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**MEMORANDUM**

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

TO: David Lassner  
President, University of Hawai'i

VIA : Donald Straney *Donald D. Straney*  
Chancellor, University of Hawai'i at Hilo

VIA: Robert Bley-Vroman *R. Bley-Vroman*  
Chancellor, University of Hawai'i at Mānoa

VIA: Michael Bruno *Michael Bruno*  
Vice Chancellor for Research, University of Hawai'i at Mānoa

FROM: Guenther Hasinger *Guenther Hasinger*  
Director, Institute for Astronomy, University of Hawai'i at Mānoa

SUBJECT: Cooperation in Astronomy Research and Education

The purpose of this memo is to memorialize and seek the approval of the President for understandings reached between the Institute for Astronomy (IfA), University of Hawai'i at Mānoa, and the University of Hawai'i at Hilo (UH Hilo) regarding cooperation in astronomy research and education.

With the planned establishment of the Thirty Meter Telescope, the planned decommissioning of several other telescopes, and the goal of a renewal of the UH lease for the astronomy precinct on Maunakea, a new paradigm for the University of Hawai'i astronomy on the Big Island has emerged. All parties agree that a strong, internationally recognized department of Physics & Astronomy at UH Hilo, together with an improved cooperation and integration with the Hilo branch of the IfA, are an essential prerequisite for a long-term sustainable interest of the State of Hawai'i in astronomy on Maunakea. To further this goal, UH Hilo needs to play a distinct and visible leadership role in important elements of the astronomy program, in particular the hands-on educational role in the STEM pipeline.

UH Hilo and IfA therefore agree on the following points:

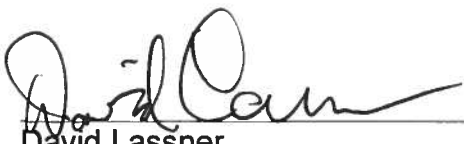
- A portion of all University of Hawai'i observing time on Maunakea telescopes will be allocated to UH Hilo for use in projects and programs to

support greater participation and improved preparation of Hawai'i students (in particular Hawai'i Island students) for professional careers.

- Up to 16 nights per year distributed over all telescopes (excluding the UH 88") will be reserved for this purpose and administered by UH Hilo. This will be implemented in three steps, 6 nights in the first five years, 10 nights in the second 5 years and 16 nights thereafter. These nights will be identified by UH Hilo before the regular TAC process and reserved by the IfA director.
- A fraction of 10-20% of the observing time on the UH 88" telescope will be reserved for the hands-on undergraduate astronomy education program. In exchange for its share of the observing time, UH Hilo will contribute to the UH 88" operation costs through an APT technician to support telescope operations. UH Hilo will retain the necessary personnel oversight through appropriate representation in the telescope management structure.
- UH Hilo commits to strengthening its astronomy program by hiring two more faculty and the above APT in addition to the existing five tenure and tenure-track faculty, two instructors and one APT. One hire focused on education and public outreach, already in progress, will be completed in two years, and one tenure-track faculty position is planned in the following two years. This represents a significant growth of the department.
- Both the UH Hilo Department of Physics & Astronomy and IfA will continue their efforts to provide a hands-on experience with observational astronomy techniques and instrumentation for UH undergraduate and graduate students. Possibilities of developing teaching telescope(s) on Haleakala and the Big Island will be pursued, starting with the Hilo campus.
- UH Hilo and IfA will cooperate more closely in the following areas:
  - IfA Hilo faculty teaching in the UH Hilo undergraduate and masters program will be offered cross-appointments at UH Hilo. The IfA Hilo faculty will contribute half of their teaching duty to the UH Hilo program. Distance learning possibilities for Hilo students participating remotely in Mānoa classes and personnel visits between the two sites will be enhanced.
  - UH Hilo faculty are invited to supervise graduate students in the UH Mānoa graduate program and will be offered cross-appointments at IfA. UH Hilo will enable teaching relief for graduate student supervision.

- UH Hilo takes the leadership in the hands-on undergraduate observing education (e.g. by developing a class for running the teaching telescopes, including the UH 88"). A fraction of UH Mānoa undergraduate students interested in getting hands-on observing experience can participate remotely in UH Hilo classes, or visit Hilo for period of time.

APPROVED:

A handwritten signature in black ink, appearing to read "David Lassner", written over a horizontal line.

David Lassner

President, University of Hawai'i