

**Notice of Meeting**

**UNIVERSITY OF HAWAI'I**

**BOARD OF REGENTS COMMITTEE ON PERSONNEL AFFAIRS & BOARD  
GOVERNANCE**

Members: Regent Randy Moore (Chair), Regent Eugene Bal (Vice-Chair), and Regents  
Doctor Sparks, McEnerney, Portnoy, Wilson, and Yuen

**Date:** Wednesday, November 1, 2017

**Time:** 2:00 p.m.

**Place:** University of Hawai'i at Mānoa  
Information Technology Building  
1<sup>st</sup> Floor Conference Room 105A/B  
2520 Correa Road  
Honolulu, Hawai'i 96822

**AGENDA**

**I. Call Meeting to Order**

**II. Approval of Minutes of September 7, 2017 Meeting**

**III. Public Comment Period for Agenda Items:** All written testimony on agenda items received after posting of this agenda and up to 24 hours in advance of the meeting will be distributed to the board. Late testimony on agenda items will be distributed to the board within 24 hours of receipt. Written testimony may be submitted via US mail, email at [bor@hawaii.edu](mailto:bor@hawaii.edu), or facsimile at 956-5156. Individuals submitting written testimony are not automatically signed up for oral testimony. Registration for oral testimony on agenda items will be provided at the meeting location 15 minutes prior to the meeting and closed once the meeting begins. Oral testimony is limited to three (3) minutes. All written testimony submitted are public documents. Therefore, any testimony that is submitted verbally or in writing, electronically or in person, for use in the public meeting process is public information.

**IV. Agenda Items**

**A. For Information & Discussion**

1. Report to the Board of Regents on Guidelines Used for Executive Managerial Salary Adjustments
2. Board of Regents Policy Reviews (Chapters 1 to 4)
3. Review of Association of Governing Board publication entitled, "Consequential Boards – Adding Value Where It Matters Most"
4. Governance Matters from Board Retreat

**V. Adjournment**



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of HAWAII  
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UNIVERSITY OF HAWAII  
BOARD OF REGENTS

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David Lassner  
President

October 23, 2017

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MEMORANDUM

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TO: Jan Naoe Sullivan  
Chair, Board of Regents

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

FROM: David Lassner  
President 

SUBJECT: REPORT TO THE BOARD OF REGENTS ON GUIDELINES USED FOR  
EXECUTIVE AND MANAGERIAL SALARY ADJUSTMENTS

SUMMARY OF REPORT:

Act 002, 2017 Special Session Laws of Hawai'i, *Relating to Public Employment*, appropriated approximately \$800,000 for salary increases and other cost adjustments for state officers and employees associated with but excluded from collective bargaining unit 7 (i.e., Executive and Managerial (EM) personnel). In accordance with Regents Policy 9.212, and as more fully described below, this memorandum sets forth the guidelines used by the President to distribute this appropriation to eligible EMs through a combination of adjustments to the base salary and a one-time payment. Any adjustments to EM salaries that are fully or partially paid by non-general funds will continue to be paid with non-general funds.

RECOMMENDED EFFECTIVE DATE:

Effective January 1, 2018.

APPLICABLE REGENTS POLICY:

Regents Policy 9.212, Executive and Managerial Personnel Policies, provides:

F. Salary Adjustments

1. To ensure that EM salaries are competitive, salary adjustments may be granted based on merit, subject to the availability of Board-authorized funds for salary adjustments.

2. The Board shall establish guidelines and approve salary adjustments for positions reporting directly to the Board. The President shall establish guidelines and approve salary adjustments for all other positions, an authority which shall not be further delegated. The President shall report to the Board on guidelines used for salary adjustments for positions under the President's delegated authority.

