

## MINUTES

### BOARD OF REGENTS' MEETING

February 23, 2012

#### I. CALL TO ORDER

Chair Eric K. Martinson called the meeting to order at 9:15 a.m. on Thursday, February 23, 2012, at Windward Community College, 45-720 Kea'ahala Road, Hale Akaokoa 101, 103, Kaneohe, Hawai'i 96744.

Quorum (14): Chair Eric K. Martinson; Vice Chair Carl A. Carlson; Vice Chair James H.Q. Lee; Artemio C. Baxa; Michael A. Dahilig; Ramon S. de la Peña; Chuck Y. Gee; Dennis I. Hirota; John C. Holzman; Coralie Matayoshi; Barry Mizuno; Saedene K. Ota; Teena M. Rasmussen; and Jan Sullivan.

Excused (1): Matthew R. Williams

Others in Attendance: President M.R.C. Greenwood, Ph.D.; Vice President for Community Colleges, John Morton, Ph.D.; Vice President for Legal Affairs and University General Counsel, Darolyn Lendio, Esq.; Vice President for Student Affairs and University and Community Relations, Rockne Freitas, Ed.D.; Vice President for Budget and Finance/Chief Financial Officer, Howard Todo; Vice President for Research, James Gaines, Ph.D.; Vice President for Information Technology and Chief Information Officer, David Lassner, Ph.D.; Associate Vice President for Capital Improvements, Brian Minaai; Associate Vice President for Student Affairs, Lui Hokoana, Ed.D.; Associate Vice President for External Affairs and University Relations, Lynne Waters; UH Mānoa Chancellor, Virginia Hinshaw, Ph.D.; UH Hilo Chancellor, Donald Straney, Ph.D.; UH-West O'ahu Chancellor, Gene Awakuni, Ph.D.; Leeward Community College Chancellor, Manuel Cabral; Windward Community College Chancellor Douglas Dykstra; Executive Administrator and Secretary of the Board of Regents, Keith Amemiya, Esq., and others as noted.

#### II. APPROVAL OF MINUTES OF THE JANUARY 19, 2012 MEETING

Regent de la Peña moved and Regent Mizuno seconded the motion to approve the minutes of January 19, 2012.

Regent Hirota requested that the January 19 minutes reflect his intent on page 9 of the minutes when he spoke about fees being paid in the item regarding Capital Improvements Program and Repairs and Maintenance Project Contracts for Fiscal Year 2011-2012. He clarified that the Federal government uses a 6% guideline to gauge fees for design consultants, but not necessarily contractors. Secretary Amemiya said that the Board Office would make the correction.

Regent de la Peña moved to amend the motion to reflect the amendment as proposed by Regent Hirota, and Regent Matayoshi seconded the motion.

With a motion on the floor, the minutes of the January 19, 2012 meeting were unanimously approved, subject to the correction noted above.

### III. PUBLIC COMMENT PERIOD

Secretary Amemiya announced that one letter was submitted by the UH Hilo Student Association, which endorsed the UH Hilo Housing Rates proposal.

Secretary Amemiya then introduced UH Mānoa student Heather Schulz, who spoke in favor of the UH Mānoa proposal of the increase of the Mandatory Student UPASS Transportation Fee. Schulz spoke of the immense benefits of the UPASS, and the accessibility, efficiency, and cost-effectiveness of the program.

### IV. REPORT OF THE PRESIDENT

President M.R.C Greenwood delivered her monthly President's Report.

Fire Update: President Greenwood began with an update on the fire on the UH Mānoa lower campus. No one was injured and it looks as though UH didn't lose anything that cannot be replaced or reconstructed. She praised the efforts of the Honolulu Fire Department and UH's security staff in detecting, reporting, and containing the fire. Fifty-three employees were displaced and half of the portable building was destroyed, with the other half rendered uninhabitable. She thanked the "fire recovery working group" which meets daily, sometimes twice a day, to report on progress.

UH met payroll last Friday, is conducting key pressing business, and is on its way to being fully re-operational in fiscal and accounting.

The fire was caused by an electrical problem in the roof of the building.

Regent Gee said that he hopes that the incident will serve as a reminder to survey the other temporary, wooden buildings on campus and determine preventive measures. President Greenwood said that UH is doing that.

President Greenwood thanked Vice President John Morton, who was the acting President at the time of the fire.

Revenue Bond Sale: On February 9, the University successfully priced the revenue bonds that the Board approved in its January meeting. The interest rate was 2.15%. The bond closing was executed on Feb. 22. For the relatively small size of the issuance, UH achieved substantial savings from the refunding. Additionally, UH will save approximately \$70,000 per year on audit fees.

The results reflect the collective efforts of Executive Vice President Linda Johnsrud, Vice President Howard Todo, the Financial Management Office team lead by Paul Kobayashi, and the members of UH's bond consulting team. President Greenwood

thanked Vice Chair Carl Carlson for joining the team for their presentations to the rating agencies, which resulted in their affirmation of UH's ratings for these bonds.

Vice President Jim Gaines, Bill King of the UH Foundation, Associate Vice President Brian Minaai, and Deputy Director of the State Department of Budget and Finance, Luis Salaveria, also participated in the presentations.

Kuali Finance System (KFS) Update: Three critical issues requiring special attention were identified. The Executive Committee reviewed the issues with President Greenwood and resolutions are being implemented. The critical issues are not expected to impact the planned implementation date.

However, the lower campus fire which broke out in the Financial Management Offices (FMO) on February 12, 2012, could potentially impact the project schedule, because some of the FMO staff is also working on KFS implementation. UH is currently reviewing the impact of the FMO fire and associated issues. UH still expects that KFS will be operational by July 2012.

Kuali Coeus, branded as "myGRANT" at UH, was made mandatory on February 16, 2012 by the Office of Research Services (ORS). myGRANT is an electronic research administration system that will modernize current research administration practices at UH and reduce the paper-intensive processes for researchers and administrators at all ten UH campuses. President Greenwood congratulated Director Yaa-Yin Fong and members of the Kuali Coeus Team at ORS and ITS. All UH proposals are now routed through myGRANT for electronic workflow approval. UH now has system-to-system connectivity to some of the federal funding agencies for Grants.gov applications, one of the few universities in the nation with such capability.

As part of the KFS implementation, UH will implement the Kuali Contracts and Grants Billing module, a robust set of enhancements to the KFS Accounts Receivable module. The module will automate and support post-award research billing and letter of credit drawdown functions. UH anticipates that the Contract and Grants Billing module will go live with the initial rollout of KFS.

President Greenwood distributed a couple of articles of interest on this subject.

Palamanui Check Presentation: UH accepted a check in the amount of \$9.68 million from Palamanui Partners in Kona toward the construction of UH's first permanent campus on the west side of Hawai'i Island. This project has been in the planning stages for eight years.

