## OFFICE OF THE PRESIDENT, UNIVERSITY OF HAWAII SYSTEM

**President, University of Hawai‘i System** 89058

## OFFICE OF THE VICE PRESIDENT FOR BUDGET AND FINANCE / CHIEF FINANCIAL OFFICER

**VP for Budget and Finance/CFO** 89283  
**Private Secretary II** SR-22 100055

## UNIVERSITY BUDGET OFFICE

## FINANCIAL MANAGEMENT

## CENTRAL ADMINISTRATIVE AFFAIRS

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<td>Adm &amp; Fie Sup Sp</td>
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1 Excluded from position count  
2 To be redescribed  
3 No change to internal organizational structure

### APPROVED BY THE UNIVERSITY BOARD OF REGENTS

**JUN 2 1 2005**  
**Date**  

**Perm** General Fund 8.00
STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR
BUDGET AND FINANCE /
CHIEF FINANCIAL OFFICER

POSITION ORGANIZATION CHART

OFFICE OF THE VICE PRESIDENT FOR BUDGET AND FINANCE /
CHIEF FINANCIAL OFFICER

VP for Administration and Chief Financial Officer 89283

FINANCIAL MANAGEMENT
Director of Financial Management & Controller 89212

Administrative Off PBB 89173
Secretary III SR-16 15348

GENERAL ACCOUNTING AND LOAN COLLECTION
(See Chart II-A)

BURSAR
(See Chart II-B)

DISBURSING AND PAYROLL OFFICE
(See Chart II-C)

PROPERTY AND FUND MANAGEMENT OFFICE
(See Chart II-D)

FISCAL SERVICES OFFICE
(See Chart II-E)

PROCUREMENT AND REAL PROPERTY MANAGEMENT
(See Chart II-F)

*Excluded From Position Count, To Be Redescribed.
### GENERAL ACCOUNTING AND LOAN COLLECTION

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^ Excluded from position count, this chart

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**STATE OF HAWAII**
**UNIVERSITY OF HAWAII**
**SYSTEMWIDE ADMINISTRATION**
**VICE PRESIDENT FOR BUDGET AND FINANCE / CHIEF FINANCIAL OFFICER**

**POSITION ORGANIZATION CHART**

**CHART II-A**

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STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR
BUDGET AND FINANCE / CHIEF FINANCIAL OFFICER

POSITION ORGANIZATION CHART
CHART II-B

FINANCIAL MANAGEMENT
Director of Financial Management & Controller 89212^

BURSAR
Fiscal Accounting Sp PBC 77243

CASHIER'S OFFICE
Fiscal Acctg. Spec. PBB 81626
IT Specialist PBB 80787
Fiscal Acctg. Spec. PBB 81468
Fiscal Acctg. Spec. PBA 77556
Clerk IV SR-10 13713
Clerk IV SR-10 35137
Clerk IV SR-10 41986

TREASURY OFFICE
Fiscal Accounting Sp PBB 80432
Fiscal Accounting Sp PBA 77136
Clerk IV SR-10 18022
Clerk III SR-08 07464

^ Excluded from position count, this chart

NOV 18 2004
Financial Management
Director of Financial Management & Controller 89212

Disbursing and Payroll
Disbursing & Payroll Mgr PBC 80153
Fiscal Accounting SP PBB 80931

Secretary II SR-14 22263

Payroll
Payroll Officer PBB 80303

Pre-Audit Clk III SR-15 13907
Pre-Audit Clk II SR-13 14348
Pre-Audit Clk II SR-13 18084
Pre-Audit Clk II SR-13 21571
Pre-Audit Clk II SR-13 27017
Pre-Audit Clk II SR-13 26648
Pre-Audit Clk II SR-13 41884

Accounts Payable
Fiscal Accounting Sp PBB 81613

CHECK DISTRIBUTION
Clerk IV SR-10 22262
Clerk III SR-08 13895

ENCUMBRANCE AND PAYMENT PRE-AUDIT
Pre-Audit Clk IV SR-17 19370

Pre-Audit Clk III SR-15 21443
Pre-Audit Clk II SR-13 19368
Pre-Audit Clk II SR-13 05738
Pre-Audit Clk II SR-13 19367
Pre-Audit Clk II SR-13 13501

Pre-Audit Clk III SR-15 16965
Pre-Audit Clk II SR-13 16964
Pre-Audit Clk II SR-13 21444
Pre-Audit Clk II SR-13 19366

^ Excluded from position count, this chart

NOV 18 2004 General Fund
Perm 26.00
STATE OF HAWAII
UNIVERSITY OF HAWAII
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR
BUDGET AND FINANCE /
CHIEF FINANCIAL OFFICER
POSITION ORGANIZATION CHART
CHART II-E

