



UNIVERSITY
of HAWAII
MĀNOA

DT 8502
College of Arts and Humanities
Office of the Dean

RECEIVED

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MANOA CHANCELLOR'S
OFFICE

May 31, 2018

MEMORANDUM

TO: David Lassner
Interim Chancellor

VIA: Michael Bruno
Interim Vice Chancellor for Academic Affairs
Vice Chancellor for Research

FROM: Peter Arnade
Dean of College of Arts and Humanities

SUBJECT: Reorganization Proposal for College of Arts and Humanities, Department
of History

SPECIFIC ACTION REQUESTED:

We request your approval of the reorganization of the College of Arts and Humanities, Department of History ("Department").

RECOMMENDED EFFECTIVE DATE:

Upon your approval.

ADDITIONAL COST:

No additional costs are associated with this reorganization.

PURPOSE:

The purpose of this reorganization is to provide the Department Chair with direct secretarial support by changing the supervisory level for the Secretary I position from the Associate Chair to the Chair of the Department.

BACKGROUND:

Pursuant to Administrative Procedure A3.101 *University of Hawai'i Organizational and Functional Changes* dated March 2008, reorganizations that:

- a) do not have an impact on BOR policy and/or laws;

b) do not create, eliminate, or significantly change responsibilities of programs reporting directly to the Board or President;
c) do not incur significant additional expenses; or
d) do not have significant programmatic impact on the University
may be approved under delegated authority by the Chancellor for reorganizations that are two (2) supervisory levels below (APM A3.101, Section 3b).

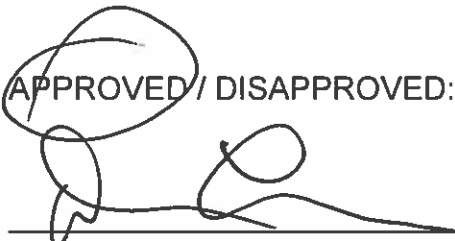
This reorganization proposal has been reviewed and discussed with appropriate units and staff members. The details of the reorganization are outlined in the attached Executive Summary and Narrative.

ACTION RECOMMENDED:

It is recommended that the attached reorganization proposal for the College of Arts and Humanities, Department of History be approved.

Should you have any questions, please contact Christie Nitta at 956-7803 or at cfukumae@hawaii.edu.

APPROVED / DISAPPROVED:



David Lassner
Interim Chancellor

AUG 30 2018

Date

Attachments:

Executive Summary
Narrative
Current Organizational Charts and Functional Statements
Proposed Organizational Charts and Functional Statements
Attachment 3: BJ/BT Position Worksheet
Letters and Responses

EXECUTIVE SUMMARY

Reorganization Proposal
College of Arts and Humanities, Department of History
University of Hawai'i at Mānoa

Executive Summary

I. Purpose:

The purpose of this minor reorganization is to provide the Department of History ("Department") Chair with direct secretarial support by changing the supervisory level for the Secretary I position from the Associate Chair to the Chair of the Department.

II. Major Elements of the Proposal:

The Department of History is proposing to change the supervisory level for the Secretary I position from the Associate Chair to the Chair of the Department.

III. Resource Impact:

Explain the resources impacted as a result of this reorganization. If there is no impact, reflect "None" for each category as appropriate.

A. Budget

1. What is the estimated cost of the reorg? None.
2. Are additional funds needed? If so, how will the cost of the reorg be funded? None.
3. Will the reorg result in cost savings or be cost neutral? Cost neutral.

B. Operational

1. What is the overall impact on faculty and staffing responsibilities, if any? The Secretary I position will provide direct secretarial support to the Department Chair and may provide clerical assistance to other department staff as assigned.
2. Will additional faculty/support personnel be required? If so, what is the plan to obtain the additional faculty/staffing to successfully implement the reorganization? None.
3. Will there be a reduction in faculty/staff? If so, what steps are planned or have been taken to ensure proper consultation? None.
4. Identify faculty/staff positions impacted by the anticipated changes. Secretary I, #15261; Chair, #84415; Associate Chair, #82370.

C. Space

1. Will additional space outside own resources/allocations be required? If so, has the Vice Chancellor for Administration, Finance, and Operations (VCAFO) or designee been consulted? None.

IV. Consultation:

Explain or list the individuals and groups consulted and the key comments/feedback received. Secretary I, #15261; Chair, #84415; Associate Chair, #82370.

The current Chair, Associate Chair, and Secretary I have been informed of and are in strong support of the reorganization proposal.

Comment from the Department of History Chair: She recommends approval of the reorganization so the Chair's time and efforts may be more appropriately allocated to overseeing and improving faculty efforts in scholarship, instruction, and service; supervising and improving the faculty instruction; balancing instructional workload; and overseeing departmental budget and expenditures., and recommending academic appointments, rather than focusing on the administrative and secretarial support services that may be provided by the Secretary.

V. Implementation:

Explain when and how this reorganization will be implemented. Identify anticipated effective date.

The Department of History would like to implement this change immediately.

NARRATIVE

Reorganization Proposal
College of Arts and Humanities, Department of History
University of Hawai'i at Mānoa

Narrative

Instructions: Complete each section below and clearly indicate "None" or "N/A" where appropriate.

I. INTRODUCTION:

- A. Provide an overview of the College/School/Department and a snapshot outlining the current situation of the unit(s) involved in the reorganization.

The Department of History in the College of Arts and Humanities (College) at the University of Hawai'i at Mānoa offers degree programs at the BA, MA, and PhD levels and helps students develop skills in evaluating evidence, organizing information, clarifying concepts, and writing narratives. The geographical location of the UH Mānoa campus facilitates expertise in Asian, Hawaiian, Pacific, and World histories, as well as the American and European pasts.

With almost 30 full-time equivalent (FTE) positions, the Department of History has the most full-time faculty and is one of the biggest departments in the College.

- B. Specify the objectives/goals of the new/restructured unit(s) involved in the reorganization.

The goal of this minor reorganization is to provide the Department Chair with direct secretarial support by changing the supervisory level for the Secretary I position from the Associate Chair to the Chair of the Department.

II. RATIONALE FOR THE REORGANIZATION:

- A. Provide background and relevant historical information.

Historically, the Department had a Secretary II, Secretary I and an APT, Academic Support position, to provide administrative and academic support. The Secretary II and APT positions reported to the Chair while the Secretary I position reported to the Associate Chair. When the Secretary II position was vacated in 2008, the Chair had determined that the Secretary I and APT positions would suffice to provide administrative and academic support and therefore, the Secretary II position was no longer needed. The Department abolished the Secretary II position in December 2008. The Secretary I position continued to report to the Associate Chair.

To date, the position of the Secretary II has not been restored and the Department does not have a permanent position dedicated to providing direct secretarial support for the Chair. The Department has determined that it needs a permanent position dedicated to providing secretarial support to manage administrative tasks for the Chair. As of June 2014, the Secretary I position reporting to the Associate Chair of the Department has been providing

secretarial support for the Department Chair. The incumbent in the Secretary I position has been receiving appropriate temporary reallocation and remuneration for Secretary II level work performed.

- B. Provide a detailed explanation of the conditions and/or factors prompting the proposed reorganization and how they will be addressed by the reorganization. Explain why the current organization is inadequate and whether the reorg is consistent with the University's strategic, program, and financial plans.

Since 2008, there have been numerous changes throughout the Department and the current need is for a Secretary II position to assist the Chair. The Secretary II will assist with maintaining the Chair's calendar, keeping abreast of and reminding students/faculty about departmental deadlines, drafting and reviewing correspondence on routine office inquiries, handling travel, conference arrangements, leave requests, retirement, and providing administrative services in all areas, including but not limited to, procurement, administration of extramural/intramural accounts/projects, budgets, personnel management, and curriculum/student management. The Secretary II position will be responsible for handling all administrative tasks as provided above so that the Chair may focus time and efforts on overseeing and improving faculty efforts in scholarship, instruction, and service; supervising and improving the faculty instruction; balancing instructional workload; overseeing the department budget and expenditures; and recommending academic appointments.

With almost 30 FTE, the Department is one of the biggest departments in College, yet is the only department under the College that does not have direct secretarial support for its Chair. The Department requires a permanent position dedicated to manage, coordinate, organize, facilitate, and provide a variety of services and supports to the Chair. The proposed organizational structure for the Department of History will be consistent with the organizational structure of several other departments within the College and provides essential administrative services and support for the Department Chair.

- C. Explain other alternatives explored.

N/A.

- D. Explain how the proposed changes will affect current relationships and workflows, including impact on services and relations with other University segments.