President Greenwood thanked Mr. Jim Lally for his role, as the Palamanui campus would not have transpired without the mostly unknown role of Mr. Lally and his diplomacy to help resolve recession-related issues and complications. He, as much as anyone, helped all the partners work toward a good solution for all and President Greenwood wanted the Regents to know and recognize Mr. Lally's efforts.

Hunt Companies Hawai'i Division President, Steve Colon, representing Palamanui

Partners, which is a joint effort of Charles Schwab and Hunt Companies, presented a large symbolic check for \$9.86 million to Vice Chair James Lee and President Greenwood, along with Hawai'i Island Mayor, Billy Kenoi, Vice President of Student Affairs and External Relations, Rockne Freitas, and Hawai'i Community College Chancellor, Noreen Yamane.

President Greenwood also thanked the Regents from the island of Hawai'i, Carl Carlson and Barry Mizuno, and Chair Eric Martinson. Groundbreaking will occur this coming summer.

IT Center Groundbreaking: Governor Neil Abercrombie was a part of the groundbreaking ceremony for the University's first fully-designed and constructed home for UH's enterprise information and communications technology systems at the new Information Technology Center, now under construction. It will provide the foundation for UH's mission-focused efforts and move UH a giant step forward in its quest to be a model 21st-century university with first-rate information technology facilities. It will house a state-of-the-art and energy-efficient data center featuring an 8,000-square-foot machine room for enterprise servers, storage, and communications.

Regent Matayoshi asked if the new structure would provide infrastructure for distance learning, and President Greenwood answered affirmatively.

President Greenwood wanted to convey that while the operational budget has been under tremendous stress as a result of the recession, UH's Capital Improvements Projects (CIP) Program budget has remained healthy, in part because the state has an interest in funding facilities that create jobs. UH is reasonably effective in constructing buildings on time and on budget, which lends a level of credibility. President Greenwood is hoping that in the upcoming Legislative Session, UH will receive more funding for CIP programs.

UH Commission on the Status of Women: The UH Commission on the Status of Women (CSW) celebrates its 25<sup>th</sup> anniversary this academic year. It started in 1986 as a systemwide commission that includes executives, faculty, Administrative, Professional and Technical (APT) positions, civil service, and students.

The Commission advises the UH President on issues concerning female students, faculty, and staff who work for the UH System. The Commission has addressed issues regarding childcare, students on welfare, gender equity in athletics, campus safety and security, equitable practices in hiring, pay, promotion and tenure, and much more.

Senator Jill Tokuda will honor the UH CSW on its 25<sup>th</sup> anniversary during a floor presentation on Tuesday, March 13, 2012.

The Regents were given tote bags designed by a UH Mānoa Graphic Design student named Erika Kunihiisa.

## **Campus Highlights**

**UH Mānoa:** For the fifth consecutive year, the school library media specialization in the Library and Information Science (LIS) Graduate Program at UH Mānoa was recognized as one of the top 10 programs nationally by the *U.S. News and World Report* in its "America's Best Graduate Schools 2012."

Also at UH Mānoa, the National Aeronautics and Space Administration (NASA) announced recently that a nanosatellite designed by a team of UH Mānoa electrical and mechanical engineering students was one of 33 selected to fly as auxiliary cargo on NASA missions planned during 2013 and 2014. This is the second year in a row that NASA selected a nanosatellite from the UH Mānoa College of Engineering's Small-Satellite Program. More than 200 students have participated in the program since 2001. The students themselves have helped write proposals that resulted in over \$1 million in extramural funding and four launches.

**UH Hilo:** Hawai'i Island students will benefit from increased access to a college education thanks to a partnership between UH Hilo and the Dorrance Family Foundation. The Dorrance Scholarship Program is an innovative four-year scholarship program designed to benefit local students who are the first in their family to attend college. Beginning in 2012, up to ten eligible students will receive need-based scholarships of \$8,000 a year to attend UH Hilo. Awards will be renewable for a total of eight semesters of funding, and additional cohorts of scholars will be added in subsequent years.

**UH West O'ahu:** A \$40,000 grant was awarded by the College Access Challenge Grant Program (CACGP) and Hawai'i P-20 Partnerships for Education to provide college access programs to Hawai'i high school students. More specifically, the funds will provide college preparatory activities and enhance outreach to eligible high school students throughout the state.

**Leeward Community College:** A \$100,000 gift from Kalaeloa Partners, L.P. will assist part-time and full-time students who graduate from Kapolei, Campbell, Nanakuli, Waipahu, and Wai'anae High Schools.

**Honolulu Community College:** The Polynesian Voyaging Society, UH Hilo, and Ulukau, the Hawaiian Digital Library, recently unveiled the digital archives of the Polynesian Voyaging Society (available at [Hookele.org](http://Hookele.org).) The purpose of the archive is to preserve and perpetuate navigation materials of the Polynesian Voyaging Society for future generations, and to make them widely available to the scholarly and teaching communities for purposes of curriculum development while also reaching the wider Native Hawaiian and general communities at large. In the summer of 2007, 65,000 documents in total were digitized. A future goal with the completion of the archives is to develop a voyaging curriculum at Honolulu Community College.

## **Report of the Host Campus – Windward Community College**

Windward Community College (WCC) Chancellor, Douglas Dykstra, said that enrollment has grown 59% over the past five years, from 1,700 students to 2,700 students. Persistence and retention programs have contributed to WCC's continued enrollment growth. Chancellor Dykstra introduced Vice Chancellor for Student Services, Ardis Eschenberg, to speak about these programs.

Vice Chancellor Eschenberg said that WCC's recent enrollment growth was not largely based on freshman recruitment, but the retention of sophomore-level students. In the Fall 2008/Spring 2009, WCC introduced mandatory New Student Orientation (NSO). NSO is a one-hour event, along with a campus tour that answers two questions for students: 1) How do I pay for college; and 2) How do I get classes. Tutoring was also expanded this Academic Year.

In the Fall 2010/Spring 2011, WCC implemented its First-Year Experience "robustly." It included mandatory NSO as well as Frosh Camp, an engaging two-day event that utilizes peer mentors. A "Frosh Cohort" – block scheduling for incoming freshmen – was also introduced in Fall 2010. Additionally, a Learning Community was introduced. It is a two-course program with Introduction to College Success (IS 103) and a thematic course. The curriculum was interwoven for both courses, so the same students were in both classes and the teachers worked together to provide the thematic subject material with college success strategies. Students were also enrolled in Math and English. Also in Fall 2010, Supplemental Instruction (SI) was expanded to cover the majority of development Math courses.

The programs resulted in improvements to GPA and success and retention rates.

Vice Chancellor Eschenberg introduced student Kehau Iwashita, who spoke about the benefits of SI, and the importance for students to go through the first-year programs, especially Frosh Camp and New Student Orientation.

Regent Rasmussen asked how SI is funded. Vice Chancellor Eschenberg credited Associate Vice President Lui Hokoana for winning the Title III Grant that funds the program (when Hokoana was employed at WCC).

