



UNIVERSITY
of HAWAII
HILO

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

October 16, 2013

MEMORANDUM

TO: Michael Shintaku
Chair, Faculty Congress

FROM: *Donald Straney*
Donald Straney
Chancellor

SUBJECT: Sabbatical Leave Reporting

This is to acknowledge that I am in receipt of Faculty Congress' motion that faculty returning from sabbatical leave provide a written report of their activities in accordance with the UHPA bargaining agreement.

I concur with the motion, and, by copy of this memorandum, am requesting Vice Chancellors Matt Platz and Luoluo Hong to convene a meeting of Deans and Directors in Academic Affairs and Student Affairs to recommend a process for reporting sabbatical leave activities.

cc: Matt Platz, Vice Chancellor for Academic Affairs
Luoluo Hong, Vice Chancellor for Student Affairs

200 West Kāwili Street
Hilo, HI 96720-4091
Telephone: (808) 974-7444
Fax: (808) 974-7622
Web: hilo.hawaii.edu

An Equal Opportunity/Affirmative Action Institution