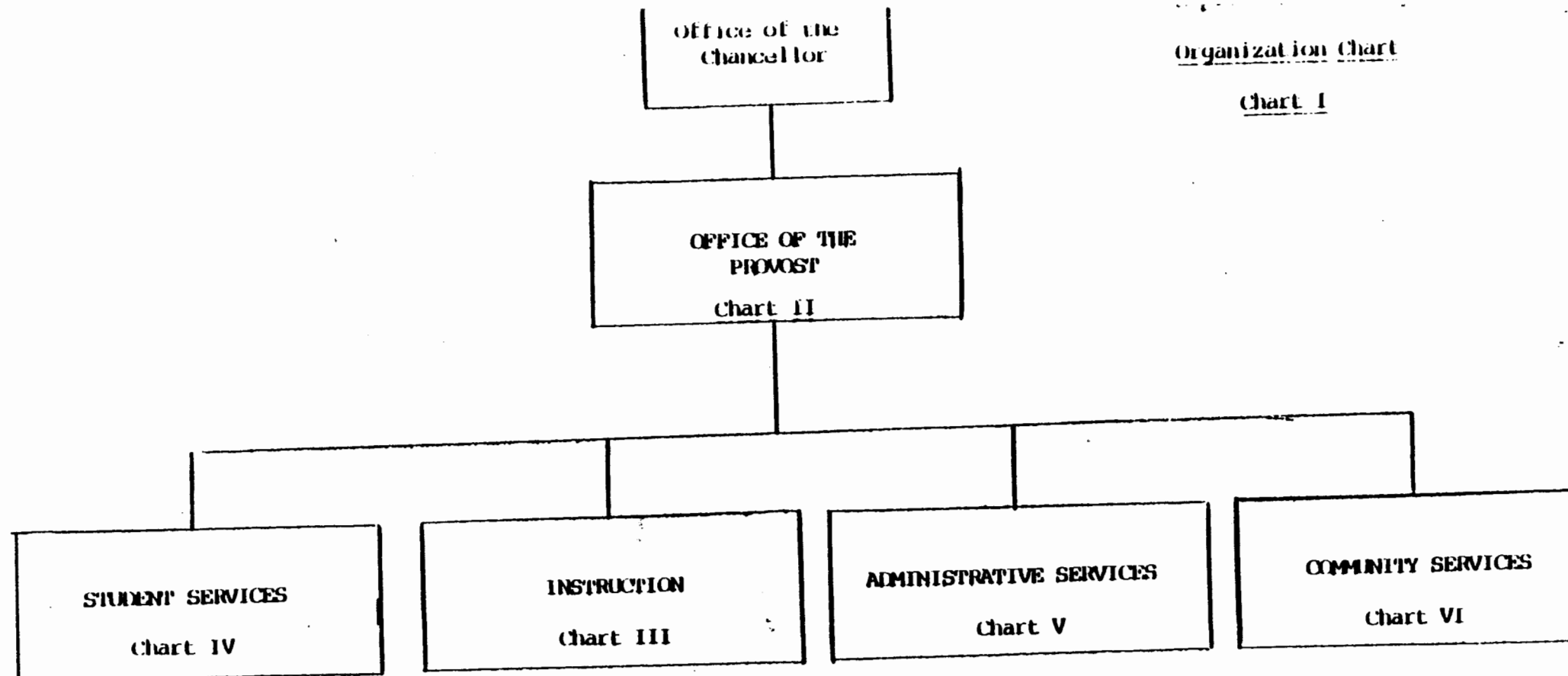


Organization Chart

Chart I



**CHART UPDATED**

DATE SEP 1988

Approved by: Joyce A. Ikenade

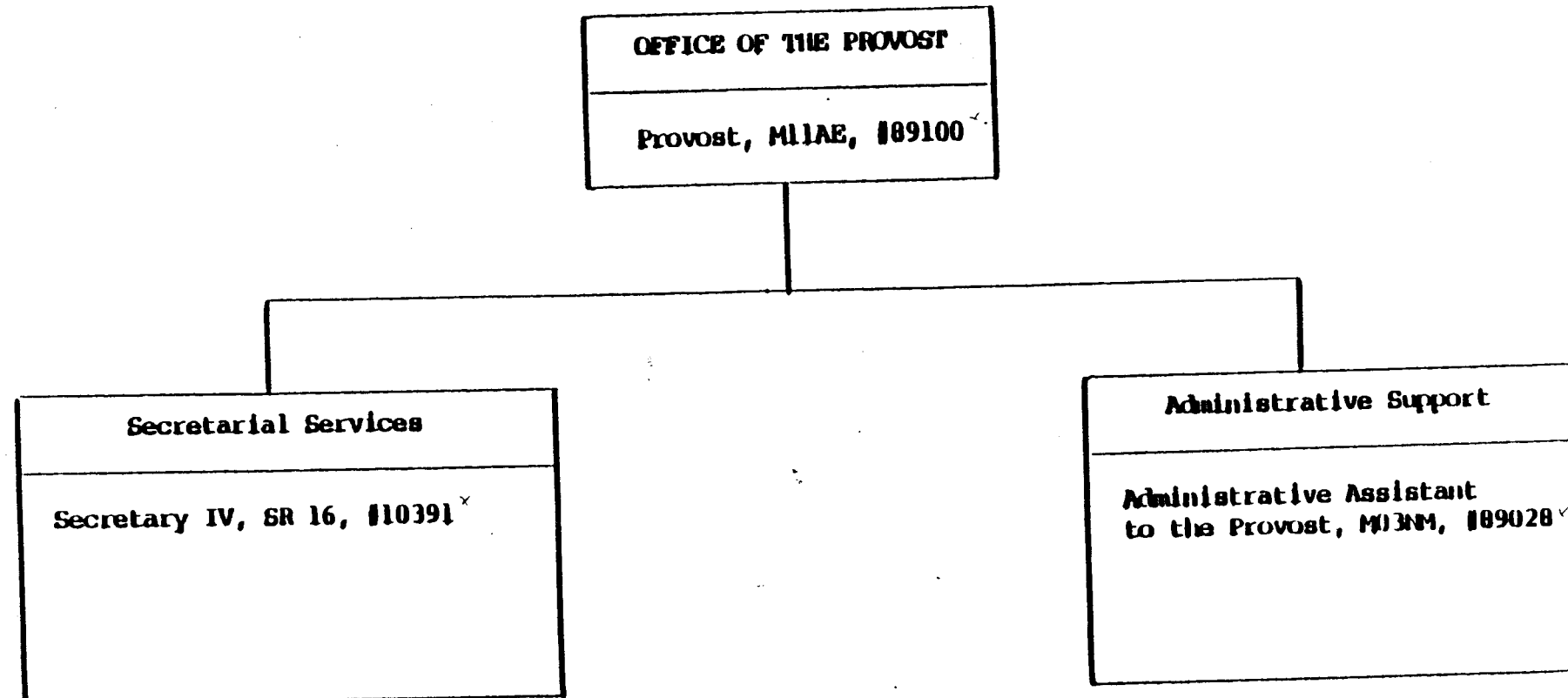
Title: Chancellor for Community Colleges

Date: 12/19/86

Kapiolani Community College  
Office of the Provost

Position Organization Chart

Chart II



**CHART UPDATED**  
DATE SEP 1988

Approved by: Jay L. Ikenade  
Title: Chancellor for Community Colleges  
Date: 12/19/86

Position Organization Chart

Chart III

INSTRUCTION

Dean, M07M, #89068

Secretarial Services

Secretary III, SR 14, #21334  
Clerk-Steno II, SR 09, #29222  
Clerk-Steno II, SR 09, #26763