## **Model Indigenous-serving University Task Force: Hawai'i Papa o Ke Ao Plan**

VP Freitas recognized the Ka'ū Report of 1986, Pūko'a Council, and the members of the Task Force, for their contributions to the Hawai'i Papa o Ke Ao Plan. AVP Hokoana was the facilitator and a major contributor to the document.

The plan is divided into three thematic areas (names in parenthesis are those members of the task group who spoke on each topic):

1. Leadership development (Kimo Perry, Kaua'i CC)
  - a. Goal 1: Prepare students of Hawaiian ancestry to assume leadership positions at UH and in the community.

- b. Goal 2: Prepare faculty and staff of Hawaiian ancestry to assume leadership positions within UH and in their community.
- c. Goal 3: Ensure Native Hawaiian values are practiced at all levels of institutional decision-making.
2. Community Engagement (Noreen Mokuau, UH Mānoa)
  - a. Goal 1: Intra-campus development – Building community on each campus.
  - b. Goal 2: Inter-campus development – Building community connections with ALL campuses.
  - c. Goal 3: Broader community – UH bridging with the broader community.
3. Hawaiian Language and Culture Parity (Lui Hokoana)
  - a. Goal 1: Vibrant language and culture programs of study at all UH campuses.
  - b. Goal 2: Hawaiian Language at parity with English usage throughout the UH system.
  - c. Goal 3: Innovative programming (curriculum) using Hawaiian language and culture.
  - d. Goal 4: Embed Hawaiian culture and language understanding in the hiring of new employees.

Hokoana added that with the successful implementation of the plan, UH will fulfill its potential to become a Model Indigenous Serving Institution by meeting the following benchmarks:

- Hawaiian enrollment at parity with Hawaiians in the Hawai'i state population
  - Hawaiian students performing at parity with non-Hawaiians
- Qualified Native Hawaiian faculty is employed in all disciplines at the University
- Native Hawaiian values are included in its decision-making and practices
- Hawaiians hold leadership roles in the UH administration
- The University of Hawai'i is the foremost authority on Native Hawaiian scholarship
- The University is responsive to the needs of the Hawaiian community and, with community input, implements programs to address the needs of Native Hawaiians and other underrepresented groups
- The University fosters and promotes Hawaiian culture and language at all its campuses.

Chair Martinson thanked the task group for their great work.

Regent Baxa commented that he would like to see more people speaking Native Hawaiian.

Regent Gee said it was a tremendous effort, and much of it is very valuable. He is concerned about Goal No. 2 under Hawaiian Language and Culture Parity (Hawaiian Language at parity with English usage throughout the UH system), and Objective No. 1 under that goal (All forms translated to Hawaiian – application form and degrees will be offered in both languages (Hawaiian and English are the two official state languages)). He asked about its feasibility, especially with budgetary constraints, and also if UH

would sacrifice the quality of English. He also asked about Native Hawaiians in other fields of study (i.e. Travel Industry Management). If there is to be true leadership in economic fields, Native Hawaiians should be encouraged to enter professional fields such as Business, TIM, STEM and other fields where they can acquire the background for leadership in these areas that support the economic and social development of our state.

AVP Hokoana said that all recommendations need to be tempered with financial considerations, but they are concepts and a philosophy that should be embraced. Regent Gee said that he does not disagree with the philosophy at all.

VP Freitas said that when he was working for Kamehameha Schools, dual-language students surpassed single-language students academically.

Regent Sullivan congratulated the task group for their work. She asked what the next steps would be. VP Freitas said the plan must be approved by President Greenwood. The plan and report are the strategic context for content measures. The plan must be implemented by the President and then the Chancellors.

Mokuao said that the task group kept the plan broad for implementation purposes. UH Mānoa's Native Hawaiian Advancement Task Force plan for implementation can be found on UH Mānoa's website (<http://manoa.hawaii.edu/chancellor/NHATF/index.html>), with levels of integration and uniqueness and variations based on what UH Mānoa needs.

Chair Martinson added that the Board of Regents set policy with a commitment to Native Hawaiians and Indigenous Culture. That is the first step. The next step is creating a framework for carrying the mission forward. The Hawai'i Papa o Ke Ao Plan is the step that the UH Administration took to move the policy toward a framework that can provide a context for implementation across the UH System.

President Greenwood thanked the Task Group for referencing previous studies; such studies do have an impact and they advance the cause and give opportunity for new programs. UH will go forward and ask the Chancellors what can be implemented.

Task group member Mark "Alapaki" Luke, the Hawaiian Studies coordinator at Honolulu CC, provided the historical context and background of the Native Hawaiian language and culture.

Regent Baxa noted that Hawai'i is very lucky to have one original, beautiful language. In comparison, the Philippines has hundreds of dialects. In the elementary schools, Tagalog is taught. He asked why Hawaiian is not being taught in elementary schools in Hawai'i, although he acknowledged that it is not under the University of Hawai'i or Board of Regents' purview. He added that language is a primary identity of a culture.

Regent Holzman said that while Hawaiians are well represented in fields such as Native Hawaiian studies, the law, and social work, they are underrepresented in other



fields, such as STEM fields, and this should be given more emphasis. He suggested that the task group focus on this and provide ideas on how UH could contribute in this aspect.

Regent Dahilig said that, regarding, Goal No. 2 under Hawaiian Language and Culture Parity (Hawaiian Language at parity with English usage throughout the UH system), that Hawaiian should be a transactional language instead of a novelty language. He likes the emphasis on how there will be a push to translate forms to have Native Hawaiian be a working language. He noted that at the County of Kaua'i, where he is the Planning Director, all general plan and county planning documents are in dual languages (Native Hawaiian and English). He thinks that UH should look beyond forms, diplomas and building names, to functional documents, including Board of Regents' texts and memos.

President Greenwood again thanked the Task Group. It has made a difference and increased the probability that students who grow up in Hawai'i will have a special addition to their education that they don't get anywhere else in the United States. UH will have contributed to the ability to demonstrate that you can bring a language into transactional capacity again. She endorsed Regent Holzman's suggestion to find ways to make a wide range of careers more attractive to young Native Hawaiians.

Regent Rasmussen shared two personal stories of experiences with two different people who were speaking Native Hawaiian in non-educational situations.

#### **V. REPORT OF THE UNIVERSITY OF HAWAI'I FOUNDATION**

University of Hawai'i Foundation (UHF) President, Donna Vuchinich, said that in January 2012, UHF saw a 5% increase over the previous year in donors (18,436 in FY 2011; 19,695 in FY 2012), and a nearly 50% increase over dollars from the previous year (\$15,065,766 in FY 2011; \$28,093,937 in FY 2012). As of February 22, 2012, UHF received \$38.8 million, or 75% of its annual goal.

#### **VI. REPORT ON GIFTS, GRANTS AND CONTRACTS**

Vice President for Research, James Gaines, said that UH received \$8.8 million in November 2011 (\$13.8 million in November 2010), and \$20.6 million in December 2011 (\$21.7 million in December 2010). UH would have surpassed last year's amount, but for a change in procedure by the federal government to monthly installments instead of a one-time award.