## DISCUSSION

All EMs are subject to an annual evaluation by their supervisor that takes into consideration the following:

- Self-Assessment that identifies accomplishments and progress in previously agreed upon goals and objectives that align with the department's and University's strategic initiatives.
- A 360-Degree Survey anonymously completed by subordinates, peers and constituents that numerically rate EMs on a scale of 1 – 7 in the following areas: Leadership, Relations with Others, Planning, Decision Making, Problem Solving, Communication, Organizational Abilities, and EEO/AA, Work Environment, and Student Success
- An evaluation completed by the EM's supervisor that reviews accomplishments and advancement in previously agreed upon goals and objectives that align with the department's and University's strategic initiatives. In particular, the EM shall be evaluated against the following criteria:
  - Quality: Achieves goals reflecting a high standard and degree of excellence. This criterion is characterized by successful completion of identified projects, programs, goals and objectives in a manner, which exemplifies success, creativity, innovation, leadership, organizational abilities, problem solving, judgment and planning.
  - Quantity: Achieves high volume of completed projects, programs, goals and objectives that have a positive impact on the institution that is in alignment with overall strategic initiatives.
  - Planning and Timeliness: Plans and prioritizes initiatives in support of organization goals to meet objectives and deadlines.
  - Resource management: Manages the organization's resources, including all financial, technological, human and material resources, in an efficient and effective way to maximize results. Exercises accountability, transparency and effectiveness in resource management and use.

- **Interpersonal impact:** Promotes collegiality, cooperation, consideration and goodwill amongst colleagues, peers, subordinates and critical constituents in a positive work environment. Understands and fosters effective working relationships with internal and external constituencies. Supports, mentors and develops subordinate faculty and staff.
- **Decision-making:** Understands the impact of a decision by soliciting feedback and gathering information to provide timely direction in the achievement of goals and objectives.
- **Equal opportunity/affirmative action/gender equality:** Demonstrates commitment to the University's goals of diversity, equity, equal opportunity, and affirmative action.

Final ratings are then completed by the supervisor for EMs as follows:

- **Does Not Meet Expectations:** Performance failed to meet expectations in essential areas of responsibility and/or the most critical agreed upon goals were not met.
- **Meets Expectations:** Performance consistently met expectations in all essential areas of responsibility and the quality of overall work was very good. The most critical annual agreed upon goals were met.
- **Exceeds Expectations:** Performance consistently exceeded expectations in all essential areas of responsibility and the quality of overall work was excellent. Annual agreed upon goals and objectives were met.
- **Exceptional:** Performance far exceeded expectations due to exceptionally high quality of work performed in all essential areas of responsibility and either:
  - Included the completion of a major goal or project; or
  - Made an exceptional or unique contribution in support of agreed upon unit, department or University objectives.

This rating is achievable by any employee though given infrequently.

## GUIDELINES

Effective as of January 1, 2018, the President recommends a salary adjustment for those EMs who were in the position as of October 1, 2016, through a methodology based on performance during the period April 1, 2016 – March 31, 2017 as follows:

- "Meets Expectations" Rating = \$2,400 adjustment to base salary
- "Exceeds Expectations" Rating = \$2,400 adjustment to base salary and a one-time payment of 2% of base salary
- "Exceptional" Rating = \$2,400 adjustment to base salary and a one-time payment of 3% of base salary

In summary, there are a total of *approximately* 174 out of 198 current EMs that are eligible for receiving an adjustment in one or more groups; however, because the effective date of the adjustment is January 1, 2018, this number may decrease depending on separations that occur before then.

#### OTHER COMPARABLES:

For the similar period in question, all HGEA UNIT 08 employees (i.e., Administrative, Professional, Technical or "APT") received an across the board increase of approximately 3.2% to the base salary during FY 2018 and 3.45% during FY2019.

Additionally, all UHPA UNIT 07 employees received an across the board increase of 2.13% plus \$500 to the base salary in FY 2018 and 2.82% plus \$500 to the base salary during FY 2019.

In addition to faculty and APT increases, the following salary survey information is provided for reference purposes for both the local and higher education markets.