Instructional Support

Assistant Dean of  
Instruction, M04M,  
#89052, #89160

UH Computer Specialist III,  
P07, #80529

Instructor II, C 2,  
~~#99711F~~ 86778

Clerk-Steno II, SR 09,  
~~#99155F~~ 40964

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

Secretarial Science/  
Paralegal Division/Dept  
See Chart III j

General Education  
Division/Department  
See Chart III d

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

*Rev. per 1989 update*

**CHART UPDATED**

DATE SEP 1988

Position Organization Chart

Chart III a

General Education Division/Department	
<u>General Education</u>	
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 (18.00)
Full-time: #83559, #82178, #83783, #83903, #82232, #82555, #82776,	
#83308, #83447, #83870, #84327, #84409, #83795, #83123,	
#86596, #86594, #86595, #86604	
General Education, Clerical Staff**	
Secretary II, SR 12, #22313	
Clerk-Typist II, SR08, #26658, #22310	

**CHART UPDATED**

DATE SEP 1988

\*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.

Position Organization Chart

Chart III b

Business Education Division/Department	
<u>Business Education</u>	
Accounting/Data Processing	
Chairperson, # _____ *	
Instructors	Total (12.00)
Full-time: #82026, #82066, #82728, #82931, #82795, #83221, #84337, #82503, #84882, #83901, #86591, #86598	
Business Administration	
Chairperson, # _____ *	
Instructors	Total (7.00)
Full-time: #82031, #82218, #82231, #82429, #82389, #84150, #84369	
Business Education, Clerical Staff	
Secretary II, SR 12, #22312	

**CHART UPDATED**  
DATE SEP 1988

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

State of Hawaii  
University of Hawaii  
Kapiolani Community College  
Instruction

Position Organization Chart

Chart III c

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, #82683, #82467, #83133, #86597, #86670,  
#99701F 86719

Food Service, Clerical Staff

Secretary II, SR 12, #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.

**CHART UPDATED**

DATE SEP 1988

Position Organization Chart

Chart III d

General Education Division/Department

General Education

Mathematics/Science

Chairperson, # \_\_\_\_\_ \*

Instructors

Total (17.00)

Full-time: #82492, #82981, #83974, #84458, #82394, #83096, #83262,  
#83688, #83733, #83357, #83939, #87401, #82910, #86600,  
#86592, #86593, #86606

Humanities

Chairperson, # \_\_\_\_\_ \*

Instructors

(Total 13.00)

Full-time: #84971, #83094, #82631, #82925, #83809, #84974, #82607,  
#84470, #82052, #82983, #87402, #87404, #86602

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

**CHART UPDATED**

DATE SEP 1988

State of Hawaii  
University of Hawaii  
Kapiolani Community College  
Instruction

Position Organization Chart

Chart III e

Health Education Division/Department

Health Education

Allied Health  
Chairperson, # \_\_\_\_\_ \*

Instructors

Total (11.10)

Full-time: #84326, #83310, #83667, #82121, #82405, #82576, #83321,  
#82162, #85821, #86385, #86384

Part-time: #87052 (.10)

Nursing

Chairperson, # \_\_\_\_\_ \*

Instructors

Total (10.00)

Full-time: #82064, #82513, #84487, #84629, #84655, #82244, #99708F, 8677F  
#99709F, #99710F  
86777, 86776

Part-time: #84308 (.50), #84308A (.50)

Health Education, Clerical Staff

Secretary II, SR 12, #18093

Clerk-Steno II, SR 09, #32952

**CHART UPDATED**  
SEP 1988

DATE \_\_\_\_\_

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



State of Hawaii  
University of Hawaii  
Kapiolani Community College  
Instruction