#### **VII. ITEMS FOR BOARD ACTION**

Chair Martinson noted that the Item for Board Action No. 2 (UH System Update on Communications and External Relations (Information Only)) would be deferred.

## **Board of Regents**

### **Approval of Amendment to Board of Regents Bylaws – New BOR Member Orientation**

Vice President for Community Colleges, John Morton, said that the Community Colleges are undergoing self studies in preparation for accreditation visits. One of the standards of accreditation regulations is about Board governance – specifically the requirement that all new Board members are oriented as to their role on the Board. The new Regents all undergo orientation, but it is not included as a requirement in any bylaws or policy. UH feels that it would be in better standing with the accreditors if the Board of Regents Bylaws specifically state that new Board members will be oriented within a month of appointment.

Upon motion by Vice Chair Carlson and second by Regent Mizuno, the Amendment to Board of Regents Bylaws – New BOR Member Orientation, was unanimously approved.

## **University of Hawai'i System**

### **Update on Information Technology**

Vice President for Information Technology and Chief Information Officer, David Lassner, presented the update on Information Technology.

Information Technology Services (ITS) provides enterprise services for the UH System and the UH Mānoa Campus. ITS is relatively unique at UH and within U.S. higher education in functioning simultaneously at both the system and campus levels. It is the largest single operating unit at the UH System level, yet is at or near the very bottom of UH Mānoa peer and benchmark levels for central IT financing and staffing. UH employs a centralized/decentralized approach to IT support.

VP Lassner spoke about the challenges of ensuring the continuous, secure, and compliant availability of complex infrastructure and services provided to over 70,000 students, faculty, and staff. He also went over the various systems that ITS oversees, including enterprise information, finance (including KFS), human resource and payroll, student related, research, data, teaching and learning, room-based video, online (web-based) learning, cable television, teaching and learning support services, instructional, and technology projects.

Research is shifting, and is increasingly interdisciplinary, international, and data-driven and computationally enabled. VP Lassner covered the cyberinfrastructure for research, and UH's involvement in high performance computing, research data storage and curation, collaboration tools, and high-speed network connections. UH's technology infrastructure includes servers, phone services, IT operations center, identity and access management, and networks. There is major digital repair and maintenance work underway at UH Mānoa, with fiber, wiring, WiFi, and VoIP. The Community Colleges networks were all upgraded to support VoIP in 2011. Stimulus money helped to

increase and expand the statewide network as well, and external connectivity was also improved in 2011.

ITS also oversees general IT support, and is working on the migration to Google @ UH. VP Lassner also discussed platform support, information security, sources of projects and priorities, the impact of the fire at lower campus, economic realities, major extramural activities, and the groundbreaking of the new IT building, which was 20 years in the making. It will be UH's first real enterprise data center and will serve as an emergency situation room.

Regent Ota asked about the deficiencies in ITS that VP Lassner mentioned during his presentation. VP Lassner said that the deficiencies were in personnel – mostly people to execute projects. Regent Ota asked if the University is producing graduates that ITS can hire to fulfill this capacity. VP Lassner said that it isn't as good as UH would like.

Regent Rasmussen said that IT is one area where investments will increase the productivity of the entire organization. She is a big believer in putting resources into IT. VP Lassner said that he feels well supported. The State of Hawai'i, during the budget crunch, systemically disinvested in technology. That didn't happen at UH; ITS took cuts, but not more than its fair share under President Greenwood and former President David McClain. Regent Rasmussen encouraged the UH System to continue to invest in IT. VP Lassner also thanked the Chancellors for supporting initiatives.

Regent Matayoshi said that she was happy that ITS is building infrastructure for hybrid and distance learning. She asked about support for the technology so that it would be most effective, as well as training faculty. VP Lassner acknowledged that UH is understaffed in that area. ITS runs a regular training program each semester. The distance learning piece, historically, is important in Hawai'i. UH has the opportunity to leverage the power of the system to deliver degree programs anywhere in the state – a capacity that most other states don't have. Hybrid learning has played an important role at the community colleges; it has experienced such enrollment growth that community colleges are able to free up classrooms. Regent Matayoshi said that she hopes that UH will be more strategic in determining course offerings and shared curriculum across the system. VP Lassner said that UH uses both a top-down and bottom-up approach. UH is looking at being the best performing system of higher education in the country and doing more coherent academic planning. There is also a Distance-Learning Advisory Committee (DLAC), co-chaired by VP Lassner and Executive Vice President Linda Johnsrud.

Regent Holzman asked about the DLAC, and whether UH is systematically trying to identify the best practices and propagate them throughout the system, or if that is left up to the professors. President Greenwood said that administration is a part of national efforts, some of which are related to the issue of presenting an engaging course and improve the ability and quality of distance learning. UH is pushing harder to identify courses that are typical bottlenecks to graduating. The BANNER program helps to identify available courses, as well as courses that need to be online to help students complete their degrees. VP Lassner added that the real institutional investment of

human resources goes into the areas that are identified in a top-down manner, by the Deans, who often understand the needs around the state in their discipline better than anyone. The UH Administration also works with the University Center group. One of the strategies on the bottom-up side is to have the University Centers identify the educational needs within their various communities. UH also encourages faculty to use an online course management system.

**Approval of Capital Improvements Program and Repairs and Maintenance Project Contracts for Fiscal Year 2011-2012**

Associate Vice President for Capital Improvements, Brian Minaai, requested approval of three Construction Contracts:

- UH Mānoa: Biomedical Science Building (to replace HVAC equipment), \$5.3 million
- UH Mānoa: Campus Center Renovation and Expansion, Phase III, \$5.6 million
- UH Hilo: Student Housing Development, Phase I, University Village, \$28.2 million

Chair Martinson said that he would defer the project regarding the UH Hilo University Village until the UH Hilo action item on Student Housing Rates later in the day.

Regent Hirota said that he didn't have a problem with the Biomedical Science Building, but said that he is still concerned about the level of fees on some of the projects. The Federal Acquisition Regulations Part 15 says that "the contracting officer shall not negotiate a price or fee that exceeds the following statutory limitations: For architect and engineer services, the contract price for the estimated cost and fee for the production and delivery of designs, plans, drawings and specifications shall not exceed 6% of the estimated cost of construction." Regent Hirota is still waiting on a list of projects and fees. AVP Minaai said that the lower-campus fire displaced the Procurement Office, delaying Regent Hirota's request. Regarding the Campus Center Renovation and Expansion, Phase III, fees, (which totaled 10%), AVP Minaai said that his office compared this project to federal projects, and the majority of federal projects are through a procurement procedures delivery system called design-build, where the owner (federal government) takes the design to about 30%, and then contracts a contractor who hires their own architect to complete the project. However, one differential is that UH takes designs to 100% before putting it out to bid. Other differentials include the fact that the federal government does not require an environmental analysis, no building permits, and they are minimally required to be LEED certified (UH tries to be LEED Gold or higher). AVP Minaai said that he welcomed the opportunity to sit down with Regent Hirota for a comparative analysis.

