Policy and support its approval.



Ken Lowry
Professor and Chair
Department of Urban and Regional Planning



Jon Goldberg-Hiller
Professor and Chair
Political Science Department



Eldon Wegner
Professor and Chair
Sociology Department



James Mak
Professor
Economics Department



Dick Pratt
Professor and Chair
Public Administration Program

APPENDIX III.

**PROPOSED AND CURRENT
FUNCTIONAL STATEMENTS AND
ORGANIZATION CHARTS
FOR THE
SOCIAL SCIENCES PUBLIC POLICY CENTER**

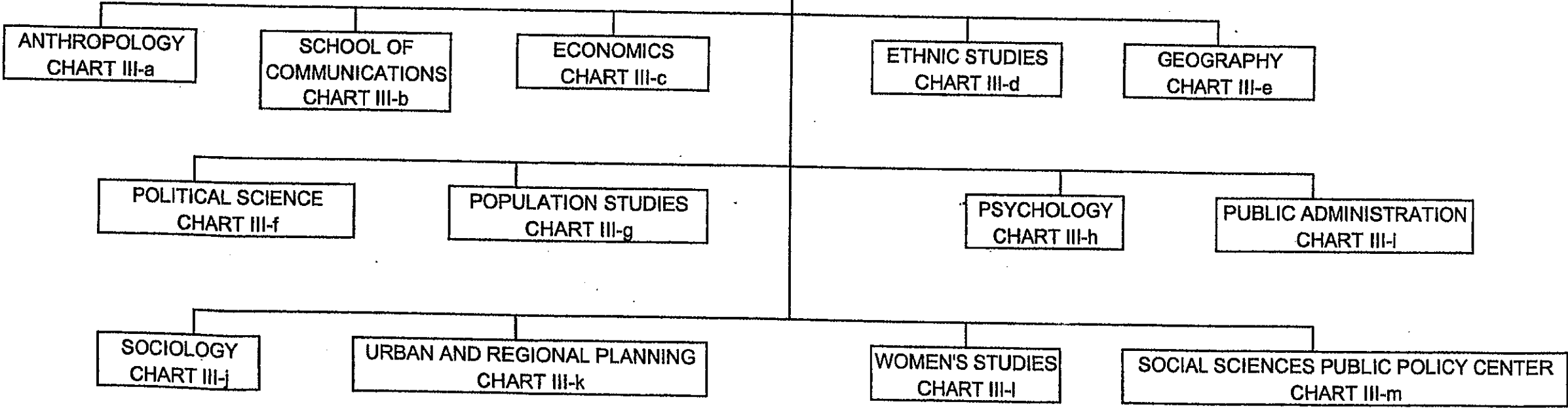
OFFICE OF THE
CHANCELLOR
UNIVERSITY OF HAWAII, MANOA

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF SOCIAL SCIENCES

CHART I

OFFICE OF THE DEAN
CHART II

SOCIAL SCIENCE RESEARCH INSTITUTE
CHART IIA



APPROVED BY THE UNIVERSITY
BOARD OF REGENTS

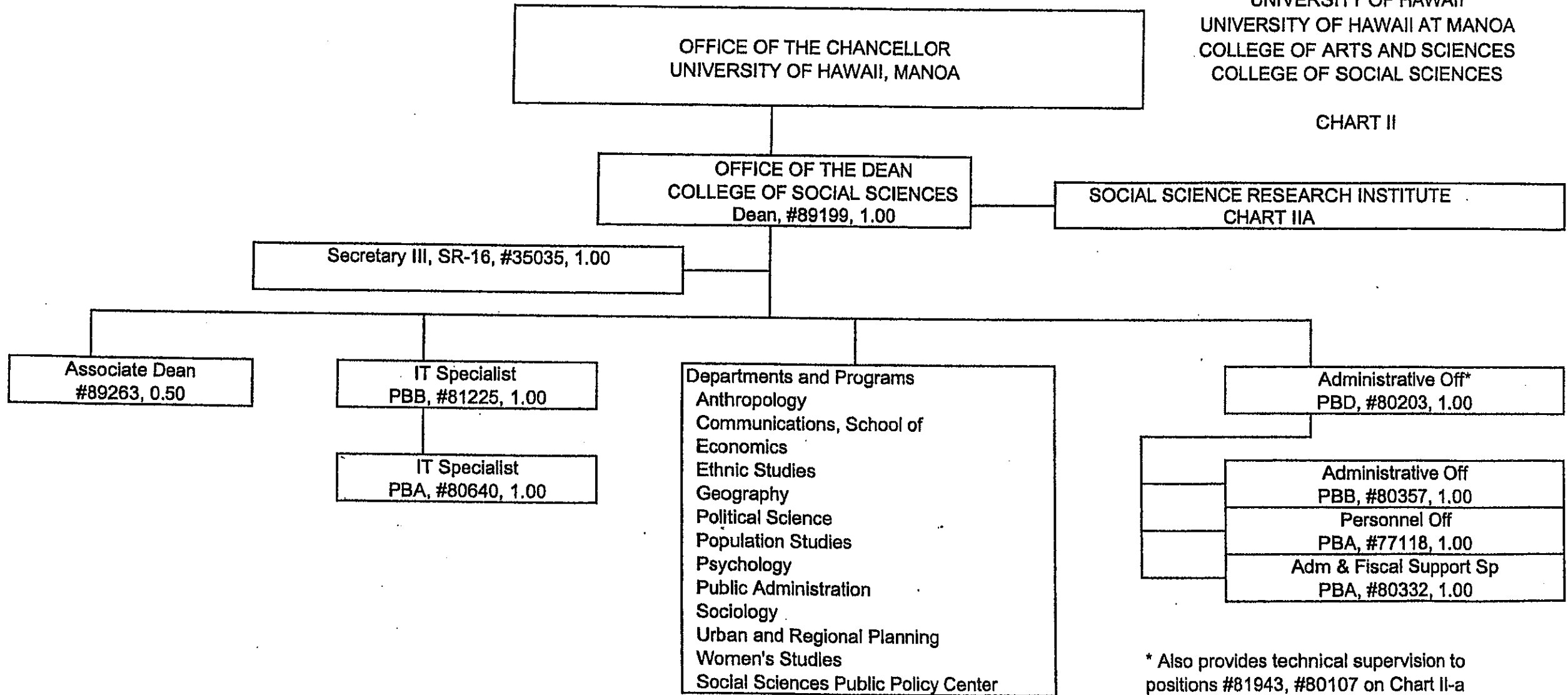
