



UNIVERSITY  
of HAWAII<sup>o</sup>  
**HILO**

University of Hawai'i at Hilo Administration  
Office of the Chancellor

September 16, 2013

**MEMORANDUM**

TO: Michael Shintaku  
Chair, Faculty Congress

FROM: *Donald D. Straney*  
Donald Straney  
Chancellor

SUBJECT: Motion to Establish a Campus-Wide Smoking Ban

I am in receipt of your memorandum of September 6, 2013, transmitting a Faculty Congress recommendation to establish a campus-wide smoking ban.

By copy of this memorandum, I am requesting Vice Chancellor Marcia Sakai examine the steps necessary to create and implement a campus-wide non-smoking plan and to recommend a plan to me by the end of the fall 2013 semester.

cc: Marcia Sakai, Vice Chancellor for Administrative Affairs