Regent Baxa moved and Vice Chair Carlson seconded the motion, and the first two items of the Capital Improvements Program and Repairs and Maintenance Project Contracts for Fiscal Year 2011-2012 (UH Mānoa's Biomedical Science Building and Campus Center Renovation) were unanimously approved.

**Approval of Procurement Contract to Provide Credit Card Services for the University of Hawai'i, RFP No. 12-085**

Vice President for Budget and Finance/Chief Financial Officer, Howard Todo, said the contract is for the Bank of Hawai'i based on an open procurement process. The contract is for merchant services, where UH can collect revenues through credit cards at UH's various outlets (i.e. bookstore, tuition, athletic events, etc.).

Upon inquiry from Regent Gee, VP Todo explained that the proposals were evaluated on cost, credit card services provided, reporting, data security, customer support, and company organization. The Request for Proposals (RFP) detailed the criteria for scoring and what and how companies would be evaluated.

Vice Chair Lee asked about the amount of the processing fee. VP Todo replied that the winning bid was the Bank of Hawai'i at 1.6%, which is lower than the Bank of Hawai'i's incumbent fee of 1.85%.

Regent Gee moved and Vice Chair Lee seconded the motion for approval of Procurement Contract to Provide Credit Card Services for the University of Hawai'i, RFP No. 12-085, which passed unanimously.

**University of Hawai'i at Mānoa**

**Approval of Request for Authorization to: (1) Reallocate Revenue Bond Proceeds from the Issuance of \$100 Million of University Revenue Bonds, Series 2009A (2009 Revenue Bonds) to Provide Supplemental Funding for the Clarence T.C. Ching Field Project (Ching Field Project); and (2) Add the Ching Field Project to the University Projects Listing Which Identifies All Projects for Which the University May Expend 2009 Revenue Bonds**

UH Mānoa Vice Chancellor for Finance and Operations, Kathy Cutshaw, said that the funding model for the Clarence T.C. Ching Field is a combination of \$5 million in general obligation (GO) bonds and a \$5 million gift from the Ching Foundation. UH received the GO bond authorization and has received thus far \$2 million from the Ching Foundation. The remainder of the balance from the Ching Foundation is to be received in two equal payments on January 2013 and January 2014. To start construction in a timely basis, to prevent GO bond money from lapsing, and complete the project by 2013, UH Mānoa will use the revenue bond authorization to manage its cash flow.

Regent Gee asked if the construction for the bookstore would be jeopardized with the transfer of \$3 million. Vice Chancellor Cutshaw said that the original request for the bookstore was a \$7 million bonding authorization; however due to lower construction costs, as well as a scope issue, there are \$3 million unused dollars that can be diverted.

Upon inquiry from Vice Chair Lee, Vice Chancellor Cutshaw said that the plans for the field are ready to go out to bid in the middle of March, with a 30-day open bid process.

Regent Dahilig moved and Regent Baxa seconded the motion to approve the Request for Authorization to: (1) Reallocate Revenue Bond Proceeds from the Issuance of \$100 Million of University Revenue Bonds, Series 2009A (2009 Revenue Bonds) to Provide Supplemental Funding for the Clarence T.C. Ching Field Project (Ching Field Project); and (2) Add the Ching Field Project to the University Projects Listing Which Identifies All Projects for Which the University May Expend 2009 Revenue Bonds, which was approved unanimously.

**Approval of Increase of the Mandatory Student UPASS Transportation Fee and a Memorandum of Agreement between UH Mānoa and the City and County of Honolulu**

UH Mānoa Vice Chancellor for Students, Francisco Hernandez, introduced ASUH President, Anna Koethe, and Sean Wilbur, an ASUH Senator, to present the proposal.

The students said that the original program was a capstone project that resulted in a two-year pilot program with a \$20/semester mandatory fee approved by the Board. All graduate and undergraduate UH Mānoa students, excluding the Schools of Medicine and Law and Outreach program students by their choice, participate in the program. UH Mānoa students can take an unlimited amount of rides on TheBus.

UPASS is important because of sustainability efforts, the rising cost of gas, and limited parking spaces on campus. It can save UH Mānoa students who ride the bus \$120 over the monthly pass rate available to youth students (K-12) over a five-month period. Bus ridership has increased along UH Mānoa bus stops since the implementation of the pilot program.

Benefits to the student body include access to school, jobs, internships, community service, and recreation; reduces the morning parking struggle on campus; and it is beneficial to incoming students, both resident and non-resident.

ASUH conducted two surveys (Spring 2010 and Spring 2011) and held three public hearings to receive feedback from students. Some statistics from the surveys include:

- Spring 2010: 73% of students took more than 5 rides in Spring 2010
- Spring 2010: 88% of students wanted the program to continue
- Spring 2011: 77% of students took more than 10 rides in Fall 2010
- Spring 2011: 68% of students would be willing to pay between \$30 to \$50 per semester
- Spring 2011: 93% of students feel the program should continue beyond the pilot period

Both ASUH and GSO supported the UPASS extension and increased fee.

The memorandum of agreement is pending final approval from the City and County of Honolulu. The proposal is for a \$30/semester fee, mandatory for undergraduate and graduate students, excluding Schools of Medicine and Law, and the Outreach program. The ASUH, GSO, and University do not retain any of the fees collected.

Regent Gee asked if the fee would be for both part-time and full-time students. Koethe answered affirmatively. Regent Gee asked how many part-time students participated in the survey. Koethe said that they did not track that data.

Vice Chair Lee asked about the total amount of the fees collected. Koethe said that the ASUH does not know the exact amount because the number of students at UH Mānoa changes every semester. Vice Chair Lee pointed out that assuming there are 18,000 students at UH Mānoa, and at \$30 a semester, total fees collected is about \$500,000. Koethe agreed with that number. Vice Chair Lee asked if there is an exact number of students who used the UPASS. Koethe said that TheBus has been collecting data, but ASUH does not have the data.

Regent Holzman asked if other groups, such as teachers, could be included in the program. Koethe responded that she does not know what TheBus' opinion to faculty participation is, but TheBus is open to including other campuses in the program. Regent Holzman wanted to establish a link between the parking policy that is being developed for UH Mānoa and the bus pass. In developing that policy, UH Mānoa should look to the UPASS program or similar programs, to incorporate it into the policy if it made sense.

Regent Rasmussen asked if the program utilizes staff resources, being that UH does not receive any portion of the fees. Student Life Director, Jan Javinar, said that it does use some staff time, but it is considered a pass-through service primarily because students express great benefits about the program. It does take student staff to distribute the pass stickers, and Director Javinar and his staff submit the payments (of about \$350,000) to the City.

Regent Matayoshi expressed concern about the mandatory nature of the fees, and asked if those who do not use the pass could opt out. Koethe said that if there was an opt-in or opt-out option, those who decided to participate would be charged a \$150 per semester fee instead of \$30 a semester. The entire student body (excluding previously mentioned groups) must participate in the program to make it work.