- *Hawai'i executive data.* Hawai'i Employers Council reported in its 2017 Salary Adjustment Survey that the median actual increase for Hawai'i executives for the period July 2016 to June 2017 was 3%, which is the same as the national median reported. For the period July 2017 to June 2018, the projected median reported for Hawai'i executives is 2.5%, with the national median projected to be 3%. The actual pay adjustments reported for the previous three years were 3% (2014), 3% (2015), and 3% (2016).
- *Higher education institutions.* The CUPA-HR Administrators in Higher Education Salary Survey for the 2016-17 academic year reported that the median salary increase for public institutions was 2.7%. The median salary increases for public institutions for the past three years were 2.5% (2014), 2.5% (2015), and 2% (2016). The 2016-17 survey was completed by 1,125 higher education institutions, where 49% were public institutions.

#### CONCLUSION

In accordance with Regents Policy 9.212, this concludes the report of the President on the guidelines used for salary adjustments for eligible EMs.

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UNIVERSITY OF HAWAII  
BOARD OF REGENTS

John Morton  
Vice President for Community Colleges

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October 24, 2017

'17 OCT 23 P4 :19

MEMORANDUM

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

TO: Jan Naoe Sullivan  
Chair, Board of Regents

VIA: David Lassner  
President *David Lassner*

FROM: John Morton  
Vice President for Community Colleges *John Morton*

SUBJECT: Board of Regents Policy Review

The Board of Regents By-Laws Section 2.d.(2) charges the Personnel and Board Governance Committee with oversight to "Ensure board statutes, bylaws, policies, and rules are being reviewed and updated on a routine and regular basis." As established and documented in the Policies and Procedures Information System (PPIS), policies are to be reviewed on a three year rolling schedule with BOR Policies Chapters 1 through 4 to be reviewed in the 2017-2018 academic year.

As a first step in the process, the policies were assessed by administration and placed in one of four categories:

1. Policy should remain unchanged
2. Policy should be modified for editorial clarity or consistency with previous BOR actions or policy changes that are not accurately reflected in the policy under review
3. Policy should undergo a substantive review and modification
4. Policy should be repealed

In conducting this initial review, consultation was conducted with the UH officer with responsibility for oversight of the policy and other UH officials with expertise in the policy. The summary recommendations were then reviewed by all UH Officers prior to submittal to the committee.

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Honolulu, Hawaii 96822  
Telephone: (808) 956-7038  
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The purpose of this report is to share the recommended actions with the Committee and reach agreement on the next steps of this review process.

Attached to this memo is a summary of the actions recommended and a more detailed explanation of each policy under review and the rationale for the recommendation.

Six policies are being recommended for substantive review

RP 1.203	Rules of Practice and Procedure before the Board
RP 2.204	Policy on Board Self- Evaluation
RP 4.203	Unit Academic Plans
RP 4.204	Long-Range Physical Development Plans
RP 4.206	Enrollment Planning
RP 4.208	Sustainability Policy

In addition, the Board may wish to consider the development of a new Regents Policy on Policies to address the protocols for updating and managing policies as actions are considered and approved by the Board.

If concurrence is reached on the policies requiring substantive review, the Vice-President responsible for the policy area will work to prepare the revised policy, including any necessary consultation. The revised policies will then be submitted to the appropriate Board committee for deliberation and recommendation to the full Board. These revised policies will be completed within the next six months.

#### Attachment

1. Board of Regents Policy Review Summary

## BOARD OF REGENTS POLICY REVIEW SUMMARY

Policy No.	Title	Rec. Action	Notes / Details	VP Consult	Other Consult
1-201	Definitions	Minor changes	Eliminate redundancy; update Executive titles (see III.8)	Administration	
1.202	Relationship of the Board to Administration & University	Minor changes		Administration	
1.203	<b>Rules of Practice and Procedure before the Board</b>	<b>Substantive Review, after HAR repeal</b>	<b>Current policy only references HAR. When HAR is repealed, new rules of practice and procedure need to be added to Regents Policies</b>	<b>Administration Legal Affairs</b>	
1.204	Rights & Responsibilities of the UH Community	Delete after HAR repeal		Administration Legal Affairs	
1.205	Policy on Non-Discrimination and Affirmative Action	No change	Policy current with all State and Federal laws and regulations	Legal Affairs	EEO/AA Officers
1.206	University Seal	No change, recommend consolidate with 1.207 and 1.208		Administration	
1.207	University Logo	No change, consolidate with 1.207 and 1.208		Administration	
1.208	Coat of Arms	No change, consolidate with 1.207 and 1.208	Research history shows the coat of arms was adopted in 1954 but so far no color image can be found	Administration	



