

HOUSE OF REPRESENTATIVES  
THE TWENTY-EIGHTH LEGISLATURE  
INTERIM OF 2015

COMMITTEE ON HIGHER EDUCATION

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Rep. Linda Ichiyama, Vice Chair

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NOTICE OF INFORMATIONAL BRIEFING

DATE: Tuesday, October 27, 2015  
TIME: 9:00 a.m.  
PLACE: Conference Room 309  
State Capitol  
415 South Beretania Street

A G E N D A

The purpose of this informational briefing is to ascertain the protocols and processes involved when the University of Hawaii undertakes obligations and commitments with other parties.

**List of presenters to include the following or their representative:**

- David Lassner, President, University of Hawaii
- Carrie K.S. Okinaga, Vice-President, Legal Affairs and University General Counsel
- Glenn Shizumura, Director, Office of the Internal Audit
- Robert Bley-Vroman, Chancellor, UH Manoa
- David Matlin, Director, UH Manoa Athletics
- Board of Regents
- Others by invitation

**Topics to be covered:**

- Learn about the procedures followed and safeguards implemented by the University to ensure that all parties are aware of their legal obligations and commitments.
- Learn about who is authorized to make obligations and commitments on behalf of the University and under what circumstances.
- Learn about the plans, if any, for organizational or structural changes to prevent and/or reduce claims brought against the University.



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- Learn about the procedures or policies regarding legal counsel provided to the various campuses and the University of Hawaii System, including, but not limited to, any jurisdictional issues.
- Learn about the process to initiate claims on behalf of the University.
- Determine who is responsible for dispute resolution within the University and between the University and other parties.
- Determine if disclosure for future losses from litigation needs to be made on the records of the University, including financial audits, for potential litigation losses.
- Determine what University resources are currently available to manage the above-mentioned concerns.
- Determine if future legislation is required to address the above-mentioned concerns.
- Discuss any other subject that will prevent further loss of resources to the detriment of the University's students.
- Other items.

**NO PUBLIC TESTIMONY WILL BE ACCEPTED**

For invited presenters, written testimony is strongly recommended to allow committee members time to review the information to be presented. Drop material off at Vice-Chair Ichiyama's office, Room 327, by: **Friday, October 23, 2015** (end of day.)

Each presenter will be limited to five minutes to allow ample time for questions.

If you are bringing materials the day of the informational briefing, **bring 20 copies.**

If you require special assistance or auxiliary aids and/or services to participate in the informational briefing (i.e., sign language interpreter or wheelchair accessibility), please contact the Committee's Vice-Chair's office at (808) 586-6220 to make a request for arrangements at least 24 hours prior to the briefing. Prompt requests help to ensure the availability of qualified individuals and appropriate accommodations.

For further information, please call the Committee Clerk at (808) 586-8475.

*Isaac W. Choy for*

Rep. Isaac W. Choy  
Chair

*Joseph M. Souki for*

Rep. Joseph M. Souki  
Speaker of the House