Position Organization Chart

Chart III f

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

**CHART UPDATED**  
DATE SEP 1988

\*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 g

Educational Media Center

Unit Head/Chairperson, # \_\_\_\_\_ \*

Instructor V, #82386, #87603

UH Computer Specialist II, P05, #98721F

UH Electronic Technician II, P09, #80034

UH Electronic Technician I, P06, #81277

UH Electronics Engineer I, P12, #98720F

UH Educational Specialist II (Media), P06, #80694

UH Graphic Artist II, P05, #81060

Offset Press Operator II, WB08, #39797

Clerk-Steno III, SR 11, #21321

*Pending Establishment:*

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

**CHART UPDATED**

DATE SEP 1988

State of Hawaii  
University of Hawaii  
Kapiolani Community College  
Instruction

Position Organization Chart

Chart III h

Learning Assistance Center

Unit Head/Chairperson, # \_\_\_\_\_ \*

UH Educational Specialist II, P06, #81164  
UH Educational Specialist II, P06, #82263 (.50)

Clerk-Typist II, SR 08, #14214

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

**CHART UPDATED**  
SEP 1988  
DATE \_\_\_\_\_

State of Hawaii  
University of Hawaii  
Kapiolani Community College  
Instruction

Position Organization Chart

Chart III i

Computing Center
UH Educational Specialist II, P06, # <del>98713F</del> 81384

**CHART UPDATED**

DATE SEP 1988

State of Hawaii  
University of Hawaii  
Kapiolani Community College  
Instruction

Position Organization Chart

Chart III j

Secretarial Science and Paralegal Division/Department

Secretarial/Paralegal Education

Secretarial Science

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

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

Position Organization Chart

Chart IV

STUDENT SERVICES
Dean, M04M, #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, P06, #81547  Clerical Support Clerk-Steno II, SR 09, #27004, #34661, #34675 Clerk-Typist II, SR 08, #18086

Admissions and Records
Instructor V (Director of Admissions and Records), C5, #83387  Clerk-Steno II, SR 09, #09169 Clerk III, SR 08, #22315 Clerk-Typist II, SR 08, #27015 Clerk IV, SR 10, #31576

