



UNIVERSITY  
of HAWAII®  
SYSTEM

September 14, 2021

**MEMORANDUM**

TO: Council of Chief Academic Officers  
Council of Senior Student Affairs Officers  
Faculty Senates  
Student Caucus

FROM: Debora J. Halbert *Debora Halbert*  
Associate Vice President for Academic Programs and Policy

Hae Okimoto *Hae Okimoto*  
Associate Vice President for Student Affairs

SUBJECT: Consultation on Proposed Changes to EP 6.201 Tuition Schedules

Executive Policy 6.201 relating to tuition schedules is currently under review by administration. After engaging in substantive informal consultation with UH officers, Council of Chief Academic Officers, Council of Senior Student Affairs Officers and All Campus Council of Faculty Senate Chairs, the proposed policy changes are hereby being submitted for formal consultation. **Please consult with your constituents and governing bodies and provide any comments using the attached form via email to [ovpas@hawaii.edu](mailto:ovpas@hawaii.edu) by October 14, 2021.**

**Justification for Policy Changes**

In order to establish the policy framework for cross-listing courses across campuses, revisions to EP 6.201 and EP 7.206 must be made. Specifically, the revision adds that classes cross-listed across campuses will be paid at the rate of the host campus, rather than the offering campus, and that the rate for upper division classes will be at the higher rate paid by community college students for upper division classes. Additionally, the policy adds in banded tuition which was previously articulated in the tuition schedule only and not in the written policy. The proposed revisions are being submitted for formal consultation now with the intent to implement in Fall 2022.

**Background**

In an effort to enhance student transfer, but also provide a possible method for small courses to generate larger enrollment, we have developed a process to cross-list courses across campuses. The UH Officers and CCAO have reviewed and support the proposal to link classes

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across campuses outside of Banner. The classes would be listed in both the primary (offering) campus schedule of courses, as well as at the campuses where the course would be taken. An agreed-upon code would identify the classes as linked, but otherwise it would be handled as a regular class at all campuses. Campuses must agree to link the classes before they will appear on the campus schedule. The classes would be combined for the small class size report, and the appropriate faculty would be credited with the class in the faculty workload report. The Schedulers and Banner team can implement for Spring 2022. STAR can easily implement the cross-listing.

While there are still procedures to develop regarding the distribution of tuition revenue and questions regarding curriculum and catalog, the initial step is to adapt the executive policy to support the process. Thus, two policy updates are needed in order to facilitate the cross-listing of courses across campuses.

- EP 7.206 on Concurrent Registration to allow community college students to take four-year courses through pinning and cross-listing.
- EP 6.201 on Tuition to allow the community college students to pay the two-year rate for these pinned classes, but pay the UH Hilo/UH West O'ahu rate for 300 level courses.

Attached are a redline version and clean copy of the revised policy and related attachment. The current policy is located at:

<https://www.hawaii.edu/policy/index.php?action=viewPolicy&policySection=ep&policyChapter=6&policyNumber=201&menuView=closed>

Please send comments or questions using the attached form to [ovpas@hawaii.edu](mailto:ovpas@hawaii.edu) by **October 14, 2021**. Thank you.

Attachments