Office of the Chancellor

State of Hawaii
University of Hawaii
Kapiolani Community College
Position Organization Chart
Chart I

Office of the Provost
Chart II

Student Services
Chart IV

Instruction
Chart III

Administrative Services
Chart V

Community Services
Chart VI

Chart Updated
Date JUNE 30, 1991
Superseded: Computing Center Rec'd 5/1/72. This Chart Amended on 5/17/72 due to Division of Clerk-Steno, 2/22/72, 2/27/73.

Instructional Support
- Assistant Dean of Instruction M04-M, #9002
  Clerk-Steno II, SR 09, #29222
- Assistant Dean of Instruction M04-M, #91180
  Clerk-steno II, SR 09, #916763
- UH Computer Specialist IV, POS, #80039
- Instructor II, C2, #96778
  Clerk-Steno II, SR 09, #40964 (.50 PTE)

General Education Division/Department
- See Chart III a

Business Education Division/Department
- See Chart III b

Food Service Education Division/Department
- See Chart III c

Office Administration and Technology/Paralegal Division/Department
- See Chart III j

Health Education Division/Department
- See Chart III e

Library
- See Chart III f

Educational Media Center
- See Chart III g

Learning Assistance Center
- See Chart III h

Computing Center
- See Chart III i

Approved:
JOYCE M. TSUNO, SENIOR VICE-PRESIDENT & CHANCELLOR
3/3/72

DATE APPROVED

POSITION ORGANIZATION CHART
General Education Division/Department

General Education

Social Science
Chairperson, # *
Instructors Total (11.00)
Full-time: #83745, #84972, #84973, #83642, #82152, #82706,
#82935, #83492, #82560, #87403, #86599

Language Arts
Chairperson, # *
Instructors Total (20.50)
Full-time: #83559, #82176, #83783, #83903, #82232, #82555,
#82776, #83308, #83447, #83870, #84327, #84409,
#83795, #83123, #86596, #86594, #86595, #86604
#86798, #86803
Part-time: #86799 (.50)

General Education, Clerical Staff**
Secretary II, SR 14, #22313
Clerk-Typist II, SR08, #26558, #22310, #42099

*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.

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart
Chart III a

General Funds (35.50)

Chart Updated
Date June 30, 1991
Business Education Division/Department

Business Education

Accounting/Data Processing
Chairperson, # __________ *
Instructors Total (11.00)
Full-time: #82026, #82066, #82728, #82931, #82795, #83221,
#84337, #82503, #83901, #86591, #86598

Business Administration
Chairperson, # __________ *
Instructors Total (6.00)
Full-time: #82218, #82231, #82429, #82389, #84150,
#84369

Business Education, Clerical Staff
Secretary II, SR 14, #22312

*Chairperson is appointed from among instructional positions within department.

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction
Position Organization Chart
Chart III b

General Funds (18.00)

Chart Updated
Date June 30, 1991
Food Service and Hospitality Education
Division/Department

Food Service and Hospitality Education

Chairperson, #_________
Instructors Total (15.00)
   Full-time: #82540, #82970, #83225, #83460, #83684, #84091,
             #84103, #84304, #84539, #82583, #82467, #83133,
             #86597, #86670, #86719

UH Educational & Academic Support Sp, P01, #81420 (w), #81422 (w)

Food Service, Clerical Staff
Secretary II, SR 14, #16962
Cook III, WB 08, #22318 (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.

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart
Chart IIIc

General Funds (16.00)
(W) Revolving Funds (6.00)

Chart Updated
Date June 30, 1991

CHART UPDATED
DATE June 30, 1991
State of Hawaii  
University of Hawaii  
Kapi'olani Community College  
Instruction  

Position Organization Chart  
Chart IIIc  

General Funds ($37.00)  

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Approved:  

Joyce A. Tassara  
Senior Vice President & Chancellor for  
Community Colleges  

Date: May 4, 1992
State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart
Chart III d

SUPER.8050.00
Rcn. 5/4/92

General Funds (37.50)

CHART UPDATED
DATE JUN 30 91
# Health Education Division/Department

## Allied Health

Chairperson, #
Instructors: Total (13.10)
- Full-time: #84326, #83310, #83667, #82121, #82405, #82576, #83321, #82162, #85821, #86385, #86384, #86082, #86886
- Part-time: #87052 (.10)

## Nursing

Chairperson, #
Instructors: Total (31.50)
- Full-time: #82064, #82513, #84487, #84629, #84655, #82244, #86774, #86777, #86776, #86752, #86751, #86750, #86749, #86747, #86737, #86738, #86746, #86743, #86742, #86741, #86740, #86739, #86832, #86833, #86834, #86836, #86838, #86837, #86839, #86840
- Part-time: #84308 (.50), #84308A (.50), #86736 (.50)

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*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

General Funds (47.60)

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CHART UPDATED
DATE: JUN 30 1991

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Chart Updated
Date: June 30, 1991
Library

Unit Head ★
Instructor III, #84185, #84438, #83504, #86629
Instructor II, #86724
Library Tech V, SR 11, #39859, #39796
Library Assistant IV, SR 09, #18087, #22311, #26762, #42087 (#43605)
Library Assistant III, SR-07 #43605
Clerk-Steno II, SR09, #44249