JUL 21 2006

Date

PROPOSED

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
COLLEGE OF ARTS AND SCIENCES
COLLEGE OF SOCIAL SCIENCES

CHART II



* Also provides technical supervision to
positions #81943, #80107 on Chart II-a

APPROVED BY THE UNIVERSITY
BOARD OF REGENTS

JUL 21 2006

Date

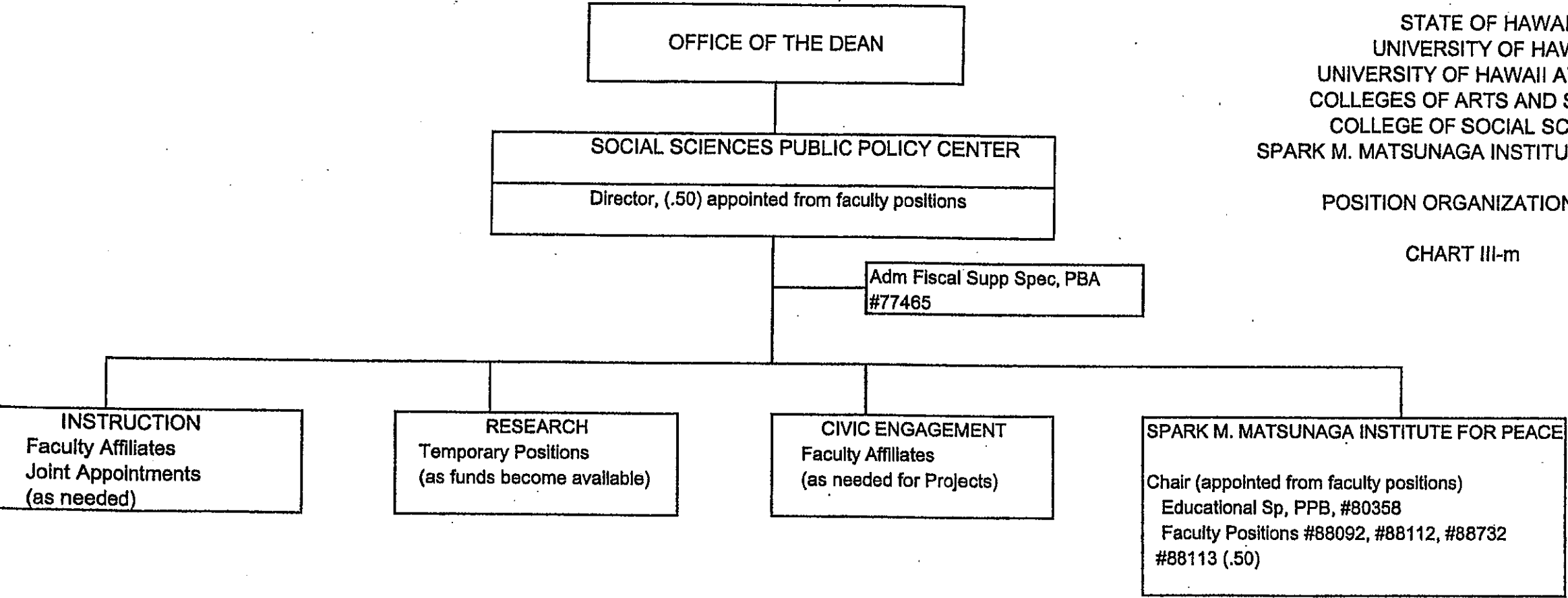
General Funds

8.50

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF SOCIAL SCIENCES
SPARK M. MATSUNAGA INSTITUTE FOR PEACE

POSITION ORGANIZATION CHART

CHART III-m



APPROVED BY THE UNIVERSITY
BOARD OF REGENTS

JUL 21 2006

Date

UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
COLLEGE OF ARTS AND SCIENCES
COLLEGE OF SOCIAL SCIENCES

FUNCTIONAL STATEMENT

SOCIAL SCIENCES PUBLIC POLICY CENTER

The Social Sciences Public Policy Center is an academic center within the College of Social Sciences focused on enhancing the quality of community life through instruction, non-partisan research, and civic engagement programs encouraging community dialogue. It fulfills the University's strategic goal to engage diverse elements of the UH system in developing a learning, research, and service network to enable Hawaii to flourish. More specifically, it builds on our existing research strengths, collaborates across disciplines, and provides the administrative leadership, support, and infrastructure to facilitate teaching, research, and service for the betterment of society. Its efforts will also support Hawaii's economy by building strong partnerships within the University and with public and private institutions.