Regent Dahilig said that he understands the concerns of the Regents about utilization of the UPASS and its mandatory nature; however, the message is that the University is encouraging alternate forms of transportation. Indirectly, it benefits others by maintaining the existing number of parking spaces on campus. It is a worthwhile investment to be a collective benefit for the University. Regent Dahilig asked if, should the option for the UPASS program to continue beyond the two years as stated in the action memo arise, would it be useful for UH Mānoa to have authority to maintain status quo beyond the two years. Vice Chancellor Hernandez answered affirmatively.

Regent Ota said that she likes the idea of alternative transportation. She asked if the City would be prepared to increase stops if there is a flux of students taking TheBus. Wilbur said that per the eliciting agreement, TheBus analyzes ridership on high-load stops, and as a result, increased stops at Sinclair Circle and other University stops.

Regent Baxa said that he would go along with Regent Dahilig's comments and that he would be voting for the item. He was impressed with the students' presentation.

Regent Dahilig moved to approve as listed in the action memorandum the three points of action, with minor changes to authorize delegation to the President to sign the memorandum of agreement and any other extensions that do not substantively change the original agreement. Regent Baxa seconded the motion.

Chair Martinson suggested that, should the success of the program continue, ASUH should negotiate with the City for some sharing of the revenue back to ASUH or the University. It is a lucrative proposition for the City.

Vice Chair Lee said that he does not want the City to take advantage of the students by continuing to raise prices.

With a motion on the floor, the Regents unanimously approved the Increase of the Mandatory Student UPASS Transportation Fee and a Memorandum of Agreement between UH Mānoa and the City and County of Honolulu, with the amendment to Authorize Delegation to the President of Approval of an Agreement that does not substantially change the agreement beyond 2014.

#### **Approval of Authorization to Increase Student Housing Rates**

UH Mānoa Vice Chancellor Hernandez said that UH Student Housing Services' current capacity is 3,719 beds, with 11 residence halls, two apartments with nine buildings total, and a rental income in 2010-2011 of \$19.34 million.

UH Mānoa seeks an increase to 1) cover all cost increases; 2) maintain repair and renovation funding; and 3) focus on the remaining 40 percent of on-campus housing.

Vice Chancellor Hernandez showed projections of revenues and expenditures through 2016-2017, the FY 2012 Budget Allocation, UH Mānoa versus off-campus housing rates and other competitor comparisons.

Regent Dahilig, the Chair of the Committee on Student Affairs, said that the Committee met on January 20, 2012 at Kaua'i Community College. Regents in attendance were Committee Chair Michael Dahilig, Matthew Williams, Chuck Gee, and John Holzman. The Committee recommends to the Board of Regents approval of the UH Mānoa Administration's request for an up to 5% annual increase, subject to a year-to-year review and in consultation with students, with the stipulation that UH Mānoa provide an annual report to the Board regarding the amount of the increase and the rationale behind the increase. The recommendation passed unanimously, with reservations by Regent Williams.

Regent Hirota said that he believes that the numbers are too low, and the effectual subsidy of the 3,700 students may affect the academic education of the rest of the UH Mānoa students. He is concerned that the repairs and maintenance (R&M) estimated costs are too low; he also didn't see transparency in the spreadsheet provided – are the



Regents seeing the real costs of Student Housing? Director of Housing Services, Michael Kaptik, said that what UH Mānoa spends on facilities supply improvements is found in its supply line item and not R&M. There is money being spent on R&M. He worries that the 5% increase will not cover costs. Vice Chancellor Hernandez said that the request for the up-to-5% increase is to allow UH Mānoa to plan, and UH Mānoa could potentially return to the Board to ask for more increases. To answer Regent Hirota's earlier inquiry about subsidization, Vice Chancellor Hernandez said that Student Housing is self-sustaining, and receives no subsidization. The 3,700 students are paying their way. The rate increases of the previous five-year schedule were to make up for some of the previously existing subsidies that have since been discontinued.

Regent Baxa expressed concern about the disadvantaged students; he worried that they would not be able to afford rate increases and be unable to continue with their studies. His assumption is that most of the students in student housing are disadvantaged. Vice Chancellor Hernandez said that you can't assume that the students who reside in student housing are the most disadvantaged. Housing reflects the overall student body. Also, UH Mānoa is making significant increases to financial aid to address the needs of the disadvantaged students. The proposal will help the financial aid office and parents plan and prepare for potential increases. The increased renewals, even with rate increases, show that students are willing to pay for rate increases if the facilities are improved.

Regent Sullivan asked if revenues generated by student housing are in a special fund. Vice Chancellor answered affirmatively. The State could take those funds; the University does not.

Regent Sullivan asked about the actual increases of the previous schedule, when UH Mānoa in 2006 asked for an up-to-5% increase each year. Vice Chancellor Hernandez replied that the maximum of 5% was used each year.

Regent Sullivan asked about the \$750,000 a year from the repair fund – she asked where that line item is on the spreadsheet. She also asked if UH Mānoa intends to maintain a balance of \$8-\$10 million a year. Vice Chancellor Hernandez said that UH Mānoa would like a balance at the end of each year. When Regent Sullivan asked why the balance needed to be so high, Vice Chancellor Hernandez said that Student Housing is a large operation. Since it is self-operated with various components, there is a score of things that can go wrong and thus necessitates using the balance.

Regent Sullivan pointed out that if there was no rate increase, the reserve balance would not drop below \$7 million until 2012-2013 – could UH Mānoa wait for a rate increase until that year? Vice Chancellor Hernandez said that it would not be prudent to live off of a reserve and then have to make a large rate increase of 15-30% later on.

Regent Dahilig moved to approve an annual rate increase of up to a 5% annual increase through FY 2017, subject to a year-to-year review and in consultation with the students, with a stipulation that the UH Mānoa Administration provide a written annual

report to the Board regarding the amount of increase and rationale behind the increase. Regent Holzman seconded the motion.

Regent Gee said that the Housing Office did an excellent job, and added that a great university is a residential university.

With a motion on the floor, Regents Sullivan, Ota, Holzman, Dahilig, Carlson, Lee, de la Peña, Rasmussen, Gee, Matayoshi and Mizuno voted to approve the item. Regents Hirota and Baxa opposed the motion. Approval of the Authorization to Increase Student Housing Rates passed with an 11 to 2 vote.

## **VIII. EXECUTIVE SESSION**

Upon motion by Regent Dahilig and second by Vice Chair Lee, the Board unanimously approved convening in executive session, pursuant to HRS §92-5(a)(2)(3)(4). The Board convened in executive session at 1:04 p.m. and reconvened in public session at 3:04 p.m., following a motion to come out of executive session by Vice Chair Carlson and second by Vice Chair Lee, which was unanimously approved.

Regent Dahilig departed the meeting after executive session adjourned.

