

**Memorandum of Understanding  
2009 Program Review  
University of Hawai'i at Hilo  
Japanese Studies Program  
College of Arts and Sciences  
March 2009**

Members of the Japanese Studies faculty, the Division Chairs of Humanities and Social Sciences, the Dean of the College of Arts and Sciences, the Vice Chancellor for Academic Affairs and the Assistant Vice Chancellor for Academic Affairs met on February 25, 2009 to review and discuss issues resulting from the Japanese Studies program review of November 2006. The report by the Japanese Studies Program (on file), the report by the external reviewer (on file), and the Dean's response to the external reviewer's report (on file) were the basis for the discussion. The group agreed upon the summary points and action plan that follow:


**Summary:**


1. The Japanese Studies Program faculty is highly productive, and the program has maintained a strong major count.
2. As is the case with other Interdisciplinary Programs, the SSH generated by the program cannot be identified, since students are not permitted to register in the JPNST alpha for cross listed courses. All SSH goes to the home department of the faculty member teaching the class.
3. Some members of the Program are concerned that the home department, rather than the Japanese Studies Program, has control over what courses are offered and the primary focus of those courses.
4. Three out of five members of the search and screen committee for Dr. Lawrence Rogers' replacement are members of the Japanese Studies faculty.
5. While there is general consensus as to who constitutes the faculty of Japanese Studies, there is no formalized criteria for membership in the program.


**Action Plan:**

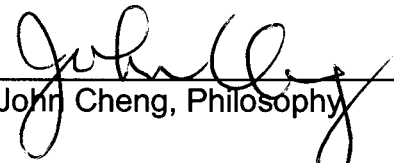
1. The Japanese Studies faculty will write by-laws, which will include precise descriptions of
  - how the faculty of the program is determined
  - how voting members are determined
  - how the Program Chair is selected
  - the term length for the Program ChairBy-laws will be forwarded to the Dean of the College
2. The program will create an advisory board or steering committee comprising a subset of program faculty

3. The Dean will be provided with a list of the program faculty, voting faculty, and advisory board/steering committee members.
4. Japanese Studies faculty agree to develop a systematic assessment plan with measureable goals and student learning outcomes. Dr. Ippolito has volunteered to coordinate this effort.
5. The Chair of the Japanese Studies Program will review the two-year schedules of departments that contribute to the Japanese Studies and will provide the Dean with a 2-year schedule for Japanese Studies.

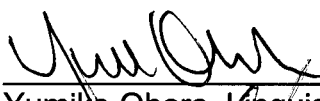
  
 Randy Hirokawa, Dean, CAS


  
 Scott Saft, Linguistics

  
 Philip Castille, Vice Chancellor  
 Academic Affairs

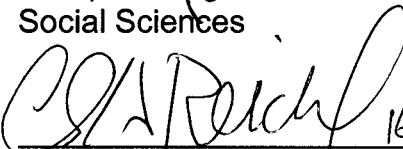
  
 John Cheng, Philosophy 4/15/09

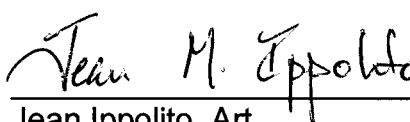
  
 David Miller, Chair, Humanities 4-15-09


  
 Yumiko Ohara, Linguistics 4-15-09

  
 Rick Castberg, Chair  
 Social Sciences 4/14/09

  
 Yoshi Miike, Communication 3/17/09


  
 Chris Reichl, Program Chair  
 Japanese Studies 16 March 2009

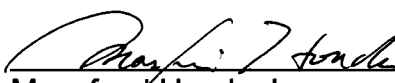
  
 Jean Ippolito, Art 4/15/09

  
 Lawrence Rogers, Languages 4/3/2009

  
 Enbao Wang, Political Science 4-15-09

  
 Yoshiko Okuyama, Languages 3/13/09

  
 Yucheng Qin, History 4-15-09

  
 Masafumi Honda, Languages 3/13/09