FUNCTIONS

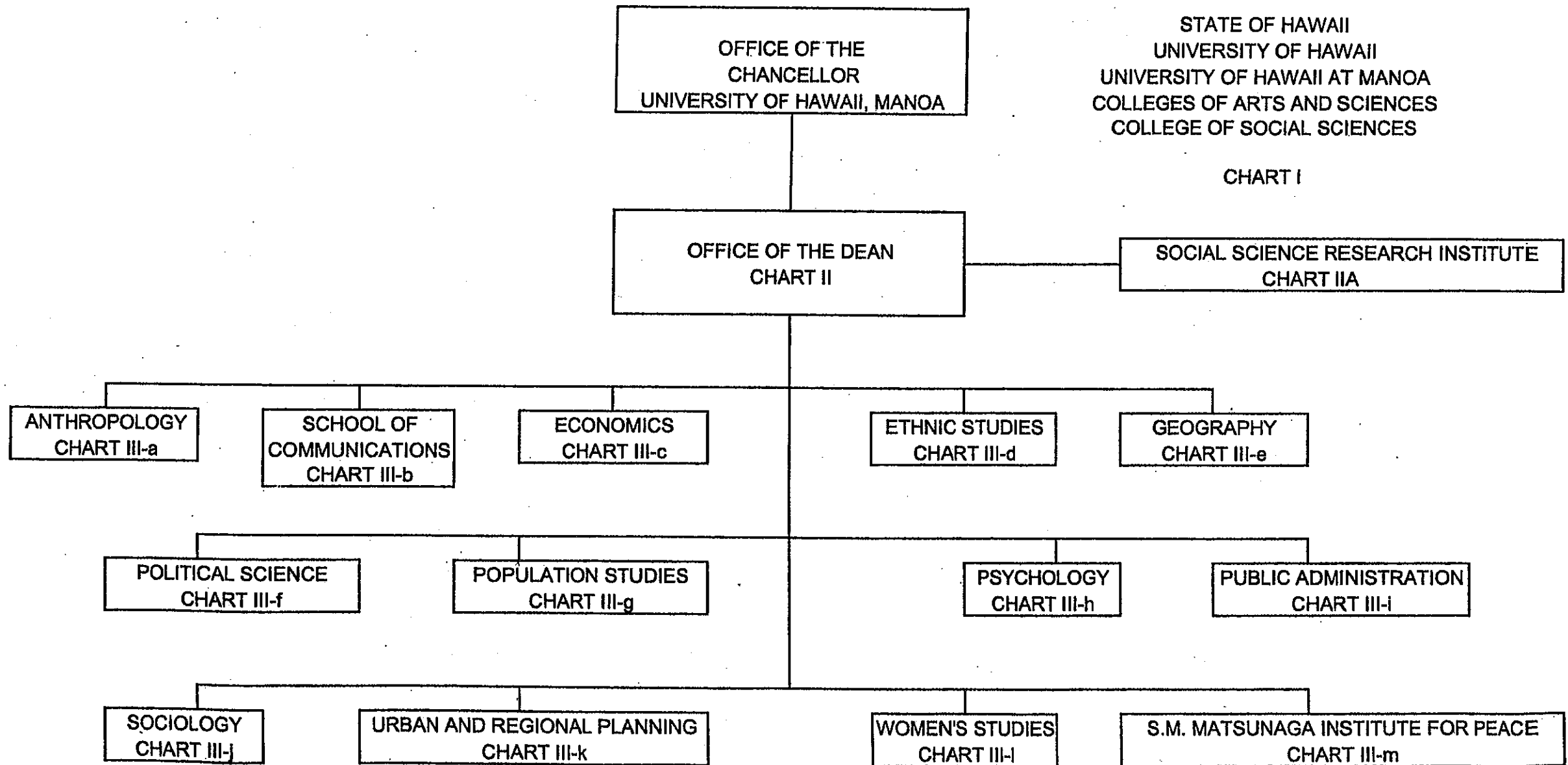
- To provide education and training in policy studies for both undergraduate and graduate students, promoting and developing effective and reflective practitioners and leaders in public policy and public affairs
- To conduct research and publish and disseminate studies and reports useful to policymakers in making sound policy decisions
- To become a responsible repository and clearinghouse for data bases, information systems, and other references critical to public policy analyses
- To promote civic engagement through conducting programs and outreach to the community on issues of significance and value to the public, and which contribute toward developing communities that are well-informed and meaningfully engaged in policy deliberations
- To oversee the programs of the Spark Matsunaga Institute for Peace, including the Program on Conflict Resolution and the Disaster Management and Humanitarian Assistance Program, which shall:
 - (1) Sponsor and support peace education and research projects,
 - (2) Provide peace studies and conflict resolution education and training for undergraduate and graduate students,
 - (3) Support research in nonviolent means of resolving disputes and conflict resolution,
 - (4) Promote interaction and outreach with the local, national, and international peace communities,
 - (5) Cooperate with individuals and organizations in continuing dialogue on the global quest for justice and peace,
 - (6) Publish scholarly and creative work in all media relating to peace and conflict resolution, and

JUL 21 2006

- (7) Address contemporary problems in Hawaii, the Asia Pacific Region, the United States, and the world through bringing people together and providing a safe sanctuary for civil and respectful exchange of perspectives and ideas.