CHART UPDATED

DATE SEP 1988

*Rw - per 1989 update*

ADMINISTRATIVE SERVICES

Director, M05NM, #89042

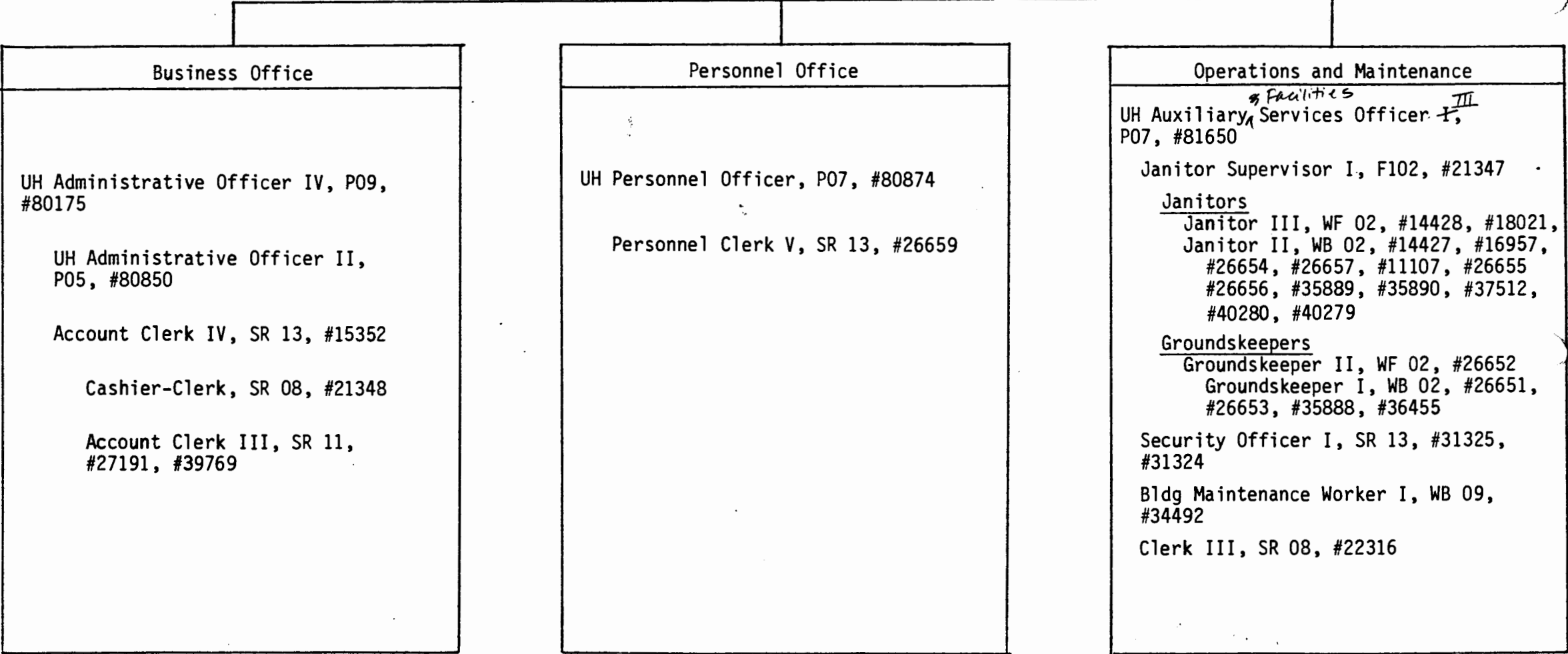
Secretarial Services

Secretary II, SR 12, #26907

CHART UPDATED

DATE SEP 1988

Rev. per 1989 update



UNIVERSITY OF HAWAII  
KAPIOLANI COMMUNITY COLLEGE  
OFFICE OF COMMUNITY SERVICES

POSITION ORGANIZATION CHART

CHART VI

COMMUNITY SERVICES  
DIRECTOR, M04-M  
NO. 89176, 1.00(G)  
*Edm. Spec. III*  
UH ADMIN OFFICER II, <sup>1</sup>  
<sup>9</sup>  
PO~~5~~ NO. 80778, 1.00(S)  
*Account*  
<sup>41258</sup>  
CLERK TYPIST, <sup>2</sup>II, SR 08  
NO. ~~99151F~~, 1.00(S)

SECRETARIAL SERVICES  
  
SECRETARY II, SR12, NO. 22314, 1.00(G)  
CLERK STENO III, SR11, NO. 35948, 1.00(S)  
CLERK TYPIST, NO. 99152F, 1.00(S)  
CLERK TYPIST, NO. 99153F, 1.00(S)

PROGRAMS	
INSTRUCTOR, NO. 99702F, 1.00(S)	FINE ARTS, LS/REC
INSTRUCTOR, NO. 99703F, 1.00(S)	COMPUTER EDUCATION
UH ED SPECIALIST, NO. 99706F, 1.00(S)	
UH ED SPECIALIST III, P09, NO. <del>80616</del> , 1.00(S) <sup>3</sup>	BUSINESS & OFFICE TECHNOLOGIES
INSTRUCTOR, NO. 99704F, 1.00(S)	HUMANITIES
UH ED SPECIALIST III, P09, NO. 80617, 1.00(S) <sup>4</sup>	
INSTRUCTOR, NO. 99705F, 1.00(S)	FOOD SERVICE

*Pending Establishment - 99706*

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 P05, 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  
*A. J. Lue*  
President, University of Hawaii  
JAN 30 1989



COMMUNITY SERVICES

Director, MO4M, #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, P03,  
#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, P06,  
#99706F (S)

UH Educational Specialist III, P09,  
#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.

*Revised due to reorg  
approval 1/89*  
**CHART UPDATED**  
DATE SEP 1988