

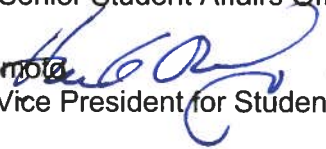


UNIVERSITY  
of HAWAII  
SYSTEM

Hae K. Okimoto, PhD  
Office of the Associate Vice President for Student Affairs

June 2, 2021

To: Council of Chief Academic Officers (CCAO)  
Council of Senior Student Affairs Officers (CSSAO)

From: Hae K. Okimoto   
Associate Vice President for Student Affairs

Subject: IDAP Charges

Per our discussion and agreement at our May 21 Joint CCAO-CSSAO meeting, I am following up on IDAP (Interactive Digital Access Program) charges, delineating who will be responsible for communicating with registered students.

Once registration has started and students are enrolled in a course where the course is listed as TXT0 in the course attributes:

1. If the faculty changes to an IDAP or other resource materials for which students have to purchase/rent, then it is the faculty responsibility to inform all registered students.
2. If the department/division changes the faculty assigned to the course and the new faculty member wants to use an IDAP or other resource materials for which students have to purchase/rent, then it is the responsibility of the department/division to contact each registered student and inform them of the change.

If you have any questions or comments, please feel free to let me know at [hae@hawaii.edu](mailto:hae@hawaii.edu) or 968-3504.

c: Schedulers  
Registrars

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