The Chair oversees the Department of History and the secretary serves as the extension to the Chair to help facilitate workflow, coordination and management controls and relationship with others. The Secretary II position will serve as the middle person between the faculty and the department and associate Chairs, between the department and the college, dean's office, and other campus department, and must be knowledgeable about the policies and procedures pertaining to personnel and fiscal matters.

The secretary will provide the Chair with administrative and secretarial support to submit reports on department expenses, handle travel, conference arrangements, and fiscal planning in a timely manner. The secretary will also assist in processing tenure and promotion, leave requests, retirement, and other personnel and fiscal tasks.

- E. List the groups that will be impacted by the reorganization and indicate whether they have been informed/consulted. Explain issues raised and how concerns were addressed.

The current Chair, Associate Chair, and Secretary I have been informed of and are in strong support of the reorganization proposal.

Comment from the Department of History Chair: She recommends approval of the reorganization so the Chair's time and efforts may be more appropriately allocated to overseeing and improving faculty efforts in scholarship, instruction, and service; supervising and improving the faculty instruction; balancing instructional workload; and overseeing departmental budget and expenditures., and recommending academic appointments, rather than focusing on the administrative and secretarial support services that may be provided by the Secretary.

- F. Outline the benefits that will be achieved by the reorganization, including efficiencies and service improvements. Explain whether the supervisor/subordinate reporting relationships are properly identified and how the reorganization will minimize confusion over authority, roles, and responsibilities.

Workflow will be more streamlined and operational efficiencies achieved with a Secretary II position reporting directly to the Chair. It would negatively impact the Department if there is no Secretary II position to oversee the work from the department as well as outgoing work to various campus departments, administrative processing will be at a standstill.

In addition, the Secretary I (also known as the Graduate Secretary) currently reports to the Associate Chair, but has also been assisting the Chair. If the Secretary would like to request vacation time off, that request has to be cleared by both the Chair and Associate Chair. This can result in confusion and/or duplication of communication and responses. This reorganizational proposal aims to promote operational efficiencies by decreasing instances of miscommunication and/or duplication of effort.

III. IMPACT ON RESOURCES AND THE UNIVERSITY

Provide a detailed description of the resource requirements and the programmatic impacts of the reorganization on the University.

A. Impact on budget resources:

1. Provide a realistic assessment of the estimated annual and future cost or savings of the reorganization taking into account such factors as proposed position re-descriptions and reallocations. Explain how the annual and future costs or savings were derived and, if applicable, reasons the reorganization justifies the estimated costs.

The proposed reorganization is cost neutral, as it does not require additional funds or space. Current budget allocations will be used to cover the additional costs to re-describe the Secretary I to a Secretary II.

2. Are additional funds needed? If so, how will the cost of the reorg be funded?

We will not ask for additional funding. We will be using funds allocated to the College.

B. Impact on operational resources:

1. What is the overall impact on faculty and staffing responsibilities, if any? Explain reasons for the anticipated changes/relocation/reassignment/etc.

From Current Chair: "Having the Secretary I position granted permanently would maintain that position in the future should there be a retirement or other change of staff. Also, it preserves the position of Chair in regards to authority for fiscal and other decisions made by the Secretary."

From Current Associate Chair: "Assuming that the Secretary II would continue to provide the same level of administrative support for the Graduate Program and Associate Chair, but would be reporting directly to the DC, then I think that I, as Associate Chair, would simply have to take more initiative in working with the Secretary II on Graduate Program issues."

2. Will additional faculty/support personnel be required? If so, what is the plan to obtain the additional faculty/staffing to successfully implement the reorganization? What is the impact of the increase?

No.

3. Will there be a reduction in faculty/staff? If so, what steps are planned or have been taken to ensure proper consultation? What is the impact of the reduction?

No.

4. Identify the positions impacted by position number, classification title, and anticipated changes.

#15261, Secretary I. The Secretary I will be reclassified and re-described to a Secretary II and report to the Chair versus the Associate Chair.

#82370, Associate Professor and Associate Chair. The Secretary I will no longer report to the Associate Chair.

#84415, Associate Professor and Chair. The Secretary II will report directly to the Chair.

5. Will there be changes to supervisory/subordinate relationships? If so, identify the impact. Will the changes streamline operations, reduce supervisory span of control, etc.?

Yes, there will be a change from the Secretary reporting to the Chair instead of the Associate Chair. This will streamline communication and the decision making process and also clarify the responsibility of the decision making process. The Secretary II may provide clerical assistance to other departmental staff as assigned. This also will permanently create opportunity for more collaboration of staff and have everyone work more effectively as a whole department.

C. Impact on space resources:

1. Will additional space outside own resources/allocations be required? If so, has the Vice Chancellor for Administration, Finance, and Operations (VCAFO) or designee been consulted? Explain outcome.

N/A.

**AUTHORIZED BJ/BT POSITIONS
IMPACTED BY THE REORG**

University of Hawai'i at Mānoa
Allocated and Authorized BJ/BT Positions Impacted by the Reorganization

Program Title: College of Arts and Humanities

Item No.	Chart No.(s)	Affected Position No.(s)	<u>Classification/Organizational/Functional Change</u> Identify whether position is vacant (V) or filled (F)		Basis for Change/ Impact on Position
			From:	To:	
1	Chart II-C	15261	Secretary I, SR-12, #15261 (F) Org Code MAHIST Associate Chair	Org Code MAHIST Chair	Change in Supervisor
2	Chart II-C	15261	Secretary I, SR-12, #15261 (F)	Secretary II, SR-14, #15261	Redescribe position

Judy Simpson

956-4048

Administrator's Signature, Name and Title

Date

Telephone Number

HR Review

OFA Review




Administrative review completed by OVCATO staff (Manoa HR, Budget, OFA)
 in accordance with Manoa guidelines.
 Sheila Kanaoka 8/28/18

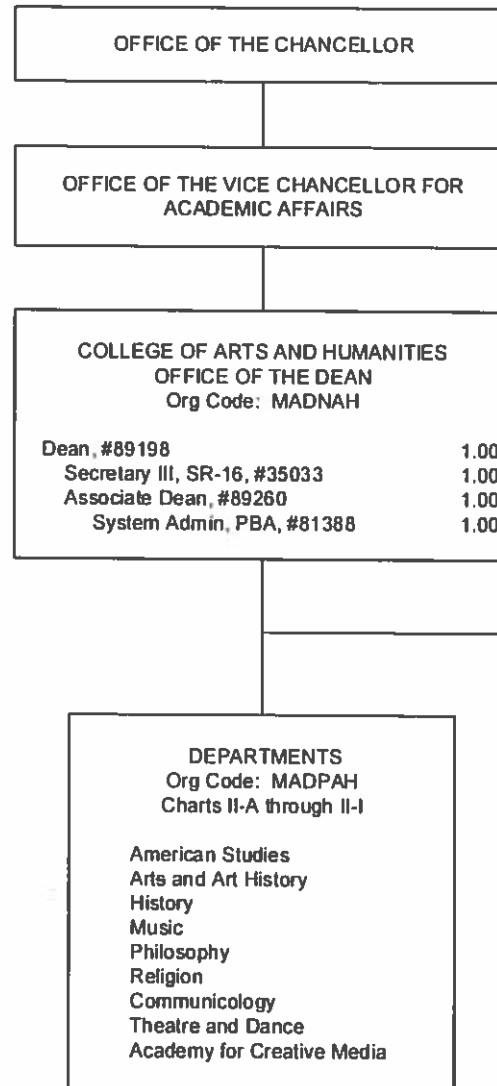
CURRENT ORGANIZATIONAL CHARTS AND FUNCTIONAL STATEMENTS

<< return to
2017 Annual Organization Charts

CHART UPDATED

JUL - 1 2017

University of Hawaii
at Manoa



STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
Organization Chart
Chart I

DEPARTMENT TOTAL: PERM TEMP
General Funds: 197.25 3.00

ADMINISTRATIVE SERVICES Org Code: MAASAH	
Admin Svcs Manager, PBC, #80828	1.00
Admin Officer, PBB #78625, #81228	2.00
Admin Officer, PBA, #77715	1.00
HR Spec, PBB, #78313	1.00
HR Spec, PBA, #79811	1.00
Admin & Fiscal Supp Spec, PBA, #81911	1.00

CHART TOTAL: PERM TEMP
General Funds: 11.00 --

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

OFFICE OF THE DEAN – Org Code: MADNAH

The Office of the Dean of the College of Arts and Humanities directs and coordinates the activities, curricular, personnel and budget affairs of the College and its ancillary support components including budget management, program management, staff supervision, community relations, grievance and litigation, and travel.

The role of the college is to implement the mission statement of the university, which is:

- to provide all qualified people in Hawai'i an equal opportunity for high quality university education
- to create knowledge and gain insights through research and scholarship
- to preserve and contribute to the artistic and cultural heritage of the community
- to provide other public service through the dissemination of current and new ideas and techniques.

