



UNIVERSITY
of HAWAI'I
SYSTEM

Office for Student Affairs

Date: September 4, 2015
 To: Blanche Fountain
 Director, System Administrative Affairs
 From: Jan M. Javinar
 Interim Associate Vice President for Student Affairs
 Re: Transfer of Funds - Disability Services

I would like to request the transfer of funds in the amount of \$82,500 from the General Fund account serving the UH System Office of Student Affairs to the ten UH campuses.

Per historical agreement of all campuses of the UH system back in FY2008, we are distributing funds to the campuses for disability services per headcount shown below:

	<i>Fall 2015</i>	<i>Fall 2015 Opening Headcount</i>	
Mānoa	\$ 27,720	18,770	33.6%
Hilo	\$ 5,610	3,819	6.8%
West O'ahu	\$ 4,043	2,714	4.9%
Hawai'i CC	\$ 4,537	3,091	5.5%
Honolulu CC	\$ 6,435	4,341	7.8%
Kapi'olani CC	\$ 11,715	7,913	14.2%
Kaua'i CC	\$ 2,063	1,392	2.5%
Leeward CC	\$ 11,220	7,594	13.6%
Maui CC	\$ 5,280	3,600	6.4%
Windward CC	\$ 3,877	2,627	4.7%
	\$ 82,500	55,861	100.0%

The campuses have agreed to provide an accounting of funds spent on disability services at the end of the fiscal year 2016.

FY 2016 Disability Expenses Accounting

Below is a summary of how Disability Funds from System to campuses were expended in FY 2016:

Manoa - \$27,270 was spent on salaries of a casual and a temporary position within the KOKUA program.

Hilo - \$5,610 was spent on the following:

Exam Coordinator - \$2,168.35

Note Taking Coordinator - \$2832.75

Supplies and Materials - \$608.90

West Oahu - \$4,043 was spent on the following:

Sign language interpreter - \$150.00

Note takers - \$3,224.57

Earphones for ADA testing - \$171.93

Airfare and car for Maui DE student for ADA assessment - \$496.50

Hawaii CC - \$4,537 was spent to augment student mentors and note taker services.

Honolulu CC - \$6,435 was spent on non-personal sign language interpreter services.

Kapiolani CC - \$11,715 was spent on student notetakers as well as our new software system for accessibility, Read Write Gold.

Kauai CC - \$2,063 was spent on providing interpreter services.

Leeward CC - At Leeward, the \$11,220 allocation from the system office is used to help subsidize funding for our student disability services program - Kako'o `Ike Program - or "KI Program." Leeward expends nearly \$200,000 annually for disability services, of which \$11,220 is provided through this funding mechanism. Expenses fall in the categories of Student Notetakers, Student Paraprofessionals, Contracted Services, Other Supplies and Equipment, and Faculty Program Specialists.

Maui CC - \$5,280 was split: \$4,205.20 for student assistants/notetakers and \$1,074.80 for Kurzweil multi-year license

Windward CC - \$3,877 was spent on sign language interpreting services.