MEMORANDUM

TO: Tom Apple
Chancellor, University of Hawai‘i at Mānoa

VIA: Kathy Cutshaw
Vice Chancellor for Administration, Finance, and Operations

FROM: Deborah Huebler
Director, Campus Services

SUBJECT: Proposed Name Change of Faculty Housing to University Housing

July 16, 2014

The Office of Campus Services department seeks your support in approving this name change request. Over the years, the function of the Faculty Housing program has evolved beyond the limited scope of just providing housing to members of the faculty. While the Faculty receives a high priority for placement in the housing, currently, we house various classifications of University employees. Since our tenants include all types of University employees, the current name of Faculty Housing is a misnomer and creates some confusion of the eligibility of certain personnel. Thus, to more accurately describe the breadth of its current and future activities, Faculty Housing requests a name change to “University Housing.”

This request is made in accordance with and pursuant to Administrative Procedure A3,101 University of Hawai‘i Organizational and Functional Changes dated March 2008, Section 9 which states that changes in titles of organizational segments be approved under delegated authority by the Chancellor for those that are two (2) supervisory levels below.

If you have any questions or issues regarding the above name change request, please contact me at x6-2980 or dhuebler @hawaii.edu.

Thank you.

[Signature]
Tom Apple, Chancellor

7/18/14

[Signature]
Date

7/22/2014

☑ copy to Personnel. ks