The college serves two broad constituencies: (1) students seeking general education subjects within and beyond the arts and sciences "Core" and (2) undergraduate and graduate majors within our departments and in the Honors and Interdisciplinary Studies programs.

In concert with the role the college plays in implementing and enhancing state and university plans and in helping departments, faculty, staff, and students reach their goals, our mission is:

- to support the university's special interest in Asia and the Pacific
- to reaffirm the centrality of the arts and humanities in higher education
- to help students adapt to rapid cultural and technological change
- to reassert the value of personal involvement in and responsibility to society
- to prepare students for meaningful positions in the economy of Hawai'i, the nation, and the Pacific.

Because of the university's geographical position, the college and its departments are unusually conscious of the importance of the Pacific Basin nations and Asia, and many course offerings in proportion of the teaching and research in these areas has been done by faculty and students in our college. The college maintains a close relationship with the School of Pacific and Asian Studies (SPAS), because so many of our faculty are involved in SPAS activities.

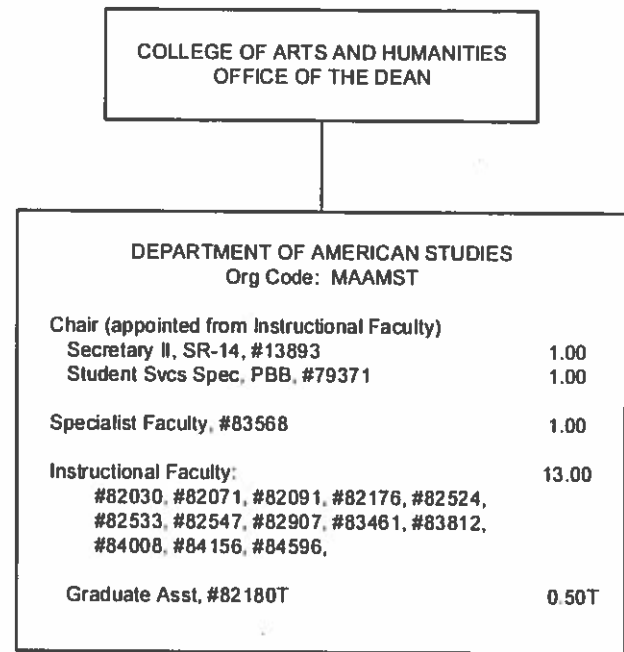
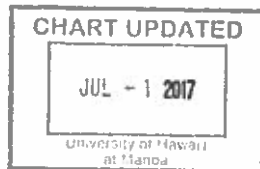
DEPARTMENTS – Org Code: MADPAH

The College of Arts and Humanities consists of the following instructional departments:

American Studies – Org Code: MAAMST
Art and Art History – Org Code: MAARTH
History – Org Code: MAHIST
Music – Org Code: MAMUS
Philosophy – Org Code: MAPHIL
Religion – Org Code: MAREL
Communicology – Org Code: MASP
Theatre and Dance – Org Code: MATD
Academy for Creative Media – Org Code: MAACM

ADMINISTRATIVE SERVICES – Org Code: MAASAH

The unit provides fiscal, personnel, and administrative support to departments under the College of Arts and Humanities.



STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF AMERICAN STUDIES
Organization Chart
Chart II-A

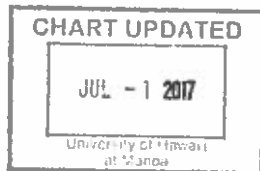
CHART TOTAL:	PERM	TEMP
General Funds:	16.00	0.50

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF AMERICAN STUDIES

FUNCTIONAL STATEMENT

DEPARTMENT OF AMERICAN STUDIES – Org Code: MAAMST

Provide students with a strong foundation in critical thinking, independent research, and quality writing through an interdisciplinary analysis of American society, history, culture, and politics. With its unique emphasis on politics, race relations, cultural studies, and U.S. engagement with the larger Asia-Pacific region, UHM's American Studies Department encourages students to examine the dynamic and diverse cultures of the United States in a global context. Major Academic Areas: American art, architecture, history, literature, religion, gender, race, cultural studies, performance studies, global studies, historic preservation, and museum studies.



COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF ART AND ART HISTORY		
Org Code: MAARTH		
Chair (appointed from Instructional Faculty)		
Admin & Fiscal Supp Spec, PBA, #77525	1.00	
Office Asst III, SR-08, #14366	1.00	
Account Clerk II, SR-08, #47617	1.00	
Educational Spec, PBB:	5.00	
#80499, #80523, #80667, #80726, #81319		
Machinist, PBB, #81041		
	1.00	
Associate Chair (appointed from Instructional Faculty)		
Specialist Faculty, #83222	1.00	
Instructional Faculty:		
	19.00	
#82067, #82142, #82187, #82275, #82445,		
#82501, #82583, #82584, #82886, #82995,		
#83230, #83315, #83323, #83588, #83752,		
#83956, #84050, #84232, #84464		
Graduate Asst:		
	3.00	
#82514, #82601, #88120, #88152, #88242,	0.50T	
#88456, #82136T		

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF ART AND ART HISTORY
Organization Chart
Chart II-B

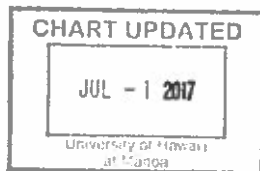
CHART TOTAL:	PERM	TEMP
General Funds:	32.00	0.50

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF ART AND ART HISTORY

FUNCTIONAL STATEMENT

DEPARTMENT OF ART AND ART HISTORY – Org Code: MAARTH

The department is a comprehensive and diverse center for the study of visual art and art history, and the only master's degree granting program in the visual arts in the region. Comprised of nine distinct but interrelated media programs as well as an art history program that specializes in the art of Asia and Hawai'i/Pacific, the department combines seasoned faculty expertise with state-of-the-art facilities. Major Academic Areas: art history, ceramics, drawing/painting, electronic art, fiber, glass, graphic design, photography, printmaking, and sculpture.



COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF HISTORY Org Code: MAHIST	
Chair (appointed from Instructional Faculty) Student Svcs Spec, PBA, #78140	1.00
Associate Chair (appointed from Instructional Faculty) Secretary I, SR-12, #15261	1.00
Director of World Civilizations Program (appointed from Instructional Faculty)	
Instructional Faculty: #82025, #82044, #82147, #82164, #82191, #82370, #82428, #82475, #82612, #82655, #83010, #83318, #83322, #83415, #83576, #83676, #83754, #83989, #84155, #84161, #84241, #84333, #84415, #84432, #84461, #84524, #84794, #84839, #85448	29.00
Graduate Asst: #88030, #88323, #88329, #88342, #88547	2.50

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF HISTORY
Organization Chart
Chart II-C

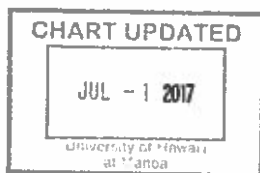
CHART TOTAL:	PERM	TEMP
General Funds:	33.50	--

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF HISTORY

FUNCTIONAL STATEMENT

DEPARTMENT OF HISTORY – Org Code: MAHIST

History traverses many cultures and eras, and offers fascinating insights into the past. The Department of History at the University of Hawai'i helps students to develop skills in evaluating evidence, organizing information, clarifying concepts, and writing narratives. The faculty are active researchers in the fields of Asian, Pacific, Hawaiian, American, European and World history. Major Academic Areas: Asian, Pacific, Hawaiian, American, European and World history.



COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF MUSIC	
Org Code: MAMUS	
Chair (appointed from Instructional Faculty)	
Secretary II, SR-14, #11959	1.00
Educational Spec, PBB:	1.50
#80381, #80866 (0.50)	
Admin & Fiscal Support Spec, PBA, #81033	1.00
Educational Spec, PBA, #81965	1.00
Associate Chair (appointed from Instructional Faculty)	
Instructional Faculty:	20.00
#82213, #82401, #82438, #82592, #82739,	
#82752, #82818, #82836, #82948, #83048,	
#83284, #83361, #83454, #83686, #84061,	
#84387, #84406, #84442, #84635, #85088	
Graduate Asst:	3.00
#88019, #88136, #88237, #88265, #88283,	
#88603	

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF MUSIC
Organization Chart
Chart II-D

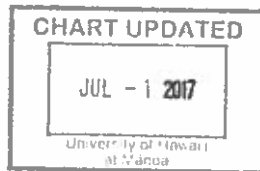
CHART TOTAL:	PERM	TEMP
General Funds:	27.50	--

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF MUSIC

FUNCTIONAL STATEMENT

DEPARTMENT OF MUSIC – Org Code: MAMUS

A fully accredited member of the National Association of Schools of Music (NASM) featuring a faculty consisting of acclaimed performers, respected and noted composers, scholarly historians, innovative educators and a world-class ethnomusicology program. The department offers a blend of academic and practical instruction in Western music traditions and in the music of the Pacific region. Students are supported through a varied array of beginning to advanced non-Western ensembles as well as high quality Western music performance groups. Major Academic Areas: composition, piano, voice, instrumental, ethnomusicology, music education and musicology.



COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF PHILOSOPHY		
Org Code: MAPHIL		
Chair (appointed from Instructional Faculty)		
Admin & Fiscal Supp Spec, PBA, #77431	1.00	
Office Asst III, SR-08, #15263	1.00	
Editor, PBA, #79339	0.75	
Specialist Type Faculty, #82014	1.00	
Instructional Faculty:	10.00	
#82156, #82325, #82350, #82474, #82558, #82877, #83165, #83316, #83554, #84419		
Graduate Asst:	2.50	
#88184, #88213, #88388, #88487, #88507, #82132T	0.50T	

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF PHILOSOPHY
Organization Chart
Chart II-E

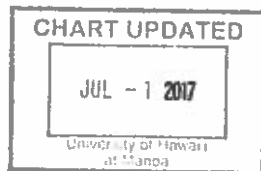
CHART TOTAL:	PERM	TEMP
General Funds:	16.25	0.50

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF PHILOSOPHY

FUNCTIONAL STATEMENT

DEPARTMENT OF PHILOSOPHY – Org Code: MAPHIL

Since its founding in 1936, the mission of the Department of Philosophy has been to sustain programs that foster East-West comparative philosophy while offering a solid foundation in Western philosophy. We endeavor to teach, to consolidate and to extend, not only Western approaches to philosophy, but also the work of Asian philosophers and, finally, approaches to philosophical issues that draw upon the diversity and the intermingling of traditions. Major Academic Areas: Western philosophy, Asian philosophy (Chinese, Japanese, Indian, South Asian Buddhist, Islamic), comparative philosophy, ethical theory, epistemology and philosophy of science, aesthetics, metaphysics, the history of philosophy, logic & reasoning, social & political philosophy, philosophy of law, and practical ethics.



COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF RELIGION		
Org Code: MAREL		
Chair (appointed from Instructional Faculty)		
Secretary II, SR-14, #15012	1.00	
Instructional Faculty:	6.00	
#82065, #82203, #82205, #82340, #84056, #84089		
Graduate Asst:	3.50	
#82189, #82590, #88026, #88084, #88093, #88282, #88556, #82123T	0.50T	

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF RELIGION
Organization Chart
Chart II-F

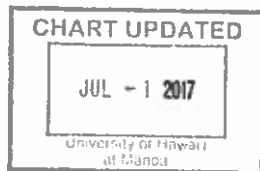
CHART TOTAL:	PERM	TEMP
General Funds:	10.50	0.50

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF RELIGION

FUNCTIONAL STATEMENT

DEPARTMENT OF RELIGION – Org Code: MAREL

The department provides students the opportunity to learn about the histories, beliefs, discourses, and practices of the world's religions. The multi-cultural and multi-religious ethos of Hawaii allows students ready access to a diverse spectrum of the religious traditions that exist and are practiced here. At the undergraduate level, students are encouraged to gain a basic understanding of the concept of religion and to explore a broad spectrum of the world's religions. The graduate program focuses primarily on the religions of Asia and the Pacific and is designed to prepare students for study at the doctorate level as well as teaching of religion. Major Academic Areas: Multi-disciplinary studies of religions in Asia and the Pacific: comparative religion, history of religion, theory and philosophy of religion, textual studies of religion, ritual studies, visual religion, regional studies of religion (India, China, Japan, and Polynesia).



COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF COMMUNICOLOGY		
Org Code: MASP		
Chair (appointed from instructional faculty)		
Secretary II, SR-14, #6732		1.00
Office Asst III, SR-08, #35122		1.00
Instructional Faculty:		
#82158, #82237, #82375, #82437, #82596, #83777, #82504, #84579, #84859		9.00
Graduate Asst:		
#82525, #82526, #82604, #82119T		1.50 0.50T

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF COMMUNICOLOGY
Organization Chart
Chart II-G

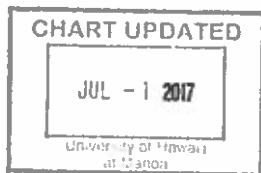
CHART TOTAL:	PERM	TEMP
General Funds:	12.50	0.50

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF COMMUNICOLOGY

FUNCTIONAL STATEMENT

DEPARTMENT OF COMMUNICOLOGY – Org Code: MASP

The Communicology program focuses on research and education in communication processes and functions, strengthened and enriched by the cultural diversity of Hawai'i. Our students obtain a liberal education of considerable breadth and depth in regard to communication theory and research, and are afforded ample opportunity to develop their communicative knowledge and skills by applying theory in diverse settings. Major Academic Areas: human message processing, relational communication, social influence, and intercultural communication.



COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF THEATRE AND DANCE Org Code: MATD	
Chair (appointed from Instructional Faculty)	
Secretary II, SR-14, #13647	1.00
Theater/Stage Manager, PBB, #80119	1.00
Theater Technician, PBB: #78466, #80700, #81269	3.00
Director of Dance Program (appointed from Instructional Faculty)	
Admin & Fiscal Supp Spec, PBA, #77076	1.00
Instructional Faculty:	17.00
#82110, #82161, #82227, #82234, #82260, #82302, #82640, #83250, #83252, #83337, #83436, #83439, #83591, #84095, #84434, #84574, #84678	
Graduate Asst:	6.00
#82419, #82549, #82568, #88000, #88051, #88052, #88053, #88127, #88207, #88211, #88246, #88324, #82117T	0.50T

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF THEATRE AND DANCE
Organization Chart
Chart II-H

CHART TOTAL:	PERM	TEMP
General Funds:	29.00	0.50

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF THEATRE AND DANCE

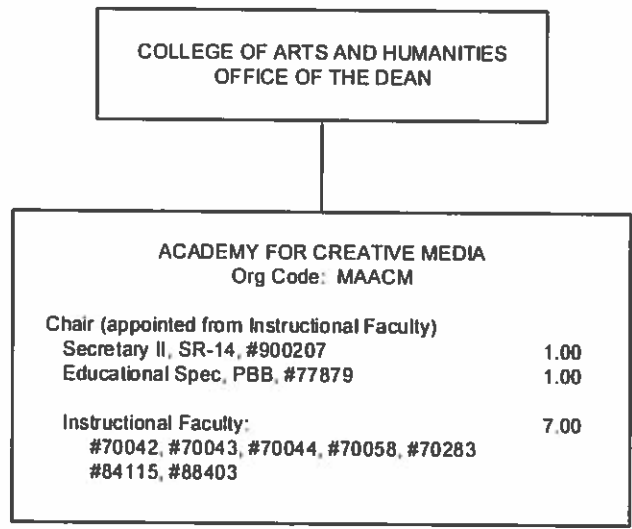
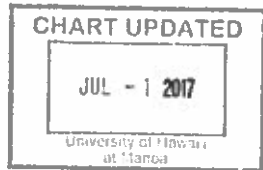
FUNCTIONAL STATEMENT

DEPARTMENT OF THEATRE AND DANCE – Org Code: MATD

The Department of Theatre and Dance offers a wider range of cultural performances and artistic studies than any other university in the world. The performing arts are a mirror with which to reflect society; we train our students to gain insight and compassion through the study of wide array of cultural offers, with Asian, Western and Hawaiian performance sharing our classrooms and stages. Especially important are those connections between classroom and stage, between studying forms of theatre and dance and then experiencing those forms in performance; we facilitate in-depth connections throughout the world as performers, educators, administrators and researchers.

Major Academic Areas: Theatre—Asian, Hawaiian and Western (Acting, Directing, History, Theory), Playwriting, Design, TYA (Theatre for Young Audiences), Performance Studies.

Dance—history, anatomy, notation, movement analysis, and pedagogy; performance of modern, ballet and Asian and Pacific dance forms; choreography; dance education; culture and performance studies.



STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
ACADEMY FOR CREATIVE MEDIA
Organization Chart
Chart II-I

CHART TOTAL:	PERM	TEMP
General Funds	9.00	--

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
ACADEMY FOR CREATIVE MEDIA

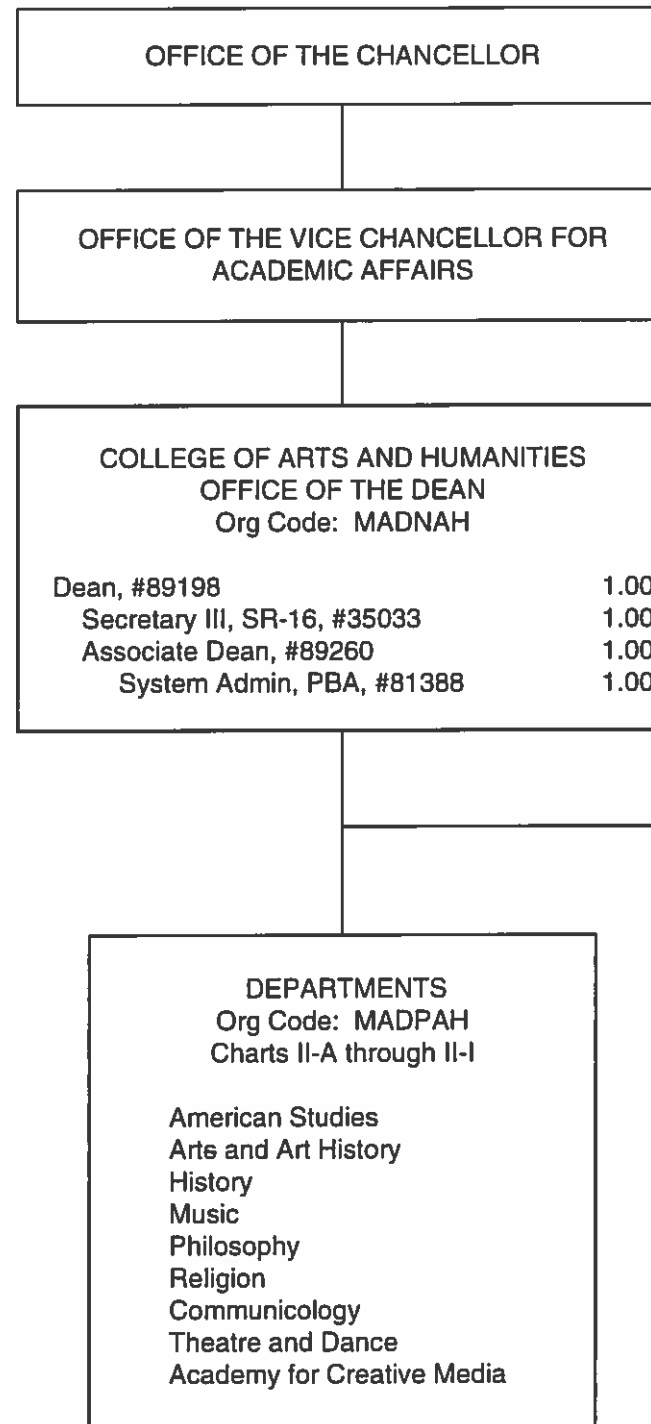
FUNCTIONAL STATEMENT

ACADEMY FOR CREATIVE MEDIA – Org Code: MAACM

The academy emphasizes narrative, or story-telling, theories, skills and application across multiple platforms of digital media and within a context of cultural and aesthetic values. More than just a “film school,” ACM seeks to empower students to tell their own stories of Hawaii, the Pacific and Asia rather than have those stories told for them through a different cultural lens that is distant and often distorted. Major Academic Areas: digital cinema, animation, and critical studies.

**PROPOSED ORGANIZATIONAL CHARTS
AND FUNCTIONAL STATEMENTS**

NO CHANGE



STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
Organization Chart
Chart I

DEPARTMENT TOTAL:	PERM	TEMP
General Funds:	197.25	3.00

ADMINISTRATIVE SERVICES	
Org Code: MAASAH	
Admin Svcs Manager, PBC, #80828	1.00
Admin Officer, PBB	
#78625, #81228	2.00
Admin Officer, PBA, #77715	1.00
HR Spec, PBB, #78313	1.00
HR Spec, PBA, #79811	1.00
Admin & Fiscal Supp Spec, PBA, #81911	1.00

CHART TOTAL:	PERM	TEMP
General Funds:	11.00	--

NO CHANGE

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF AMERICAN STUDIES
Organization Chart
Chart II-A

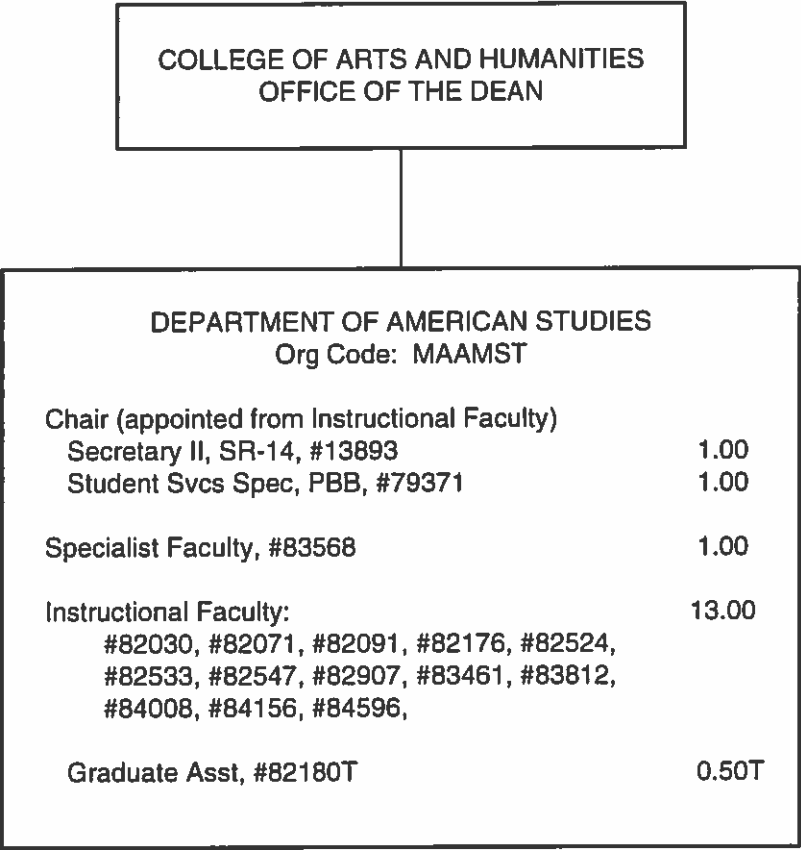
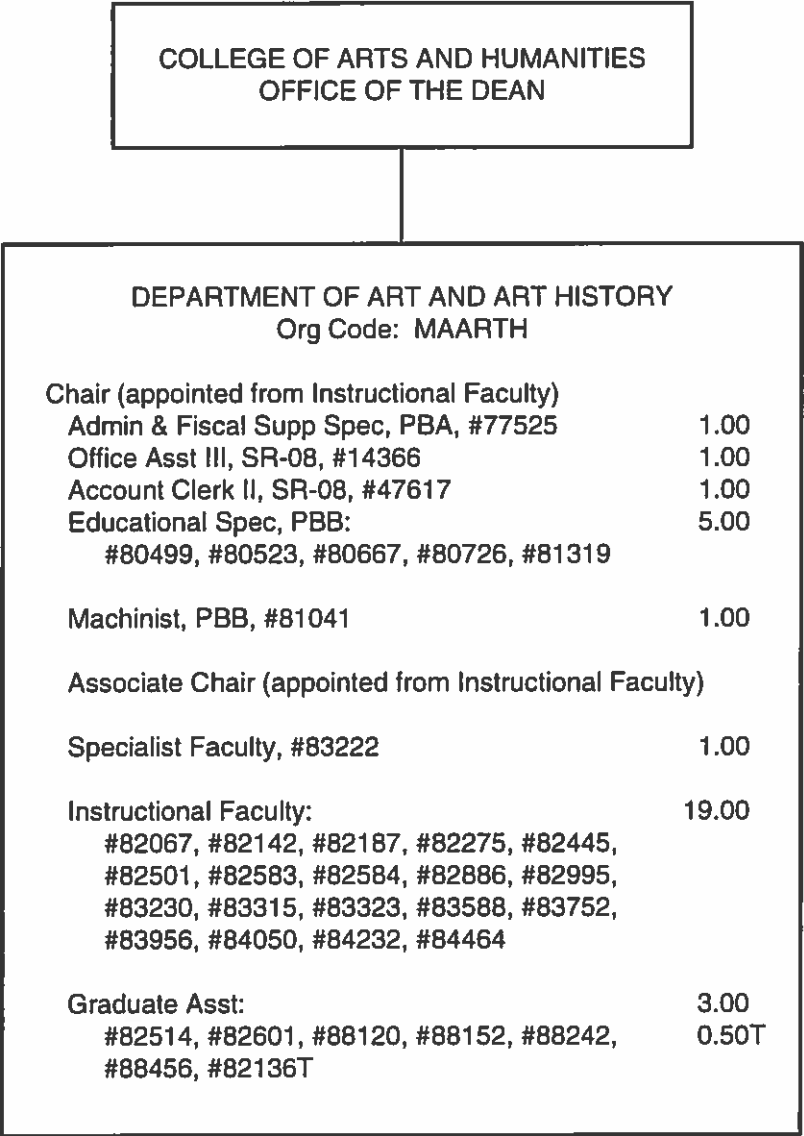