Policy No.	Title	Rec. Action	Notes / Details	VP Consult	Other Consult
1.209	Use of University's Name by National or Other Organizations	No change		Administration	
1.210	Faculty Involvement in Academic Decision-Making	No change	Should BOR develop a new policy on "shared governance"?	Academic Planning and Policy	
1.211	Severability	No change		Administration	Legal Affairs
2.201	Officers of the University of Hawaii	Minor changes	Update Executive Titles (III.A)	Administration	
2.202	Duties of the President	No change		Administration	
2.203	Policy on Evaluation of the President	No change		Administration	
2.204	<b>Policy on Board Self-Evaluation</b>	<b>Substantive Review</b>	<b>BOR may wish to have a more flexible policy in how it approaches self-evaluation</b>	<b>Administration</b>	
2.205	Policy on Whistleblowing and Retaliation	No change	Recently adopted policy, no review necessary	Administration	
2.206	Policy on Regents as Employees	No change	Recently adopted policy, no review necessary	Administration	
3.201	Major Organizational Units of the University of Hawaii	No change		Administration	
3.202	Reorganizations	No change		Administration	
3.203	Organization Chart	Minor changes		Administration	

Policy No.	Title	Rec. Action	Notes / Details	VP Consult	Other Consult
4.201	Mission and Purpose of the University	No change		Academic Planning and Policy	
4.202	Strategic Planning	No change		Academic Planning and Policy	
4.203	Unit Academic Plans	Substantive Review	Bring into line with IAFP and UH strategic plan targets; clarify review/approval procedures	Academic Planning and Policy	
4.204	Long-Range Physical Development Plans	Substantive Review	Bring into line with IAFP and P3 initiatives	Administration	
4.205	Institutional Accountability and Performance	No change		Academic Planning and policy	
4.206	Enrollment Planning	Substantive Review	Tie to biennium budget process is problematic	Academic Planning and Policy	
4.207	Community College System	No change		Community Colleges	
4.208	Sustainability Policy	Substantive Review	To be done in conjunction with revision of Executive Policy	Administration	

**BOARD OF REGENTS POLICY REVIEW**

**POLICY RP 1:201: Definitions**

**POLICY HISTORY**

Policy was adopted before 1990, and was amended in 1990 and 1993. The last substantive revision was in 2002, when VP for Academic Affairs was changed to executive VP. The policy was re-codified in 2014. Changes in titles for VP for Research (2013) and VP for Academic Affairs (2015) are not reflected in current policy.

**DRAFT RECOMMENDATION**

Minor editing and format changes only (eliminate redundancy, update executive titles)

**CHANGES RECOMMENDED**

1. Delete Section II. Definitions, as it is identical to Section III. Board of Regents Policy
2. Change Section III to Section II
3. In new Section II.A.8:
  - a. Change "executive vice-president for academic affairs" to "vice-president for academic planning and policy"
  - b. Change "vice-president for research" to "vice-president for research and innovation"
4. In Header, add 2017 date to "Prior Dates Amended" section
5. Update next Review Date to August 2020

**BOARD OF REGENTS POLICY REVIEW**

**POLICY RP 1.202 Relationship of the Board to Administration and University**

**POLICY HISTORY**

Policy was adopted before 1941, and was amended in 1941, 1942, 1944, 1961. The last substantive revision was in 2003. The policy was re-codified in 2014.

**DRAFT RECOMMENDATION**

No policy change is recommended at this time.

**CHANGES RECOMMENDED**

In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.

Update Review Date to August 2020.