### **University of Hawai'i at Hilo**

#### **Approval of Increase to University Housing Rates, 2012-2017**

UH Hilo Chancellor Donald Straney requested authorization to increase student housing rates by up to 5% each year for up to five years, beginning in fiscal year 2012-2013, with the provision to return to the Board for approval to make adjustments after three years as warranted. Additionally, UH Hilo requests approval to establish housing rates for University Village, Phase I, when the facility opens in Fall 2013. This is the first time in five years that UH Hilo seeks to raise its housing rates. However, during that period, costs have increased, and UH Hilo can no longer hold the line on housing prices.

The proposal represents an optimization of three main factors:

1. Debt-service payments on new construction
2. Operating costs: Utilities, salaries, services and supplies/equipment, etc.
3. Affordability: 70 percent of UH Hilo students receive some sort of financial aid; the rates for housing vary from \$277 per bed per month to \$856 per bed per month.

UH Hilo also provides housing for Hawai'i Community College students.

Regent Hirota said that he is in favor of student housing, but he is concerned about the realistic nature of the proposal, and whether UH Hilo is going to be the only producer of student housing in Hilo. Chancellor Straney said that he has no interest in being the only provider of student housing in Hilo; he didn't think it was feasible even if UH Hilo wanted to. UH Hilo needs housing for professional and graduate students, and

he does not intend to provide that – those are generally apartments and family-based options off campus. Off-campus housing serves the students that “outgrow” the housing services that on-campus housing provides.

Regent Hirota said that he would likely vote against the proposal because he does not believe that a 5% increase is enough to sustain student housing, and he is concerned about the information UH Hilo provided about debt service in its proposal. He wondered if there was a subsidy for those students who lived in student housing. Chancellor Straney said that UH Hilo currently bears the debt service obligation, which is paid by revenue. UH Hilo holds all of the bonds that are required to do University Village. It is currently paying the debt service. Construction of the University Village will provide additional revenue to pay the debt service.

Regent Hirota asked why UH Hilo wouldn't look at a higher percentage to ensure that it has enough funds to take care of the new costs, but the older costs as well. He asked where the line items in the spreadsheet are that deal with a reserve fund so that UH Hilo does not have to return to the Board to request more money. Chancellor Straney said that UH Hilo has been self-sufficient and will continue to be self-sufficient.

Regent Holzman, the Vice Chair of the Committee on Student Affairs, said that the Committee recommends to the Board of Regents approval of an increase in student housing rates by up to 5% each year, for up to five years through 2017, with the option to return to the Board of Regents for approval to make adjustments after three years as warranted, subject to a year-by-year review and in consultation with students, and provided that UH Hilo give an annual report to the Board regarding the amount of the increase and the rationale behind the increase. That recommendation passed unanimously, with reservations by Regent Williams, who was concerned about the continuing increases in costs for student housing.

The Committee also recommends to the Board of Regents approval of the establishment of rates for the University Village Housing (in Fall 2013), as per Attachment C in the action memo. That recommendation also passed unanimously, with reservations by Regent Williams.

Regent Holzman moved to approve, and Regent de la Peña seconded the motion.

Regent Sullivan asked if there is a way to more efficiently pull out debt service so that it is closer to the time of construction, in light of the fact that UH Hilo has been paying \$1.3 million since FY 2011. Chancellor Straney said that the bond was taken out in 2009 to purchase existing housing from private owners. Two of the three owners declined to sell after the bond was taken out, and the third offered unacceptable terms. Therefore, UH Hilo came back to the Board in 2011 to re-purpose the bond, which was approved.

Regent Gee commented on the support from the students. Their satisfaction rate was high in support of the housing program and rate proposal. He supports the proposal, notwithstanding concerns about the long-range financial impact. A strong housing program will complement the strengthening academic program.

Regent Baxa asked if data exists concerning the percentage of out-of-state students in student housing. Miles Nagata, the Director of Housing at UH Hilo, said that 46% of the population is from the state of Hawai'i, 16% are international, and the remainder is from the U.S. Mainland.

Regent Baxa asked if UH Hilo's 5% proposed rate increase was in conjunction with UH Mānoa's rate increase. Chancellor Straney said that there were discussions and discovered that both campuses were looking into rate increases, purely coincidentally.

Regent Mizuno said that considering that the students are in favor of the rate increase, he is comfortable that they are adequate, especially in light of the fact that UH Hilo may come back before the Board in three years to make adjustments, if necessary.

Regent de la Peña said that he normally opposes rate increases, but because the student body is in favor of the increases, he does not mind approving the 5% increase.

With a motion on the floor, Regents Sullivan, Ota, Holzman, Carlson, Lee, de la Peña, Rasmussen, Gee, Matayoshi, Baxa, and Mizuno voted to approve the item. Regent Hirota opposed the motion. Regent Dahilig was absent from the vote. Approval of the Increase of University Housing Rates, 2012-2017, passed with an 11 to 1 vote.

**Approval of Capital Improvements Program and Repairs and Maintenance Project Contracts for Fiscal Year 2011-2012 (University Village, Phase I)**

AVP Minaai requested approval for the third construction project (the first Phase of UH Hilo Student Housing (University Village)) for \$28.2 million, which was deferred earlier in the meeting.

Regent Hirota said that he would like to see the fees on this project. AVP Minaai agreed, and said that he would produce the information after the contract is negotiated.

Regent Holzman moved and Regent Mizuno seconded the motion, and Regents Sullivan, Ota, Holzman, Carlson, Lee, de la Peña, Rasmussen, Gee, Matayoshi, Baxa, and Mizuno voted to approve the item. Regent Hirota opposed the motion. Regent Dahilig was absent from the vote. Approval of the Capital Improvements Program and Repairs and Maintenance Project Contracts for Fiscal Year 2011-2012 (University Village, Phase I), passed by an 11 to 1 vote.

**Approval of Authorization to Establish as a Provisional Program a Master of Arts in Teaching, Effective July 1, 2012**

Interim UH Hilo Vice Chancellor for Academic Affairs, Kenith Simmons, requested approval to replace the post-baccalaureate teacher education program with the Master of Arts in Teaching (MAT). It is a generalist degree in elementary and secondary education. It leads to licensure as well as providing students with guided opportunities to do research on their own teaching effectiveness, as evidenced by their own students' learning outcomes.

The degree is in line with national trends to upgrade the skills of entering teachers. Some states are requiring the Masters degree within a few years of entering the profession, and this may become the case in Hawaii in the future. The degree aligns with Hawai'i's Race to the Top, which ties notions of teacher quality to student learning outcomes. The degree was developed with the full support of the Big Island Advisory and Advocacy Community group, comprising of educators, business leaders and political leaders, who shared with Hawai'i's Dept. of Education the Big Island's need for the best prepared teachers possible.

The MAT is consistent with UH Hilo's Strategic Plan, which focuses on hands-on applied learning. Students in the program are in the schools from the beginning. They start in the summer when the schools begin, and they are in the schools throughout the program. The first 30 credits of the program lead to licensure, which should result in each student beginning his or her professional career. The second year of the program involves action research performed on the students in the teachers' actual class. That project culminates in the Masters degree.