CHART TOTAL:	PERM	TEMP
General Funds:	16.00	0.50


NO CHANGE



STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF ART AND ART HISTORY
Organization Chart
Chart II-B

CHART TOTAL:	PERM	TEMP
General Funds:	32.00	0.50

PROPOSED

APPROVED:

David Lassner
Interim Chancellor

AUG 30 2018
Date

COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT MANOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF HISTORY
Organization Chart
Chart II-C

DEPARTMENT OF HISTORY Org Code: MAHIST	
Chair (appointed from Instructional Faculty)	
Secretary I, SR-12, #15261*	1.00
Student Svcs Spec, PBA, #78140	1.00
Associate Chair (appointed from Instructional Faculty)	
Director of World Civilizations Program (appointed from Instructional Faculty)	
Instructional Faculty:	29.00
#82025, #82044, #82147, #82164, #82191, #82370, #82428, #82475, #82612, #82655, #83010, #83318, #83322, #83415, #83576, #83676, #83754, #83989, #84155, #84161, #84241, #84333, #84415, #84432, #84461, #84524, #84794, #84839, #85448	
Graduate Asst:	2.50
#88030, #88323, #88329, #88342, #88547	

*To be redescribed

CHART TOTAL:	PERM	TEMP
General Funds:	33.50	--

NO CHANGE

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF MUSIC
Organization Chart
Chart II-D

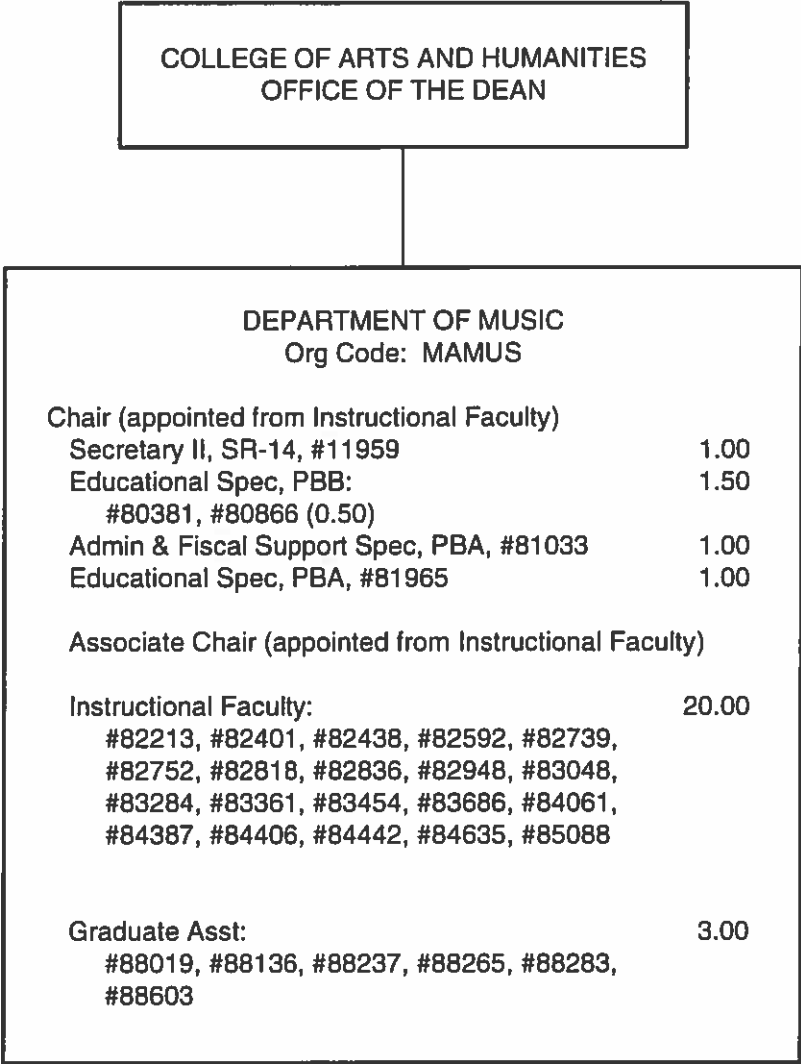


CHART TOTAL:	PERM	TEMP
General Funds:	27.50	--

NO CHANGE

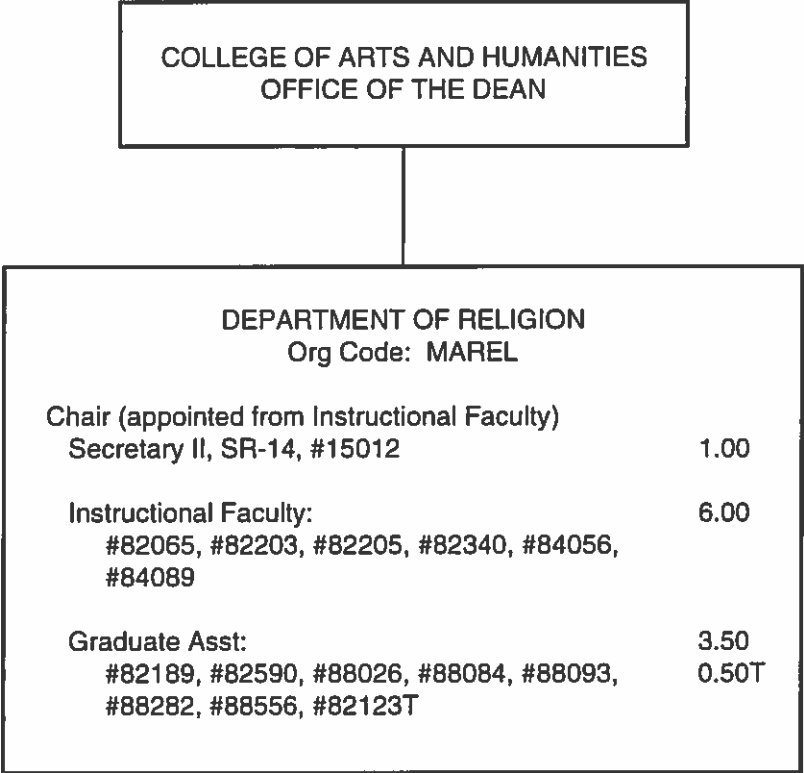
COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF PHILOSOPHY	
Org Code: MAPHIL	
Chair (appointed from Instructional Faculty)	
Admin & Fiscal Supp Spec, PBA, #77431	1.00
Office Asst III, SR-08, #15263	1.00
Editor, PBA, #79339	0.75
Specialist Type Faculty, #82014	
	1.00
Instructional Faculty:	
#82156, #82325, #82350, #82474, #82558,	10.00
#82877, #83165, #83316, #83554, #84419	
Graduate Asst:	
#88184, #88213, #88388, #88487, #88507,	2.50
#82132T	0.50T

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF PHILOSOPHY
Organization Chart
Chart II-E

CHART TOTAL:	PERM	TEMP
General Funds:	16.25	0.50

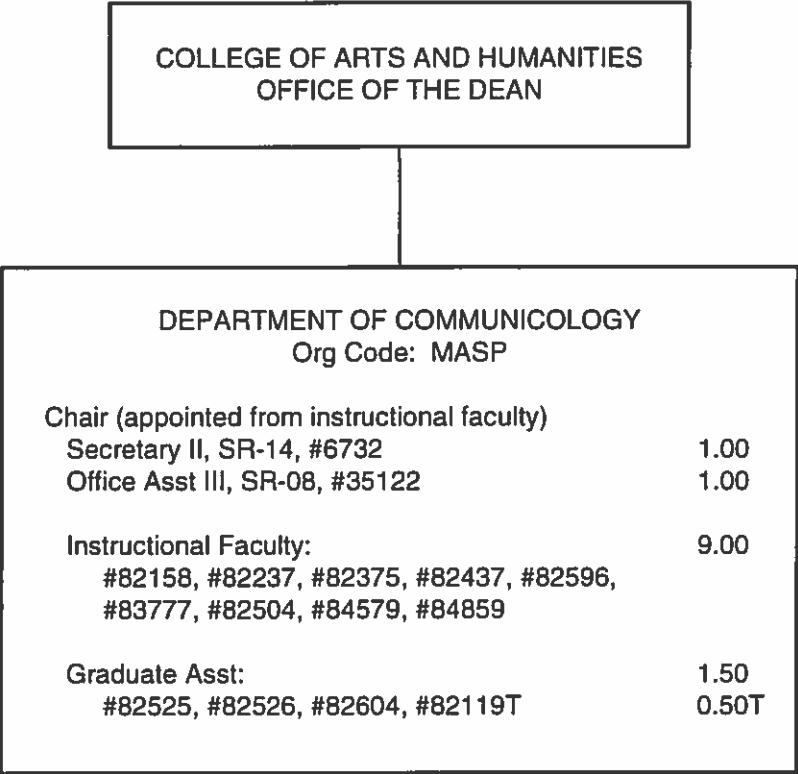
NO CHANGE



STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF RELIGION
Organization Chart
Chart II-F

