

**STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII 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.

**ADVISING CENTER FOR THE COLLEGES OF ARTS & HUMANITIES
AND LANGUAGES, LINGUISTICS & LITERATURE – ORG CODE:
MACLAD**

The Student Academic Services unit administers and provides academic advising services for the College of Arts and Humanities and the College of Languages, Linguistics and Literature, which includes supporting and coordinating advising services in the individual colleges and their departments. Services include educational planning, maintenance of academic records, academic actions, monitoring of registration, and evaluation of eligibility for graduation. The Director coordinates the activities, personnel and budget affairs of the office.