The degree aligns with the University's of Hawai'i's Strategic Plan, in that it addresses a critical workforce need of highly-qualified teachers. The degree will increase the pool of highly-qualified candidates, as each cohort will be of 45 students for the first four years, with an increase to 60 in year five. Both elementary and secondary programs will be available in both face-to-face and distance modalities.

Regent Gee asked why UH Hilo offered an MAT instead of a MEd. He also asked if a cohort would be less flexible for the part-time students. UH Hilo Education Department Chair Dr. Jan Zulich said that the MAT is the typical nomenclature for a graduate degree leading to teacher licensure. UH Hilo also offers a MEd; it is for veteran licensed teachers – those who are already in schools and coming back for advanced studies. The MAT is for the beginning profession. As for the cohort, UH Hilo has successfully implemented cohort programs over the past 15 years for the post-baccalaureate program and over 10 years for the MEd. The cohort model is supportive and facilitates higher retention. This program would not have part time students.

Regent Holzman asked if the MAT replaces the licensure program but adds an additional year, would there be a retention problem for the second year of the program. Dr. Zulich said that the program is designed to encourage the second year for two reasons: 1) Added support and 2) Coaching/mentoring/support mechanism. Vice Chancellor Simmons clarified that the students are full-time teachers and part-time students in the second year of the program.

Vice Chair Lee asked if a person with a Teacher Education Program (TEP) would get the MAT. Dr. Zulich said that they would instead get their MEd as a veteran teacher.

Regent Matayoshi asked about the distance learning component of the program. Dr. Zulich said that UH Hilo would arrange for the field experience on the various islands.

Regent Holzman asked what the tuition rates are, and if they are the same for the first and second years. Dr. Zulich said that tuition is graduate rate tuition (\$366/hour), and they would be charged for one course in the second year.

Regent Baxa asked about the expected minimum number of students to start the program. Dr. Zulich said that UH Hilo is aiming for 45, but if there were 20 students, they would still make it. Regent Baxa asked if UH Hilo had enough interest, and Dr. Zulich said that they have no doubt that they have enough interest.

Regent Gee asked about the 3% increase for the Collective Bargaining Agreement, and 4% inflation factor reflected in the expected budget. Dr. Zulich said that it is a system template.

Regent Gee asked if UH Hilo could still financially support the program if it doesn't have a full cohort. Dr. Zulich said that they could.

Upon inquiry from Regent Baxa, Dr. Zulich said that none of the students entering the program would have their licenses; they are aiming to become licensed as teachers.

Regent Holzman asked about the difference between a synchronous format and an asynchronous format. Dr. Zulich said that the asynchronous program is a purely online program where a student can do the work on their own time. A synchronous program has one component where a student has to sign up to be a part of an online class at a specific time. It is necessitated by the specialization of the study.

Regent Gee asked if there is enough faculty and resources for students who are in an area of specialized research. Dr. Zulich said that the research in MAT is more structured and prescribed, in that it is a model aimed at classroom teaching and student outcomes.

Regent Gee moved and Regent Baxa seconded the motion to Authorization the Establishment as a Provisional Program a Master of Arts in Teaching, Effective July 1, 2012, which was unanimously approved.

### **Community Colleges**

#### **Windward Community College**

#### **Approval of Program Proposal, Provisional Associate of Science in Veterinary Technology**

WCC Chancellor Dykstra introduced Vice Chancellor of Academic Affairs, Dr. Richard Fulton, and Ross Langston, the Program Coordinator. Vice Chancellor Fuller said that seeds for the program were planted in 2006 when several Windward area veterinarians approached WCC to see if there was interest in initiating a program that trained people to help them in their practices. No such program existed in Hawai'i at that time. The Board of Regents approved a veterinary assisting program three years ago

(began Fall 2009), and the vet assist program was given established status in Spring 2011.

The difference between the vet assist program and veterinary technology includes as follows: Vet assistants take a year of classes and learn how to do some of the skilled work in veterinary offices and clinics, such as animal handling and X-Rays, office operations, medical terminology, and some lab techniques. Vet technologists go through a two-year program and take a national licensing examination. WCC's Veterinary Advisory Board, composed of practicing veterinarians and veterinary technologists, has urged WCC to take this step in upgrading its program to an accredited veterinary technology degree. Members of that board have offered resources such as training, facilities, and student internship opportunities. WCC plans on taking the program across the state, and are planning to have all or most of the classes online.

The two faculty positions will be transferred from the former Employment Training Center (ETC) program, which was discontinued in December 2010.

Upon inquiry from Regent Baxa, Langston clarified that there is no other existing Vet Technology program within the UH System; Hawai'i is one of three states in the nation that lacks an accredited program.

Regent Baxa asked why WCC is the best campus to establish the program. Langston said that WCC is planning a state-of-the-art USDA-approved facility where surgery and anesthesia can be performed.

Regent Hirota moved to approve the item, and Regent de la Peña seconded the motion.

Regent Rasmussen asked how students will get their practical experience if they participate in the program via distance learning. Langston said that WCC is considering doing most of the classes online, and then visiting WCC for a weekend or Spring Break for intensive, hand-on experience. WCC would also rely on local veterinary clinics on other islands to provide the facilities.

Upon inquiry from Regent Rasmussen, Langston confirmed that the program does not practice on animals from the Humane Society.

Regent Matayoshi asked if the jobs require state licensure. Langston said that they do not in Hawai'i, however, in other states there is a practice act that governs what a non-credentialed technician or a vet assistant can do versus a credentialed technician.

Regent Gee asked if the vet assisting program was layered with the vet technology program. Langston said that the vet assisting program essentially becomes the first year of the two-year vet technology program.

Upon inquiry by Regent Gee, President Greenwood said that the program is provisional.

Regent Holzman asked about the job market for vet technology positions. Langston said that there is a 70-75% employment success rate for the vet assist certificate graduates. It is a high-demand field. It is an area with a lot of turnover, because a lot of students are military dependants who stay for a couple of years and leave.

With a motion on the floor the Regents approved WCC's Program Proposal of a Provisional Associate of Science in Veterinary Technology.

#### **IX. PERSONNEL ACTIONS**

Regent de la Peña moved and Regent Hirota seconded the approval of Attachment B-1, which was unanimously approved. Note: Regent Dahilig was absent for the vote.

#### **X. ANNOUNCEMENTS**

Chair Martinson announced that the next Board of Regents Meeting would be on March 15, 2012, at the University of Hawai'i at Mānoa.

#### **XI. ADJOURNMENT**

There being no further business, on the motion of Regent de la Peña and second by Vice Chair Lee, and with unanimous approval, the meeting was adjourned at 3:54 p.m.

Respectfully Submitted,



Keith Y. Amemiya, Esq.  
Executive Administrator and  
Secretary of the Board of Regents