CHART TOTAL:	PERM	TEMP
General Funds:	10.50	0.50

NO CHANGE



STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF COMMUNICOLOGY
Organization Chart
Chart II-G

CHART TOTAL:	PERM	TEMP
General Funds:	12.50	0.50

NO CHANGE

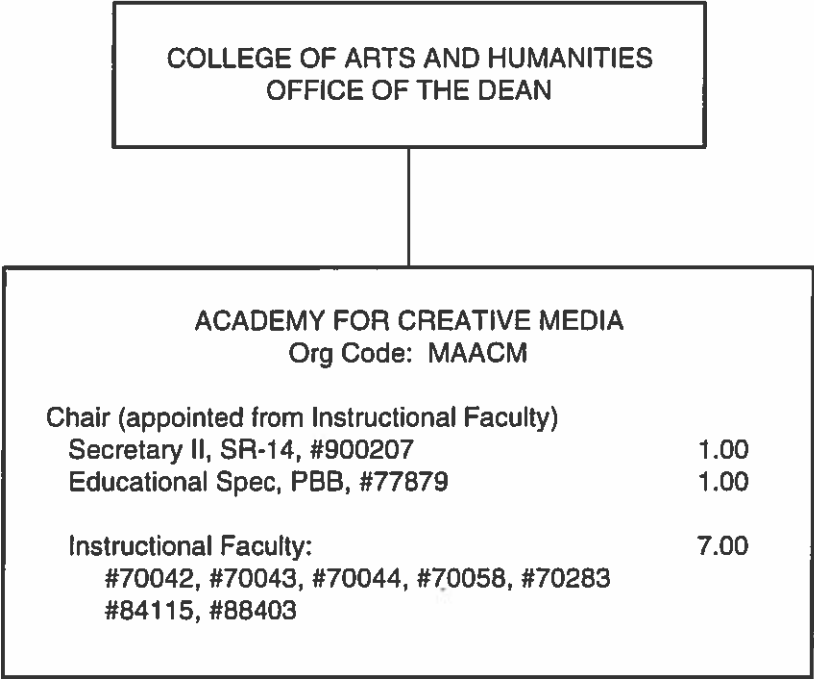
COLLEGE OF ARTS AND HUMANITIES
OFFICE OF THE DEAN

DEPARTMENT OF THEATRE AND DANCE	
Org Code: MATD	
Chair (appointed from Instructional Faculty)	
Secretary II, SR-14, #13647	1.00
Theater/Stage Manager, PBB, #80119	1.00
Theater Technician, PBB: #78466, #80700, #81269	3.00
Director of Dance Program (appointed from Instructional Faculty)	
Admin & Fiscal Supp Spec, PBA, #77076	1.00
Instructional Faculty:	17.00
#82110, #82161, #82227, #82234, #82260, #82302, #82640, #83250, #83252, #83337, #83436, #83439, #83591, #84095, #84434, #84574, #84678	
Graduate Asst:	
#82419, #82549, #82568, #88000, #88051, #88052, #88053, #88127, #88207, #88211, #88246, #88324, #82117T	6.00 0.50T

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
DEPARTMENT OF THEATRE AND DANCE
Organization Chart
Chart II-H

CHART TOTAL:	PERM	TEMP
General Funds:	29.00	0.50

NO CHANGE



STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES
ACADEMY FOR CREATIVE MEDIA
Organization Chart
Chart II-I

CHART TOTAL:	PERM	TEMP
General Funds:	9.00	--

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

OFFICE OF THE DEAN – Org Code: MADNAH

The Office of the Dean of the College of Arts and Humanities directs and coordinates the activities, curricular, personnel and budget affairs of the College and its ancillary support components including budget management, program management, staff supervision, community relations, grievance and litigation, and travel.

The role of the college is to implement the mission statement of the university, which is:

- to provide all qualified people in Hawai'i an equal opportunity for high quality university education
- to create knowledge and gain insights through research and scholarship
- to preserve and contribute to the artistic and cultural heritage of the community
- to provide other public service through the dissemination of current and new ideas and techniques.

The college serves two broad constituencies: (1) students seeking general education subjects within and beyond the arts and sciences "Core" and (2) undergraduate and graduate majors within our departments and in the Honors and Interdisciplinary Studies programs.

In concert with the role the college plays in implementing and enhancing state and university plans and in helping departments, faculty, staff, and students reach their goals, our mission is:

- to support the university's special interest in Asia and the Pacific
- to reaffirm the centrality of the arts and humanities in higher education
- to help students adapt to rapid cultural and technological change
- to reassert the value of personal involvement in and responsibility to society
- to prepare students for meaningful positions in the economy of Hawai'i, the nation, and the Pacific.

Because of the university's geographical position, the college and its departments are unusually conscious of the importance of the Pacific Basin nations and Asia, and many course offerings in proportion of the teaching and research in these areas has been done by faculty and students in our college. The college maintains a close relationship with the School of Pacific and Asian Studies (SPAS), because so many of our faculty are involved in SPAS activities.

DEPARTMENTS – Org Code: MADPAH

The College of Arts and Humanities consists of the following instructional departments:

American Studies – Org Code: MAAMST
Art and Art History – Org Code: MAARTH
History – Org Code: MAHIST
Music – Org Code: MAMUS
Philosophy – Org Code: MAPHIL
Religion – Org Code: MAREL
Communicology – Org Code: MASP
Theatre and Dance – Org Code: MATD
Academy for Creative Media – Org Code: MAACM

ADMINISTRATIVE SERVICES – Org Code: MAASAH

The unit provides fiscal, personnel, and administrative support to departments under the College of Arts and Humanities.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF AMERICAN STUDIES – Org Code: MAAMST

Provide students with a strong foundation in critical thinking, independent research, and quality writing through an interdisciplinary analysis of American society, history, culture, and politics. With its unique emphasis on politics, race relations, cultural studies, and U.S. engagement with the larger Asia-Pacific region, UHM's American Studies Department encourages students to examine the dynamic and diverse cultures of the United States in a global context. Major Academic Areas: American art, architecture, history, literature, religion, gender, race, cultural studies, performance studies, global studies, historic preservation, and museum studies.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF ART AND ART HISTORY – Org Code: MAARTH

The department is a comprehensive and diverse center for the study of visual art and art history, and the only master's degree granting program in the visual arts in the region. Comprised of nine distinct but interrelated media programs as well as an art history program that specializes in the art of Asia and Hawai'i/Pacific, the department combines seasoned faculty expertise with state-of-the-art facilities. Major Academic Areas: art history, ceramics, drawing/painting, electronic art, fiber, glass, graphic design, photography, printmaking, and sculpture.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF HISTORY – Org Code: MAHIST

History traverses many cultures and eras, and offers fascinating insights into the past. The Department of History at the University of Hawai'i helps students to develop skills in evaluating evidence, organizing information, clarifying concepts, and writing narratives. The faculty are active researchers in the fields of Asian, Pacific, Hawaiian, American, European and World history. Major Academic Areas: Asian, Pacific, Hawaiian, American, European and World history.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF MUSIC – Org Code: MAMUS

A fully accredited member of the National Association of Schools of Music (NASM) featuring a faculty consisting of acclaimed performers, respected and noted composers, scholarly historians, innovative educators and a world-class ethnomusicology program. The department offers a blend of academic and practical instruction in Western music traditions and in the music of the Pacific region. Students are supported through a varied array of beginning to advanced non-Western ensembles as well as high quality Western music performance groups. Major Academic Areas: composition, piano, voice, instrumental, ethnomusicology, music education and musicology.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF PHILOSOPHY – Org Code: MAPHIL

Since its founding in 1936, the mission of the Department of Philosophy has been to sustain programs that foster East-West comparative philosophy while offering a solid foundation in Western philosophy. We endeavor to teach, to consolidate and to extend, not only Western approaches to philosophy, but also the work of Asian philosophers and, finally, approaches to philosophical issues that draw upon the diversity and the intermingling of traditions. Major Academic Areas: Western philosophy, Asian philosophy (Chinese, Japanese, Indian, South Asian Buddhist, Islamic), comparative philosophy, ethical theory, epistemology and philosophy of science, aesthetics, metaphysics, the history of philosophy, logic & reasoning, social & political philosophy, philosophy of law, and practical ethics.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF RELIGION – Org Code: MAREL

The department provides students the opportunity to learn about the histories, beliefs, discourses, and practices of the world's religions. The multi-cultural and multi-religious ethos of Hawaii allows students ready access to a diverse spectrum of the religious traditions that exist and are practiced here. At the undergraduate level, students are encouraged to gain a basic understanding of the concept of religion and to explore a broad spectrum of the world's religions. The graduate program focuses primarily on the religions of Asia and the Pacific and is designed to prepare students for study at the doctorate level as well as teaching of religion. Major Academic Areas: Multi-disciplinary studies of religions in Asia and the Pacific: comparative religion, history of religion, theory and philosophy of religion, textual studies of religion, ritual studies, visual religion, regional studies of religion (India, China, Japan, and Polynesia).

