### General Education Division/Department

#### General Education

<table>
<thead>
<tr>
<th>Social Science</th>
<th>Chairperson, #1</th>
<th>Total (11.00)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time:</td>
<td>#83492, #82560, #86599</td>
<td></td>
</tr>
<tr>
<td></td>
<td>#83492, #84972, #84973, #83642, #82152, #82706, #82935, #82935</td>
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<table>
<thead>
<tr>
<th>Language Arts</th>
<th>Chairperson, #2</th>
<th>Total (18.00)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time:</td>
<td>#83559, #82232, #82555, #82776, #8308, #83447, #83870, #84327, #84409, #83795, #83123, #86596, #86594, #86595, #86604</td>
<td></td>
</tr>
</tbody>
</table>

**General Education, Clerical Staff**

- Secretary II, SR 12, #22313
- Clerk-Typist II, SR08, #26658, #22310

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*Chairperson is appointed from among instructional positions within department.

**Secretarial and Clerical staff serves all four General Education Departments—Social Science, Language Arts, Mathematics/Science, and Humanities.
<table>
<thead>
<tr>
<th>Business Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting/Data Processing</td>
</tr>
<tr>
<td>Chairperson, # __________________*</td>
</tr>
<tr>
<td>Instructors</td>
</tr>
<tr>
<td>Full-time: #82026, #82066, #82728, #82931, #82795, #83221, #84337,</td>
</tr>
<tr>
<td>#82503, #84082, #83901, #86591, #86598</td>
</tr>
<tr>
<td>Total (12.00)</td>
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<tr>
<td>Business Administration</td>
</tr>
<tr>
<td>Chairperson, # __________________*</td>
</tr>
<tr>
<td>Instructors</td>
</tr>
<tr>
<td>Full-time: #82031, #82218, #82231, #82429, #82389, #84150, #84369</td>
</tr>
<tr>
<td>Total (7.00)</td>
</tr>
</tbody>
</table>

Business Education, Clerical Staff
Secretary II, SR 12, #22312

*Chairperson is appointed from among instructional positions within department.

CHART UPDATED
DATE: SEP 1988
Food Service and Hospitality Education Division/Department

Food Service and Hospitality Education

Chairperson, # *  
Instructors  
Full-Time: #82540, #82970, #83225, #83460, #83584, #84091, #84102,  
#84304, #84539, #82683, #82467, #83135, #88597, #88670,  
#99701 = 67/70

Food Service, Clerical Staff
Secretary II, SR 12, #16962  
Cook III, WB 06, #2318 (w)  
Snack Bar Cashier, SR 06, #22319 (w)  
Clerk-Typist II, SR 08, #29010 (w)  
Cafeteria Helper, WB 02, #32863 (w)

*Chairperson is appointed from among instructional positions within department.
(w) Represents positions funded by the Food Service Revolving Fund.
General Education Division/Department

General Education

Mathematics/Science

Chairperson, #

Instructors

Full-time: #82492, #82981, #83974, #84458, #82394, #83096, #83262,
#83688, #83733, #83357, #83939, #87401, #82910, #86600,
#86992, #86993, #86666

Total (17.00)

Humanities

Chairperson, #

Instructors

Full-time: #84971, #83094, #82631, #82925, #83809, #84974, #82607,
#84470, #82052, #82963, #87402, #87404, #86602

(Total 13.00)

*Chairperson is appointed from among instructional positions within department.
# Health Education Division/Department

## Health Education

**Allied Health**
- Chairperson, # *
- Instructors
  - Full-time: #84326, #83310, #83667, #82121, #82405, #82576, #83321, #82162, #85821, #86385, #86384
  - Total (11.10)
- Part-time: #87052 (.10)

## Nursing

**Chairperson, # *
- Instructors
  - Full-time: #82064, #82513, #84487, #84629, #84655, #82244, #99706F, 8677F, 5677F, 5677C
  - Total (10.00)
- Part-time: #84308 (.50), #84308A (.50)

**Health Education, Clerical Staff**
- Secretary II, SR 12, #18093
- Clerk-Steno II, SR 09, #32952

*Chairperson is appointed from among instructional positions within department.*

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**State of Hawaii**  
**University of Hawaii**  
**Kapiolani Community College**  
**Instruction**

**Position Organization Chart**

**Chart III e**

**CHART UPDATED**  
**DATE SEP 1988**
Library

Unit Head, *

Instructor III (Librarian), #84185, #84438
Instructor II (Librarian), #83504, #86629

Library Tech V, SR 11, #39859, #39796

Library Assistant IV, SR 09, #18087, #22311, #26762

*Unit Head/Chairperson is appointed from among instructional positions within the unit/department.

