The 2009-2015 Agreement between the University of Hawai‘i Professional Assembly and the Board of Regents of the University of Hawai‘i (Article X: Department or Division Procedures Governing Tenure, Promotion, and Contract Renewal, Section B. Minimum Requirements for Departmental Procedures) states that “Written Department or Division Personnel Committee (DPC) procedures shall at a minimum provide for ...(c) allowing only Faculty Members of equal or higher rank to vote on applications for promotions...”

Under the College reorganization of 2012, a new Division of Hawaiian Programs was created within University College. In order to ensure that all faculty are equitably represented and to ensure that the University College DPC is appropriately constituted to meet the requirement stated above, we propose to modify the basic criteria of membership (see University College Guidelines and Procedures of January 2004, under Membership, section 2; subsequently modified in March 2006) as follows (new language in boldface):

“2. The DPC shall be composed of five (5) full-time tenured faculty members from University College, excluding the Division Chairs. The DPC shall be composed of one (1) member from Humanities / Social Sciences; one (1) member from Language Arts (the Off-Campus Program will be included in this group); one (1) member from Math / Natural Sciences; one (1) member from Hawaiian Programs; and one (1) member elected at large. At least three (3) of the members shall be at rank 4 or 5. At least one member of the DPC shall have previously served on a DPC.”

To accomplish this balance of representation and rank, we propose that the Committee on Committees, in preparing for annual elections, create a ballot that appropriately separates rank 4 and 5 from rank 3 within each of the four divisions of University College.

All other conditions of membership as presently stated will remain the same.

Approved / Disapproved:

Erika L. Lacro, Chancellor
Honolulu Community College

Approved / Disapproved:

James D. Kandash

J. N. Musto, Executive Director
University of Hawai‘i Professional Assembly

Date 4/25/13

Date 5/8/13