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart
Chart III f

Superceded

Recon. 4/13/92

General Funds (13.00)

Chart Updated
Date June 30, 1991

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

Unit Head/Chairperson, #

Instructor V, #82386, #87603
UH Electronic Engineer I, P12, #81581
UH Computer Specialist II, P05, #81654

UH Electronic Technician II, P09, #80034
  UH Electronic Technician I, P06, #81277
  UH Educational Specialist II (Media), P06, #80694

UH Graphic Artist II, P05, #81060
  Offset Press Operator II, W806, #39797

Clerk-Steno III, SR 11, #21321

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

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart
Chart III p

General Funds (10.00)

Chart Updated
Date June 30, 1991

CHART UPDATED
DATE JUN 30 1991
The Learning Assistance Center

Unit Head/Chairperson, #______________
Instructor, Pseudo #82704F**
Instructor II, C2, #86798
Instructor II, C2, #84072
Instructor II, C2, #86797, 0.5 FTE
UH Education Specialist II, PO6, #11163 (.50)
Clark-Typist II, SR 08, #14214

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

**Pending establishment: Instructor, Pseudo #82704F
Learning Assistance Center

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart
Chart III h

Instructor II, C2, #86758
UH Educational Specialist II, P06, #81163 (.50)

Clerk-Typist II, SR 08, #14214

*Unit Head/Chairperson is appointed from among instructional positions at the College.

CHART UPDATED
DATE JUN 30 1991

Superseded
Reamt. 5/17/92

General Funds (2.50)

Chart Updated
Date June 30, 1991
Instruction

Deen, M97-M, #68068

Computing Center

UH Educational Specialist II, P08, #61384*

UH Computer Sp IV, P08, #61069

UH Computer Sp IV, P08, #60629

UH Computer Sp, #92713F**

UH Educational Sp, #92714F**

* Proposed to be redescribed & submitted for reclassification
** Pending establishment: UH Computer Sp, #92713F
UH Educational Sp, #92714F

State of Hawaii
University of Hawaii
Kapolei Community College

Instruction

Chart
Chart III I

APPROVED:

[Signature]

Joyce S. Inouye
Senior Vice President & Chancellor
for Community Colleges

Date: 5/1/94
Computing Center

UH Educational Specialist II, P06, #61384

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction

Position Organization Chart
Chart III I

General Funds (1.00)

CHART UPDATED
DATE JUN 30 1991

Supersedes Revised
5/11/92

Chart Updated
Date June 30, 1991
Instruction

Dean, M07-M, #69068

Office Administration and Technology
and Paralegal Division/Department

Office Administration and Technology/Paralegal Education

Office Administration and Technology Programs
Chairperson, #
Instructors Total (6.00)
Full-time: #62348, #62350, #62576, #63071,
#63734, #63771, #64223, #64370

Paralegal Program
Chairperson, #
Instructors Total (1.00)
Full-time: #63360

Office Administration and Technology/Paralegal Education,
Clerical Staff
Secretary II, SR 14, #19992

*Chairperson is appointed from among instructional positions within department.

State of Hawaii
University of Hawaii
Kapi‘olani Community College
Instruction

Position Organization Chart
Chart III

General Funds (10.00)

APPROVED:

Joyce F. Tanumada
Senior Vice President & Chancellor for
Community Colleges

Date: May 4, 1992
Office Administration and Technology and Paralegal Division/Department

Office Administration and Technology/Paralegal Education

Office Administration and Technology Programs
Chairperson, #__________  *
Instructors  Total (9.00)
Full-time: #82348, #82380, #82876, #83071, #83734, #83771,
#84072, #84223, #84370

Paralegal Program
Chairperson, #__________  *
Instructors  Total (1.00)
Full-time: #83360

Office Administration and Technology/Paralegal Education,
Clerical Staff
Secretary II, SR 14, #18092

*Chairperson is appointed from among instructional positions within department.

State of Hawaii
University of Hawaii
Kapiolani Community College
Instruction
Position Organization Chart
Chart III

Suppressed
Rev. 5-4-92

General Funds (11.00)

Chart Updated
Date  June 30, 1991
COMMUNITY SERVICES

Director, M04-M, #89176
UH Educational Specialist III, P09, #80778 (S)
Account Clerk II, SR 08, #41358 (S)

SECRETARIAL SERVICES

Secretary II, SR 14, #22314
Clerk-Steno III, SR 11, #35948 (S)
Clerk-Typlist II, SR 08, #41319 (S), #41320 (S)

PROGRAMS

Instructor II, C2, #86706 (S) - Fine Arts, LS/Rec
Instructor II, C2, #86702 (S) - Computer Education
UH Educational Specialist II, P06, #81429 (S)
Instructor II, C2, #86711 (S) - Business & Office Technologies
Instructor II, C2, #86701 (S) - Humanities
UH Educational Specialist III, P09, #80617 (S)
Instructor II, C2, #86703 (S) - Food Service
Instructor II, C2, #86794 (S) - Health Care

General Funds (2.00)
(S) Special Funds (13.00)

Chart Updated
Date June 30, 1991

(S) Represent positions funded by the Community Services Special Fund