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart

Chart III f

CHART UPDATED
DATE SEP 1988
State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart

Chart III g

CHART UPDATED
DATE SEP 1988

Educational Media Center

Unit Head/Chairperson, *#

Instructor V, #82384, #87603
  UH Computer Specialist II, POS, #98721F

UH Electronic Technician II, PO9, #80034
  UH Electronic Technician I, PO6, #81277
  UH Electronics Engineer I, PI2, #98720F

UH Educational Specialist II (Media), PO6, #80694

UH Graphic Artist II, PO5, #81060
  Offset Press Operator II, WB08, #39797

Clerk-Steno III, SR 11, #21321

*Unit Head/Chairperson is appointed from among instructional positions within unit/department.
<table>
<thead>
<tr>
<th>Position Organization Chart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chart III h</td>
</tr>
</tbody>
</table>

**Learning Assistance Center**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head</td>
<td>*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>UH Educational Specialist II, P06</td>
<td>#81164</td>
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<tr>
<td></td>
<td>UH Educational Specialist II, P06</td>
<td>#82263 (.50)</td>
</tr>
<tr>
<td></td>
<td>Clerk-Typist II, SR 08, #14214</td>
<td></td>
</tr>
</tbody>
</table>

*Unit Head/Chairperson is appointed from among instructional positions at the College.*
Secretarial Science and Paralegal Division/Department

Secretarial/Paralegal Education

Secretarial Science
Chairperson, # *  
Instructors: #82348, #82380, #82876, #83071, #83734, #83771, #84072, #84223, #84370  
Total (9.00)

Paralegal Program
Chairperson, # *  
Instructors: #83360  
Total (1.00)

Secretarial/Paralegal Education, Clerical Staff
Clerk-Typist II, SR 08, #18092

*Chairperson is appointed from among instructional positions within department.

CHART UPDATED
DATE: SEP 1988
State of Hawaii
University of Hawaii
Kapiolani Community College
Student Services

Position Organization Chart
Chart IV

CHART UPDATED
DATE SEP 1988
Rev. as 1981 updt

STUDENT SERVICES
Dean, MOFF IT, #89071

Secretarial Services
Secretary II, SR 12, #18088

Counseling

Instructors (Counselors)
#82685, #82364, #82874, #83329, #83453,
#83538, #83787, #86704, #87648, #87649,
#86603

UH Student Services Sp. II, PO6, #81547

Clerical Support
Clerk-Steno II, SR 09, #27064, #34661,
#34675
Clerk-Typist II, SR 08, #18086

Admissions and Records

Instructor V (Director of Admissions and
Records), CS, #83387

Clerk-Steno II, SR 09, #09169
Clerk III, SR 08, #22131
Clerk-Typist II, SR 08, #27015
Clerk IV, SR 10, #31576
1. POSITION VARIANCE TO BE SUBMITTED REQUESTING CONVERSION TO UH ED SPECIALIST
2. POSITION VARIANCE TO BE SUBMITTED REQUESTING CONVERSION TO ACCOUNT CLERK
   POSITION TO BE SUPERVISED BY UH ADMIN OFFICER II PO9, NO. 80850, LOCATED
   IN OFFICE OF THE DIRECTOR OF ADMIN SERVICES
3. POSITION VARIANCE TO BE SUBMITTED REQUESTING CONVERSION TO INSTRUCTOR
4. POSITION TO BE REDESCRIBED

APPROVED

President, University of Hawaii
JAN 5 1988
COMMUNITY SERVICES

Director, MDAM, #89176

State of Hawaii
University of Hawaii
Kapiolani Community College
Office of Community Services
Position Organization Chart
Chart VI

Administrative Support

UH Administrative Officer I, PO3, #97710F (S)

Secretarial Services

Secretary II, SR 12, #22314
Clerk-Steno III, SR 11, #35948 (S)
Clerk-Typist II, SR 08, #99151F (S), #99152F (S), #99153F (S)

Program Support

UH Educational Specialist II, PO6, #99706F (S)
UH Educational Specialist III, PO9, #97708F (S), #97709F (S)
Instructor II, C2, #99702F (S), #99703F (S), #99704F (S), #99705F (S)

(S) represent positions funded by the Community Services Special Fund.