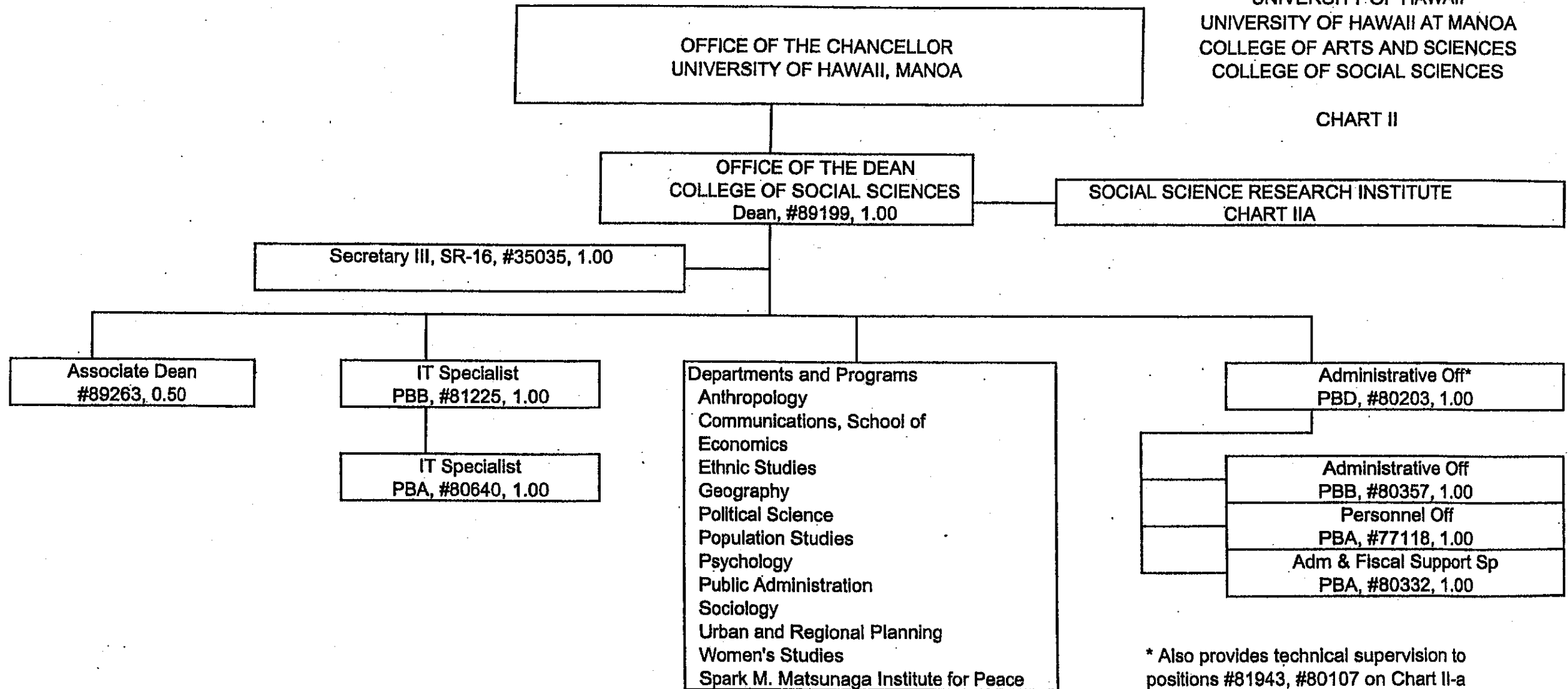
The Center will conduct research, education, and service in policy development, conflict resolution, and peace, including such topics as the nature and conditions of a just and sustainable social order; the relationship between justice, human needs, and violence; and theories and methods for conflict resolution.

JUL 21 2006



STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
COLLEGE OF ARTS AND SCIENCES
COLLEGE OF SOCIAL SCIENCES

CHART II



OFFICE OF THE DEAN

STATE OF HAWAII
 UNIVERSITY OF HAWAII
 UNIVERSITY OF HAWAII AT MANOA
 COLLEGES OF ARTS AND SCIENCES
 COLLEGE OF SOCIAL SCIENCES
 SPARK M. MATSUNAGA INSTITUTE FOR PEACE

POSITION ORGANIZATION CHART

CHART III-m

SPARK M. MATSUNAGA INSTITUTE FOR PEACE		
Director (appointed from faculty positions)		
Adm Fiscal Supp Spec, PBA, #77465		1.00
Educational Sp, PBB, #80358		1.00
Faculty Positions:		3.50
<u>Full time:</u> #88092, 88112, 88732		
<u>Part time:</u> #88113 (.50)		

		5.50

General Funds 5.50

STATE OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF SOCIAL SCIENCES

FUNCTIONAL STATEMENT

SPARK M. MATSUNAGA INSTITUTE FOR PEACE

The issue of peace has taken on a special urgency in the current generation, as an escalating arms race produced weapons of destruction with the capacity to destroy our civilizations. Despite the common acknowledgment that the Cold War is over, regional inequalities in living standards and human rights create seeds of unrest in many areas of the world. 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, and in May 1990, changed the name to the Spark M. Matsunaga Institute for Peace in honor of the late Senator who worked for peace and social justice.

FUNCTIONS

- To sponsor and 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 undergraduate and graduate students, and thereby to promote broader thinking toward the development of a peaceful world.
- To support research into nonviolent means of resolving disputes and conflict resolution.
- 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.
- To publish scholarly and creative work on peace in all media.

The Spark M. Matsunaga 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 have no geographical boundaries.

The Institute has a Council composed of university members from various academic disciplines system wide. The program is an interdisciplinary program that works closely with other units in the University. The program has general funds and five and one-half permanent positions as of June 1993. The Director of the Institute is a faculty member.