PROPOSED CHANGES (GRADUATE COUNCIL VOTE 01-26-12)
Section 9-2 Classification Plans and Compensation Schedules.

a. Except for Civil Service positions, the Board shall classify all positions in the University and establish compensation schedules as appropriate.

b. The President, with the exception of select undelegated executive and managerial personnel, is authorized, consistent with existing statutes and Board policies, to grant special salary adjustments in situations where funds are available and the adjustments are warranted on the basis of retention, market, equity, and/or merit.

c. Executive and managerial positions are classified and compensated in accordance with the Executive and Managerial Personnel Policies in Section 9-12.

d. Compensation shall be in accordance with provisions reflected in the most current collective bargaining agreement negotiated between the University and exclusive collective bargaining representative. In the event that the faculty member is not subject to collective bargaining, the President shall have the authority to establish compensation guides.

e. The classifications of faculty positions in the University shall be as provided below.

(1) Hawai‘i State law provides that “The Board of Regents shall classify all members of the faculty of the University including research workers, extension agents, and all personnel engaged in instructional work...” (Hawai‘i Revised Statutes, 304-1002).

(2) The President is delegated authority to establish a faculty classification plan, administer the plan and make amendments to the plan provided that any new faculty categories or permissible campus faculty groups shall be subject to prior approval of the Board.

(a) The plan may include the following faculty categories: Instruction (‘I’ for all faculty excluding law and clinical medicine faculty; J for law; M for clinical medicine); and C for community colleges); Researcher (R), Specialist (S), Librarian (B), Extension Agent (A), Graduate Teaching Assistant, Lecturer, Visiting and Other Faculty and Non-compensated Faculty.

(b) At a minimum, the faculty classification plan shall include general statements of duties and responsibilities and minimum qualification requirements. 1. When the situation warrants, and especially in those fields where advanced degrees are not commonly held by faculty members, other evidences of scholarly, artistic or professional attainment may be accepted in lieu of advanced degrees. In general, "equivalents" will be used sparingly and only when there is clear evidence that the substituted items of training and experience are in fact equivalent in qualifying the faculty member for the individual's duties and responsibilities.
(3) Titles of positions are determined by the Board, and no faculty member may use any title not specifically authorized. Members of the faculty in divisions other than instruction, when engaged in teaching, shall bear the instructional title appropriate to their grade.

(4) University of Hawai‘i at Mānoa Classification Schedules.

(a) The Board faculty classification system includes seven general categories for the University of Hawai‘i at Mānoa with grades within each category

1. Instruction ('I' for all faculty excluding law and clinical medicine faculty; J for law; M for clinical medicine), includes graduate teaching assistants, instructors, assistant professors, associate professors, and professors.

2. Researcher (R), includes junior researchers, assistant researchers, associate researchers, and researchers. When applicable, the R series titles substitute the special area for the word "researcher," for example, "Assistant Agronomist," "Associate Meteorologist," or "Plant Pathologist".

3. Specialist (S), includes junior specialists, assistant specialists, associate specialists, and specialists. The S series is used for specialties not primarily involved with research, for example, "Associate Specialist in Student Personnel".

4. Librarian (B), includes ranks II to V.

5. Extension Agent (A), includes junior extension agents, assistant extension agents, associate extension agents, and county extension agents.

6. Graduate Teaching Assistant

7. Lecturer includes persons employed for short-term teaching assignments, usually on a part-time basis.

(b) Clinical titles for non-compensated faculty appointments in Health Science and Social Welfare.

1. The titles Clinical Professor, Associate Clinical Professor, Assistant Clinical Professor, Clinical Instructor and Clinical Teaching Assistant are non-compensated appointments in the Colleges of Health Sciences and Social Welfare (medicine, nursing and dental hygiene, and social work) for practitioners with professional qualifications in the health and welfare sciences who take an active role in formal teaching, tutorials, clinical instruction, hospital practice or field guidance of students.
The faculty classification system includes the following categories, and grades within.

1. **Instruction (I)** for all faculty, except for faculty in Pharmacy (I-P), Clinical Pharmacy (I-PC) or Nursing (I-N). Includes Instructors, Assistant Professors, Associate Professors, and Professors.

2. **Researcher (R)** includes Assistant Researchers, Associate Researchers, and Researchers. When applicable, 'R' series titles substitute the special area for the word "Researcher," for example, "Assistant Agronomist," "Associate Meteorologist," or "Plant Pathologist."

3. **Specialist (S)** includes Junior Specialists, Assistant Specialists, Associate Specialists, and Specialists. The S series is used for specialties not primarily involved with research, for example, "Associate Specialist in Student Personnel."

4. **Librarian (B)** includes ranks B2 to B5.

5. **Extension Faculty (E)** work to address local, county, and state needs in a range of rural and sustainability areas. This classification may include teaching responsibilities. The E series includes Junior Extension Faculty, Assistant Extension Faculty, Associate Extension Faculty, and Full Extension Faculty.

6. **Graduate Assistants** are a half-time, non-tenurable academic positions. Appointments may be either nine months or eleven months. There are two types: Graduate Teaching Assistants (GTA) and Graduate Research Assistants (GRA). Graduate Teaching Assistants may be assigned to teach undergraduate classes, assist in grading, advising, or administrative duties, or teach laboratory or discussions sessions. Graduate Research Associates assist faculty in research activities. Graduate Assistants must be full-time graduate students admitted or registered in a graduate program for an advanced degree.

7. **Lecturer** includes persons employed for short-term teaching assignments, usually on a part-time basis.

8. **Cooperating Faculty** includes current University employees who perform temporary teaching, research, or administrative functions in connection with established programs outside of their primary appointment. Cooperating appointments are recommended by both the primary and affiliate academic departments/schools and are approved by the Dean(s) and Chancellor. Cooperating appointments are given at the appropriate rank (Assistant Cooperating Professor, Associate Cooperating Professor, or Cooperating Professor) depending on the qualifications of the appointee.
9. Affiliate Faculty applies to non-University personnel who have a demonstrated professional expertise and are enlisted to perform temporary teaching, research, or administrative functions. Affiliate appointments are recommended by the appropriate academic departments/schools and approved by the Dean and Chancellor. Affiliate appointments are given the appropriate title (examples: Affiliate Researcher, Affiliate Specialist, Affiliate Instructor, Affiliate Professor) depending upon the qualifications of the appointee. Time spent as Affiliate Faculty may not be applied toward tenure and promotion.

(6) University of Hawai‘i - West O‘ahu

(a) The faculty classification system includes three categories for the University of Hawai‘i-Hilo and the University of Hawai‘i – West O‘ahu, with grades within each category:

1. Instruction (‘I’ for all faculty), includes graduate teaching assistants, instructors, assistant professors, associate professors, and professors.

2. Lecturers include persons employed for short-term teaching assignments, usually on a part-time basis.

3. Affiliate Faculty is a non-compensated appointment usually to professional personnel with a particular interest or capability which may contribute to the teaching or research program of the campus; except for occasional lectures or consulting with individual students, affiliate faculty do no teaching. Authority to appoint Affiliate Faculty is delegated to the President who shall promulgate policies and procedures relating to the selection and appointment of Affiliated Faculty.

(7) Community College and Maui College Classification Schedule

(a) The faculty classification system includes one category for the community colleges and Maui College with grades within each category:

1. Instruction includes lecturers, instructors, assistant professors, associate professors, and professors.

(b) The plan may include statements of classification principles for use in the classification of community college faculty.