

Executive Policy Chapter 9 Personnel
Executive Policy EP 9.xxx, Teaching Assignments for Instructional Faculty
Effective Date: xxxx, 2017
Prior Dates Amended: new policy
Responsible Office: Office of the Vice President for Academic Planning and Policy
Governing Board of Regents Policy: RP 9.214 Teaching Assignments for Instructional Faculty
Review Date: xxx, 2020

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I. Purpose

- A. To clarify the responsibilities related to the posting of the teaching equivalencies and the faculty's curriculum vitae.
- B. To clarify the responsibility of the faculty in providing a current curriculum vitae.

II. Definitions

No policy-specific or unique definitions apply

III. Executive Policy

- A. Teaching Equivalencies
 - 1. The President delegates to the Chancellors the responsibility of publicly posting the teaching equivalencies for every unit from a single point on each campus website.
- B. Curriculum Vitae
 - 1. A curriculum vitae includes, at a minimum, a summary of the faculty member's teaching, research, service and other professional activities.
 - 2. Each tenured or tenure track faculty shall maintain and update their own curriculum vitae at least every two years.
 - 3. The curriculum vitae shall be available on a website accessible to the public.
 - 4. The campus administration will assist, as needed, the posting of a faculty member's curriculum vitae.
 - 5. The use of the curriculum vitae for evaluative purposes shall be subject to either consultation or bargaining to the extent governed by Chapter 89, Hawaii Revised Statutes.

IV. Delegation of Authority

- A. The President delegates to the Chancellors the responsibility of publicly posting the teaching equivalences for every unit from a single point on each campus website.

V. Contact Information

The Office of the Vice President for Academic Policy and Planning. Phone number 9566897 or email, evpaa@hawaii.edu

VI. References

None

Approved:

David Lassner
President

<Date>

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