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF COMMUNICOLOGY – Org Code: MASP

The Communicology program focuses on research and education in communication processes and functions, strengthened and enriched by the cultural diversity of Hawai'i. Our students obtain a liberal education of considerable breadth and depth in regard to communication theory and research, and are afforded ample opportunity to develop their communicative knowledge and skills by applying theory in diverse settings. Major Academic Areas: human message processing, relational communication, social influence, and intercultural communication.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

DEPARTMENT OF THEATRE AND DANCE – Org Code: MATD

The Department of Theatre and Dance offers a wider range of cultural performances and artistic studies than any other university in the world. The performing arts are a mirror with which to reflect society; we train our students to gain insight and compassion through the study of wide array of cultural offers, with Asian, Western and Hawaiian performance sharing our classrooms and stages. Especially important are those connections between classroom and stage, between studying forms of theatre and dance and then experiencing those forms in performance; we facilitate in-depth connections throughout the world as performers, educators, administrators and researchers.

Major Academic Areas: Theatre—Asian, Hawaiian and Western (Acting, Directing, History, Theory), Playwriting, Design, TYA (Theatre for Young Audiences), Performance Studies.

Dance—history, anatomy, notation, movement analysis, and pedagogy; performance of modern, ballet and Asian and Pacific dance forms; choreography; dance education; culture and performance studies.

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I AT MĀNOA
COLLEGES OF ARTS AND SCIENCES
COLLEGE OF ARTS AND HUMANITIES

FUNCTIONAL STATEMENT

ACADEMY FOR CREATIVE MEDIA – Org Code: MAACM

The academy emphasizes narrative, or story-telling, theories, skills and application across multiple platforms of digital media and within a context of cultural and aesthetic values. More than just a “film school,” ACM seeks to empower students to tell their own stories of Hawaii, the Pacific and Asia rather than have those stories told for them through a different cultural lens that is distant and often distorted. Major Academic Areas: digital cinema, animation, and critical studies.



888 Mililani Street, Suite 401
Honolulu, Hawaii 96813-2991

Telephone 808.543 0000

www.hgea.org

August 9, 2018

Mr. Peter Arnade, Dean
College of Arts and Humanities
University of Hawai'i at Mānoa
2500 Campus Road, Hawaii Hall Room 302
Honolulu, HI 96822

RE: Proposed Reorganization of the College of Arts and Humanities

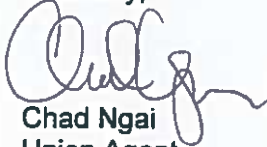
Dear Mr. Arnade,

This letter is in response to your letter dated June 7, 2018 regarding a proposed reorganization of the College of Arts and Humanities, Department of History.

We have reviewed the proposal and solicited comments. The HGEA does not have any questions or concerns regarding the reorganization at this time. However, we will reserve the right to bring concerns should questions arise.

Thank you for allowing us additional time to respond and for the opportunity to provide input.

Sincerely,



Chad Ngai
Union Agent



June 21, 2018

Peter Arnade, Ph.D.
Dean, College of Arts and Humanities
University of Hawaii at Manoa
2500 Campus Road, Hawaii Hall 302
Honolulu, HI 96822

Dear Dr. Arnade:

This is in response to your letter dated June 7, 2018 proposing a reorganization of the College of Arts and Humanities at the University of Hawaii at Manoa. The University of Hawaii Professional Assembly has no objection to this change, whereby secretarial managerial oversight is transferred from the Associate Chair to the Department Chair.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Kristeen Hanselman".

Kristeen Hanselman
Executive Director

cc: Tammy Kuniyoshi, Director of Manoa Human Resources Office
Kimberly Hashiro, Associate Director of System Human Resources Office

UNIVERSITY OF HAWAII
PROFESSIONAL ASSEMBLY

1017 Palm Drive • Honolulu, Hawaii 96814-1928
Telephone: (808) 593-2157 • Facsimile: (808) 593-2160
Website: www.uhpa.org

Due June 30th

Office of the Dean
College of Arts and Humanities



UNIVERSITY
of HAWAII
MĀNOA

reorganizations

June 7, 2018

Kristeen Hanselman, Executive Director
University of Hawai'i Professional Assembly
1017 Palm Drive
Honolulu, Hawai'i 96814

Dear Ms. Hanselman:

The University of Hawai'i is proposing a reorganization of the College of Arts and Humanities at the University of Hawai'i at Mānoa (UHM) and is requesting your input and comments relative to the proposal as part of the formal consultation process.

As part of the University's sustainability efforts, we have loaded the proposal and documents onto the UHM website at:

http://www.manoa.hawaii.edu/ovcafo/neworg_charts/index.html

Your comments on the proposal would be appreciated by July 23, 2018. If additional time is needed, please contact me prior to the above deadline. If we do not hear from you by the above date, we will assume there are no comments on the reorganization proposal.

Should there be any questions, I can be reached at 808-956-6460 or parnade@hawaii.edu. Mahalo for your support and assistance with this reorganization proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Arnade".

Peter Arnade
Dean, College of Arts and Humanities

c: Tammy Kuniyoshi, Director of Mānoa Human Resources Office
Kimberly Hashiro, Associate Director of System Human Resources Office



UNIVERSITY
of HAWAII
MĀNOA

MĀNOA FACULTY SENATE

July 10, 2018

MEMORANDUM

TO: David Lassner, Interim Chancellor

CC: Michael Bruno, Interim Vice Chancellor for Academic Affairs
Peter Arnade, Dean of the College of Arts and Humanities

FROM: Christine Sorensen Irvine, Manoa Faculty Senate Executive Committee Chair *CS*

RE: Reorganization Proposal for College of Arts and Humanities, Department of History

On June 7, 2018, a Reorganization Proposal from the College of Arts and Humanities was forwarded to the Manoa Faculty Senate Executive Committee (SEC) for appropriate consultation and action. This request was received during the Summer when many faculty are not on duty with a requested response deadline of July 25, 2018. Reorganization proposals should be submitted during the academic year for review by the Manoa Faculty Senate.

The SEC forwarded the proposal to the Committee on Administration and Budget (CAB) whose responsibility it is to review reorganization proposals and recommend appropriate action to the Manoa Faculty Senate via the SEC. Although CAB does not regularly meet in the Summer, CAB did their due diligence and reviewed the proposal, completed the appropriate review checklist, and recommended to the Manoa Faculty Senate that they endorse the proposal.

The normal process is that, following CAB's review, a resolution is developed for review by the Senate with Senators voting to support, or not support, the proposed reorganization. However, the full Manoa Faculty Senate does not meet during the summer unless there is an emergency, and the nature of this reorganization proposal, i.e., to move the reporting line for one secretary in the History Department from the Associate Department Chair to the Department Chair, did not, in the eyes of the SEC, merit the calling of a special session. The SEC does have the authority to act on behalf of the Senate during the Summer and decided to do so in this instance. On behalf of the Senate, the SEC, at its July 9, 2018 meeting, voted unanimously to endorse the proposal to move the Secretary I reporting line to the History Department Chair rather than the Associate Department Chair.

The SEC notes that the History Department will still need to reclassify the Secretary I position to a Secretary II position once the reorganization has been approved, with the requisite difference in funding to be internally covered by existing funds within the College. Please note that the SEC and the Senate have no authority over such matters. The Department and College will need to pursue appropriate procedures through Human Resources to resolve the reclassification issue. The SEC further assumes that secretarial duties related to the Graduate Program, currently overseen by the Associate Chair, will be addressed in the revised duties for the reclassified Secretary II. How these duties will be covered should be clearly noted in the request for the reclassified position.