FINANCIAL MANAGEMENT
Director of Financial Management & Controller 89212^

FISCAL SERVICES
IT Specialist PBC 79906

FINANCIAL SERVICES
IT Specialist PBC 80035
Fiscal Accounting Sp PBB 81095

^ Excluded from position count, this chart

NOV 18 2004
General Fund 3.00
STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR
BUDGET AND FINANCE / CHIEF FINANCIAL OFFICER

POSITION ORGANIZATION CHART

CHART II-F

FINANCIAL MANAGEMENT
Director of Financial Management & Controller  89212*

OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT
Proc & Prop Mgt Sp  PBD  77251

Secretary II SR-14  00489

Associate Director of PRPRM  PBC  80088

Clerk Typist III  SR-10  15272
Clerk Typist III  SR-10  30959
Clerk Typist III  SR-10  21577
Clerk Typist II  SR-06  19947

PROCUREMENT SECTION
Proc & Prop Mgt Sp  PBB  80627
Proc & Prop Mgt Sp  PBB  80509
Proc & Prop Mgt Sp  PBB  80568
Proc & Prop Mgt Sp  PBB  80565
Proc & Prop Mgt Sp  PBB  80579
Proc & Prop Mgt Sp  PBB  81417
Proc & Prop Mgt Sp  PBB  80567
Proc & Prop Mgt Sp  PBB  80564
Purchasing Technician I  SR-11  49130

REAL PROPERTY SECTION
Proc & Prop Mgt Sp  PBB  80471

* Excluded from position count, this chart

NOV 18 2004

General Fund 17.00
OFFICE OF THE PRESIDENT,
UNIVERSITY OF HAWAII SYSTEM

President, University of Hawai‘i System 89058 1

STATE OF HAWAII
UNIVERSITY OF HAWAII
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR
BUDGET AND FINANCE /
CHIEF FINANCIAL OFFICER

POSITION ORGANIZATION CHART

OFFICE OF THE VICE PRESIDENT FOR BUDGET AND FINANCE /
CHIEF FINANCIAL OFFICER

VP for Administration and Chief Financial Officer 89283 2
Private Secretary II SR-22 10055 2

UNIVERSITY
BUDGET OFFICE 3
FINANCIAL
MANAGEMENT 3
COMMUNITY COLLEGES
ADMINISTRATIVE AFFAIRS 3

CENTRAL ADMINISTRATIVE AFFAIRS

Dir of Sys Admin Affrs 89310
Sec II SR-14 22222
Admin Off PBC 81463
Admin Off PBB 81173
Admin Off PBA 80423
Admin & Fis Sup Sp PBA 80905 2

APPROVED BY THE UNIVERSITY BOARD OF REGENTS
NOV 18 2004

SUPERSSEDED
Date JUN 21 2005

GENERAL FUND
Perm 8.00

1 Excluded from position count
2 To be redescribed
3 No change to internal organizational structure
OFFICE OF THE VICE PRESIDENT FOR BUDGET AND FINANCE / CHIEF FINANCIAL OFFICER

VP for Administration and Chief Financial Officer 89283 #

COMMUNITY COLLEGES ADMINISTRATIVE AFFAIRS

Associate Vice President for Operations for Community Colleges
Secretary IV
SR-18 21236

BUDGET AND PLANNING
Program and Budget Manager PSD 77257
Secretary II SR-14 44536
Budget Specialist PSD 81577
Budget Specialist PSD 81762
Budget Specialist PSD 77352

HUMAN RESOURCES
Personnel Officer PSC 77204
Secretary III SR-16 01802
Personnel Officer PSA 80378
Personnel Officer PSA 81949

PHYSICAL FACILITIES, PLANNING AND CONSTRUCTION
Registered Architect PSC 80799
Secretary I SR-12 19016
Registered Engineer PSA 80791
Registered Architect PSA 81054
Environmental Safety Spec. PSA 82054
Registered Engineer PSA 81712

FINANCE AND OPERATIONS
Administrative Officer PSB 89211
Secretary II SR-14 39271
Account Clerk IV SR-13 23566

EQUAL EMPLOYMENT OPPORTUNITY/ AFFIRMATIVE ACTION
Director of EEO/AA 89542

SUPERSEDED
Date JUN 21 2005

# Excluded From Position Count, To Be Redescribed.

NOTE: All positions in Community Colleges Administrative Affairs to be redescribed.