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.203 Rules of Practice and Procedure before the Board</b>
<p><b>POLICY HISTORY</b>  Policy adoption date uncertain; refers only to Administrative Rules, Title 20, University of Hawai'i, Chapter 1 (earliest effective date cited is 1976). Policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  HAR Chapter 1 has been recommended for repeal. Once repealed, the existing RP 1.203 becomes obsolete. A new policy will need to be adopted to reflect the Rules of Practice and Procedure before the Board</p>
<p><b>CHANGES RECOMMENDED</b>    New policy to be developed by BOR office in consultation with General Counsel and submitted to the Personnel and Board Governance Committee for deliberation and recommendation to the full Board.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.204 Rights and Responsibilities of the University of Hawai'i Community</b>
<p><b>POLICY HISTORY</b>  Policy adoption date uncertain; refers only to Administrative Rules, Title 20, University of Hawai'i, Chapter 2 (earliest effective date cited is 1971.) Policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  Deletion. The policy currently only references HAR Chapter 2 that has been recommended for repeal by the Board. The content of the HAR is already included in other Board policies and the existing policy can be deleted.</p>
<b>CHANGES RECOMMENDED</b>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.205 Policy on Nondiscrimination and Affirmative Action</b>
<p><b>POLICY HISTORY</b>  Policy was adopted before 1976, and was amended in 1976 and 1991. The last substantive revision was in 2009. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No changes. Review by General Counsel and EEO/AA Officer confirmed that the current policy is consistent with all applicable Federal and State laws and regulations.</p>
<p><b>CHANGES RECOMMENDED</b>  In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update Review Date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.206 University Seal</b>
<p><b>POLICY HISTORY</b>  Policy was adopted before 1921, and was amended in 1921 and 1946. The last substantive revision was in 2002. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No policy change recommended at this time. In 2002 the seal and logo were modified through an internal design process. Further consideration of the seal and logo may be merited but should be done in conjunction with any future communication and/or fund raising campaigns.</p>
<p><b>CHANGES RECOMMENDED</b>  Consolidate the seal, logo, and coat of arms into a single policy.</p> <p>In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update review date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.207 University Logo</b>
<p><b>POLICY HISTORY</b>  Policy was adopted before 1970; The last substantive revision was in 2002. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No policy change recommended at this time. In 2002 the seal and logo were modified through an internal design process. Further consideration of the seal and logo may be merited but should be done in conjunction with any future communication and/or fund raising campaigns.</p>
<p><b>CHANGES RECOMMENDED</b>  Consolidate the seal, logo, and coat of arms into a single policy.</p> <p>In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update review date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.208 Coat of Arms</b>
<p><b>POLICY HISTORY</b>  Policy was adopted before 1954; the last substantive revision was in 2002. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No change is recommended at this time. The coat of arms was apparently adopted in 1954 but no color image can be found. The existing black and white image is not usable. No record has been found of a use for the coat of arms.</p>
<p><b>CHANGES RECOMMENDED</b>  Consolidate the seal, logo, and coat of arms into a single policy.</p> <p>In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update review date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.209 Use of University's Name by National or Other Organizations</b>
<p><b>POLICY HISTORY</b>  The policy was established in 1949, with no subsequent amendments. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No change is recommended at this time.</p>
<p><b>CHANGES RECOMMENDED</b>  No change in the policy is recommended at this time.  In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update Review Date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.210 Regents' Policy on Faculty involvement in Academic Decision-Making and Academic Policy Development</b>
<p><b>POLICY HISTORY</b>  Policy was adopted before 1979, and was amended in 1979. The last substantive revision was in 2002. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  Policy establishes faculty primary role in recommendations relating to academic programs and policy. No change recommended.</p>
<p><b>CHANGES RECOMMENDED</b>  No change in the policy is recommended at this time.  In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update Review Date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 1.211 Severability</b>
<p><b>POLICY HISTORY</b>  The policy was established as effective in 2002 and has not been amended. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No change is recommended at this time. Policy establishes Board as sole arbiter of any conflicts or interpretations of the Regents Policies.</p>
<p><b>CHANGES RECOMMENDED</b>  No change in the policy is recommended at this time.  In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update review date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 2.201 Officers of the University of Hawai'i</b>
<p><b>POLICY HISTORY</b>  Policy was adopted before 1996, and was amended in 1966, 1978, 1985, 1986, 1990, 1993, 1997, 2002, and 2008. The last substantive revision was in 2014, when the policy was also re-codified.</p>
<p><b>DRAFT RECOMMENDATION</b>  Minor changes only (update executive titles in III.A)</p>
<p><b>CHANGES RECOMMENDED</b></p> <ol style="list-style-type: none"> <li>1. Section III.A.6: Change "Vice president for academic affairs" to "Vice president for academic policy and planning"</li> <li>2. Section III.A.11: Change "Vice president for research" to "Vice president for research and innovation"</li> <li>3. In Header, add 2017 date to "Prior Dates Amended."</li> <li>4. Update Review Date to August 2020.</li> </ol>



