

**STATE OF HAWAI‘I
UNIVERSITY OF HAWAI‘I
UNIVERSITY OF HAWAI‘I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES**

FUNCTIONAL STATEMENT

COUNCIL OF ARTS AND SCIENCES DEANS – ORG CODE: MACASD

The Council of Deans of Arts and Sciences is made up of the Deans of the College of Arts and Humanities, the College of Languages, Linguistics and Literature, the College of Social Sciences, and the College of Natural Sciences. The Council is responsible for the planning and coordination of joint activities and programs for Arts and Sciences and of those that involve Arts and Sciences as a whole with other units outside Arts and Sciences. The Chair of the Council represents the Colleges externally, and serves as principal liaison to the Office of the Vice Chancellor for Academic Affairs.

ACADEMIC AFFAIRS AND STUDENT ACADEMIC SERVICES – ORG CODE: MAAASA

Academic Affairs and Student Academic Services is responsible for the academic policies and programs of the Colleges and provides general assistance to the Council and to the individual College deans as appropriate.

COUNSELING AND ADVISING – ORG CODE: MACLAD

Advising units that span more than one College are administratively housed in the Colleges of Arts and Sciences Student Academic Services, which also supports and coordinates the work of the advising units in the individual colleges and provides shared services. The Department Chair serves as Director of Student Academic Services and coordinates the activities, personnel and budget affairs of the office. Services include educational planning, maintenance of academic records, academic actions, monitoring of registration and evaluation of eligibility for graduation.