NOV 18 2004
General Fund
Penn 22.00
### General Accounting and Loan Collection

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^ Excluded from position count, this chart

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**SUPERSEDED**

Date: **NOV 18 2004**

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STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR ADMINISTRATION
AND CHIEF FINANCIAL OFFICER
FINANCIAL MANAGEMENT
BURSAR
POSITION ORGANIZATION CHART

CHART II-B

FINANCIAL MANAGEMENT
Director of Financial Management & Controller 89212^

BURSAR
Fiscal Accounting Sp PBC 77243

CASHIER'S OFFICE
- Fiscal Acctg. Spec. PBB 81626
- IT Specialist PBB 80767
- Fiscal Acctg. Spec. PBB 81468
- Fiscal Acctg. Spec. PBA 77556
- Clerk IV SR-10 13713
- Clerk IV SR-10 35137
- Clerk IV SR-10 41986

TREASURY OFFICE
- Fiscal Accounting Sp PBB 80432
- Fiscal Accounting Sp PBA 77138
- Clerk IV SR-10 18022
- Clerk III SR-08 07464

CHART UPDATED DATE JUL 01 2004

SUPERSEDED
Date NOV 18 2004

^ Excluded from position count, this chart
STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR ADMINISTRATION
AND CHIEF FINANCIAL OFFICER
FINANCIAL MANAGEMENT
PROPERTY AND FUND MANAGEMENT
POSITION ORGANIZATION CHART

CHART II-D

FINANCIAL MANAGEMENT
Director of Financial Management & Controller 89212^

PROPERTY AND FUND MANAGEMENT
Internal Auditor PBC 80143

UNIVERSITY BOND
SYSTEM PROJECT
DIRECTORS
BOND FUND OPERATIONS
Fiscal Accounting Sp PBA 81268 (W)&
Fiscal Accounting Sp PBA 77354 (W)&

INVENTORY MANAGEMENT
Proc & Prop Mgt Sp PBB 81768
Proc & Prop Mgt Sp PBB 81064
Proc & Prop Mgt Sp PBA 80459
Proc & Prop Mgt Sp PBA 80508
Clerk IV SR-10 00488
Clerk IV SR-10 15258

TAX MANAGEMENT
Fiscal Accounting Sp PBC 81532
Fiscal Accounting Sp PBB 81258

^ Excluded from position count, this chart
& Position count on this chart not part of the appropriation for
UCH 903, reflected organizationally on this chart

CHART UPDATED
DATE JUL 01 2004

SUPERSEDED
Date NOV 18 2004

Perm
General Fund 9.00
(W) Revolving Fund 2.00&
STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR ADMINISTRATION
AND CHIEF FINANCIAL OFFICER
FINANCIAL MANAGEMENT
FISCAL SERVICES OFFICE
POSITION ORGANIZATION CHART

CHART II-E

FINANCIAL MANAGEMENT
Director of Financial Management & Controller 89212^

FISCAL SERVICES
IT Specialist  PBC  79906

FINANCIAL SERVICES
IT Specialist  PBC  80035
Fiscal Accounting Sp  PBB  81095

^ Excluded from position count, this chart

CHART UPDATED
DATE  JUL 01 2004

SUPERSEDED
Date  NOV 18 2004

Perm
General Fund  3.00
NOTE: All positions in Community Colleges Administrative Affairs to be renumbered.

SUPERSEDED
Date NOV 18 2004

Dir of EEO/AA 8042

EQUITABLE EMPLOYMENT OPPORTUNITY/ AFFIRMATIVE ACTION

CHART UPDATED
DATE JUL 01 2004

STATE OF HAWAII
UNIVERSITY OF HAWAII
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR ADMINISTRATION AND
CHIEF FINANCIAL OFFICER
COMMUNITY COLLEGES ADMINISTRATIVE AFFAIRS
ORGANIZATIONAL CHART (A)
**State of Hawai'i**  
**University of Hawai'i**  
**Systemwide Administration**  
**Vice President for Administration and Chief Financial Officer**  
**Office of Human Resources**  
**Position Organization Chart**

**Chart III**

**OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION AND CHIEF FINANCIAL OFFICER**  
VP for Administration & CFO  
89283*

**OFFICE OF HUMAN RESOURCES**  
Director of Coll. Barg. and Affiliated Faculty Affairs  
#89425  
System Director of Human Resources  
#69053*  
Secretary III  
SR-16  
#15286

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* Excluded from position count, this chart  
* To be redescibed

**Chart Updated**  
**Date** JUL 01 2004

**SUPERSEDED**  
**Date** NOV 18 2004

Perm  
General Fund  
28.00
STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
SYSTEMWIDE ADMINISTRATION
VICE PRESIDENT FOR ADMINISTRATION
AND CHIEF FINANCIAL OFFICER
UNIVERSITY BUDGET OFFICE
POSITION ORGANIZATION CHART

CHART IV

OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION AND CHIEF FINANCIAL OFFICER
VP for Administration & CFO 89283^

UNIVERSITY BUDGET OFFICE
Director of University Budget 89196

Secretary IV SR-18 41923

CHART UPDATED
DATE JUL 01 2004

TECHNICAL/COORDINATING SERVICES

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MANAGEMENT, PROGRAM AND FISCAL ANALYSIS SERVICES

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SUPERSEDED
Date NOV 18 2004
General Fund 9.00

^ Excluded from position count, this chart.