**BOARD OF REGENTS POLICY REVIEW**

**POLICY RP 2.202 Duties of the President**

**POLICY HISTORY**

The policy was adopted before 1966. It was amended in 1966, 1974, 1978, 1993, 1997 and 2002. The last substantive revision was in 2014.

**DRAFT RECOMMENDATION**

No change is recommended at this time.

**CHANGES RECOMMENDED**

No change in the policy is recommended at this time.

In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.

Update review date to August 2020.

**BOARD OF REGENTS POLICY REVIEW**

**POLICY RP 2.203 Policy on Evaluation of the President**

**POLICY HISTORY**

Policy was adopted before 1982 and amended in 1982. The last substantive revision was in 2014.

**DRAFT RECOMMENDATION**

No change is recommended at this time.

**CHANGES RECOMMENDED**

No change in the policy is recommended at this time.

In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.

Update review date to August 2020.

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 2.204 Policy on Board Self-Evaluation</b>
<b>POLICY HISTORY</b> The policy was adopted in 2006, and modified in 2014.
<b>DRAFT RECOMMENDATION</b> Substantive review and possible major revision recommended. The existing policy may be too prescriptive in terms of the timetable and required evaluation methods. The Personnel and Board Governance committee is already examining changes and/or improvements in the evaluation process which can be incorporated into a revised policy.
<b>CHANGES RECOMMENDED</b>  Personnel and Board Governance Committee work with Board staff and General Counsel to prepare a revised policy for recommendation to the full Board.

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 2.205 Policy on Whistleblowing and Retaliation</b>
<b>POLICY HISTORY</b> Policy was adopted in 2016.
<b>DRAFT RECOMMENDATION</b> No change is recommended at this time. The policy is newly adopted.
<b>CHANGES RECOMMENDED</b> No change in the policy is recommend at this time. In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section. Update Review Date to August 2020.

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 2.206 Policy on Regents as Employees</b>
<b>POLICY HISTORY</b> The policy was adopted in 2017.
<b>DRAFT RECOMMENDATION</b> No change is recommended at this time. The policy is newly adopted.
<b>CHANGES RECOMMENDED</b> No change in policy is recommended at this time. In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section. Update Review Date to August 2020, in line with other policies in this chapter.

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 3.201 Major Organizational Units of the University of Hawai`i</b>
<b>POLICY HISTORY</b> The policy was adopted in 2007, and amended in 1978, 1985, 1989, 1990, and 2001. The last substantive revision was in 2007. The policy was re-codified in 2014.,
<b>DRAFT RECOMMENDATION</b> No change is recommended at this time.
<b>CHANGES RECOMMENDED</b> No change in the policy is recommended at this time. In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section. Update Review Date to August 2020.

