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UNIVERSITY OF HAWAII

OFFICE OF THE  
SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS

November 13, 1992

MEMORANDUM


TO: Interested and Affected Faculty, Staff, and Chairs

VIA: Richard Seymour  
Dean, LLL

Chuck Hayes  
Dean, Natural Science

Richard Dubanoski  
Dean, Social Sciences

Mark Juergensmeyer  
Dean, SHAPS

FROM: Kiyoshi Ikeda   
Interim Assistant Vice President  
for Academic Affairs

SUBJECT: Meeting with Faculty and Staff On Access and Use of the Kanewai Cultural Garden Facility

Following discussion with affected Deans and Directors concerning safety, security, and academic uses and understandings, I am prepared to permit structured access and use of the Kanewai Cultural Garden facility for well-defined academic uses by faculty and staff for the balance of the Fall Semester of 1992.

I have scheduled a meeting in Bachman 203 on Wednesday, November 18 at 12:30 p.m. to review understandings and procedures governing access and use with you, your Chairs/Directors, and affected Deans.

1. Understandings Concerning Academic Access and Use.

- a. The Kanewai Cultural Garden will be open for scheduled and approved academic uses and activities for the balance of the Fall Term upon agreement of terms and conditions governing such access and uses.
- b. Three conditions govern such academic access and use:
  - (1) Faculty and staff and students will sign a waiver of health and safety upon entry into the Garden area, given the condition of the Manoa Stream waters. Such waivers will be filed with the Dean of SHAPS.
  - (2) Faculty and staff and students will work under all conditions and terms governing the use of academic facilities at UH Manoa for academic purposes.
  - (3) Faculty and staff will arrange with their Deans to obtain approval for access and academic uses and will be the only parties scheduled for academic access and use.
    - (a) No person or party outside of the academic community at UH Manoa will be involved in the proposed and scheduled academic use of the Garden. Such parties, during the period of construction will not be permitted access to the Garden area until further notice. Violation of this trust will lead to closure of the Garden until further notice.
    - (b) Non-approved and non-schedule access and use of the Garden area will lead to removal from the premises as is applicable to any University facility.
    - (c) Special requests for non-scheduled use by faculty and staff must be cleared and approved with the Dean of SHAPS with in consultation with Interim Assistant Vice President for Academic Affairs Kiyoshi Ikeda.

2. Procedures and Understandings Regarding Academic Access and Use of the Garden. Following agreement on procedures and understandings, the faculty and staff will work with their respective Chairs/Directors and Deans to submit written requests indicating well-defined academic uses and proposed schedule of academic activities. The Deans will provide written approval.

(Continuing Use of Other Suitable Locations and Facilities. Academic Affairs will continue to assist faculty and staff in any way possible to continue to use suitable locations in and around the campus for the duration of the closure.)

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- a. SHAPS Staff Will Schedule All Approved Requests. Copies of schedules and approvals will be transmitted by the Deans to Dean Mark Juergensmeyer, whose office will oversee overall scheduling among the faculty and staff requiring use of the facility.
- b. Security Staff to Assist in Monitoring Academic Climate. Following understandings involving the meeting with the Deans and Directors, scheduled academic access and use will require the presence of UH Security staff to assist in maintaining academic climate during scheduled activities.

Any interference with academic activities in and around the garden by scheduled participants, community parties and/or other non-scheduled academic parties will require attention to ensure academic understandings and a positive climate for scheduled academic participants. Where academic setting and valued climate is disruptive of the scheduled activities, closure will follow until further notice.

- c. Access During Sewer Line Work. Director of Campus Operations Allan Ah San has indicated that there will be about seven days of closure required for completing the sewer line work near the entrance to the Garden. The exact time and dates are not known at this time.

Where proper safety and security can be arranged, the work around the sewer line could be closed off to allow for alternative access for scheduled academic uses for the balance of the Garden area. I will rely on Director Ah San's counsel on feasibility.

3. Planning for the Spring Term. We will require your best counsel and cooperation to settle on how best to proceed on academic access and use for the Spring Semester of 1993.

I deeply appreciate your presence and participation on Wednesday. If your schedule precludes attendance, please have others communicate your good thoughts or leave your good written comments and notes with appropriate parties to forward to me.

- c: Interim President Yuen  
Interim Senior Vice President Goodman  
Vice President Horii  
Director of Campus Operations Ah San  
Director Agbayani  
Program Officer Thomas