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 3.202 Reorganizations</b>
<p><b>POLICY HISTORY</b>  The policy was adopted prior to 1978. It was amended in 1978, 1985, 1989, 1990 and 2001. The last substantive revision was in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No change is recommended at this time.</p>
<p><b>CHANGES RECOMMENDED</b>  No change in the policy is recommended at this time.  In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update Review Date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 3.203 Organization Chart</b>
<p><b>POLICY HISTORY</b>  The policy was adopted before 1985; it was amended in 1985, 1987, 1989, 1990, 1993, 1997, 1998, 2001, 2004, 2005 and 2007. The last substantive revision was in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  Minor editing changes only (add new reference)</p>
<p><b>CHANGES RECOMMENDED</b></p> <ol style="list-style-type: none"> <li>1. VI.B: add reference to Administrative Procedures on Organizational and Functional Changes (A3.101)</li> <li>2. In Header, add 2017 date to "Prior Dates Amended" section</li> <li>3. Update Review Date to August 2020.</li> </ol>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 4.201 Mission and Purpose of the University</b>
<p><b>POLICY HISTORY</b>  The policy was adopted prior to 1970. It was amended in 1970, and 2002. The last substantive revision was in 2009. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No change is recommended at this time.</p>
<p><b>CHANGES RECOMMENDED</b>  No change in the policy is recommended at this time.  In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update Review Date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 4.203 Unit Academic Plans</b>
<p><b>POLICY HISTORY</b>  The policy was adopted prior to 1978. It was amended in 1978, and 1997. The last substantive revision was in 2002. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  Substantive review and revision recommended to bring the policy into alignment with the Integrated Academic and Facilities Plan</p>
<p><b>CHANGES RECOMMENDED</b>  Vice-President for Academic Planning and Policy and Vice-President for Administration to develop revised policy with all necessary consultation. The revised policy will be submitted to the Academic and Student Affairs Committee and the Planning and Facilities Committee for deliberation and recommendation to the full Board.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 4.204 Long-Range Physical Development Plans</b>
<p><b>POLICY HISTORY</b>  The policy was adopted prior to 1966. It was amended in 1966, 1989, and 1997. The last substantive revision was in 2002. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  Substantive review and revision recommended to bring the policy into alignment with the Integrated Academic and Facilities Plan and with P3 initiatives of the Board</p>
<p><b>CHANGES RECOMMENDED</b>  Vice-President for Administration to develop revised policy with all necessary consultation. The revised policy will be submitted to the Planning and Facilities Committee and Academic and Student Affairs Committee for deliberation and recommendation to the full Board.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 4.205 Institutional Accountability and Performance</b>
<p><b>POLICY HISTORY</b>  The policy was adopted prior to 1989. It was amended in 1989 and 1999. The last substantive revision was in 2002. The policy was re-codified in 2014.</p>
<p><b>DRAFT RECOMMENDATION</b>  No change is recommended at this time. The accountability and performance measures are well integrated into the strategic planning process and reporting to the Board.</p>
<p><b>CHANGES RECOMMENDED</b>  No change in the policy is recommended at this time.  In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section.  Update Review Date to August 2020.</p>

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 4.206 Enrollment Planning</b>
<b>POLICY HISTORY</b> The policy was adopted in 2002, and re-codified in 2014.
<b>DRAFT RECOMMENDATION</b> Substantive review and major revision recommended. The current policy is linked to the biennium budget process and should instead be linked to the Integrated Academic and Facilities Plan and the unit strategic plans.
<b>CHANGES RECOMMENDED</b> Vice-President for Academic Planning and Policy to develop revised policy with all necessary consultations. The revised policy will be submitted to the Academic and Students Affairs Committee for deliberation and recommendation to the full Board.

<b>BOARD OF REGENTS POLICY REVIEW</b>
<b>POLICY RP 4.207 Community College System</b>
<b>POLICY HISTORY</b> The policy was adopted in 2002, and re-codified in 2014.
<b>DRAFT RECOMMENDATION</b> No change is recommended at this time. Policy is still an accurate description of the community college system and its role within the University.
<b>CHANGES RECOMMENDED</b> No change in the policy is recommended at this time. In Header section, add "Reviewed in August 2017" after "Prior Dates Amended" section. Update Review Date to August 2020.

**BOARD OF REGENTS POLICY REVIEW**

**POLICY RP 4.208 Sustainability Policy**

**POLICY HISTORY**

The policy was adopted in 2015.

**DRAFT RECOMMENDATION**

Substantive review recommended. The existing policy includes procedures that should be considered as a part of the revised executive policy.

**CHANGES RECOMMENDED**

Vice-President for Administration will develop a revised policy including all necessary consultations. The revised policy will be submitted to the Planning and Facilities Committee and possibly the Academic and Student Affairs Committee for deliberation and recommendation to the full Board.