

New Program Code       Replace Program Code      Date: \_\_\_\_\_

**REQUESTOR CONTACT INFORMATION**

Name \_\_\_\_\_ Campus \_\_\_\_\_  
 Title \_\_\_\_\_ Email \_\_\_\_\_  
 Office/Dept \_\_\_\_\_ Phone \_\_\_\_\_

**NEW PROGRAM CODE TO CREATE**

Institution \_\_\_\_\_ Campus \_\_\_\_\_  
 Level \_\_\_\_\_ Effective Term \_\_\_\_\_

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) _____	_____	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) _____	_____	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) _____	_____	<input type="checkbox"/> See Banner form STV_DEGC
Major	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR
Concentration	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR
Minor	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR

If a similar major/concentration code exists in Banner, please list the code: \_\_\_\_\_

Justification to warrant a new major/concentration code similar to an existing major/concentration code:  
 \_\_\_\_\_

Is this major/concentration code being used the same way at the other UH campuses?     Yes     No  
 Should this program be available for applicants to select as their planned course of study on the online application? *If yes, student may select the code as their only program of study.*     Yes     No

**RULES PERTAINING TO FINANCIAL AID AND 150% DIRECT SUBSIDIZED LOAN LIMIT LEGISLATION**

Is 50% or greater of the classes in this program offered at a location other than the Home Campus?     Yes     No  
 Is this program/major/certificate financial aid eligible?     Yes     No  
 Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)?     Yes     No

See <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>

**Program Length**

*In academic years; decimals are acceptable. The length of the program should match what is published by the campus in any online and/or written publication.*

Special Program Designations     A     B     N     P     T     U

See *Special Program Designations Code Definitions on IRAO Program Code Request webpage*

Required Terms of Enrollment:     Fall     Spring     Summer     Extended

**EXISTING PROGRAM CODE TO REPLACE, IF APPLICABLE**

Program Code _____	Program Description _____
Institution _____	Campus _____
College _____	Department _____
Level _____	
Are current students "grandfathered" under the program code? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Should the old program code be available for use in Banner? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Effective <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> , old program code will no longer be available to admit or recruit students.	
Term (ie. Fall 2020)	
<i>This will turn off the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules.</i>	
Effective <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> , old program code will no longer be available to award degree to students.	
Term (ie. Fall 2020)	
<i>This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules.</i>	

**ATTACHMENTS**

**BOR Approved:** Sole-credential Certificate, Associate, Bachelor and Graduate Degrees, and sole credential certificates

- BOR Meeting Minutes & Supporting Documents  Curriculum

**Chancellor Approved:** Concentrations, Certificates and Associate in Technical Studies (ATS) Degree

- Memo from Chancellor to notify Vice President for Academic Planning and Policy regarding program action.  
 Curriculum

<p><b>CERTIFICATES ONLY: Please check one (1) statement.</b> This certificate is a...</p> <p><input type="checkbox"/> BOR approved certificate. BOR Meeting/Approval Date: _____</p> <p><input type="checkbox"/> Chancellor approved within an authorized BOR program. BOR Program: _____</p> <p><input type="checkbox"/> Chancellor approved CO in accordance with UHCCP 5.203, Section IV.B.10.</p>
---

**VERIFICATIONS**

*By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.*

<p><b>Registrar</b> (Print Name)</p> <p>_____</p>	<p><b>Financial Aid Officer</b> (Print Name)</p> <p>_____</p>	<p><b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b> Tammi Oyadomari-Chun</p> <p>_____</p>
Signature	Date	Signature
Signature	Date	Signature
Signature	Date	Signature

**ADDITIONAL COMMENTS**

EXISTING PROGRAM CODE TO REPLACE, IF APPLICABLE

Program Code		Program Description	
Institution		Campus	UH Manoa
College		Department	
Level			

Are current students "grandfathered" under the program code?  Yes  No

Should the old program code be available for use in Banner?  Yes  No

Effective  , old program code will no longer be available to admit or recruit students.  
Term (ie. Fall 2020)

*This will turn off the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules.*

Effective  , old program code will no longer be available to award degree to students.  
Term (ie. Fall 2020)

*This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules.*

ATTACHMENTS

BOR Approved: Sole-credential Certificate, Associate, Bachelor and Graduate Degrees, and sole credential certificates

BOR Meeting Minutes & Supporting Documents  Curriculum

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Memo from Chancellor to notify Vice President for Academic Planning and Policy regarding program action.

Curriculum

**CERTIFICATES ONLY: Please check one (1) statement. This certificate is a...**




BOR approved certificate. BOR Meeting/Approval Date:

Chancellor approved within an authorized BOR program. BOR Program:

Chancellor approved CO in accordance with UHCCP 5.203, Section IV.B.10.

VERIFICATIONS

By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.

Registrar (Print Name)	Financial Aid Officer (Print Name)	For Community Colleges, verification of consultation with OVPC Academic Affairs:
<input type="text" value="Pheng Xiong"/>	<input type="text" value="Jodie Kuba"/>	<input type="text" value="Tammi Oyadomari-Chun"/>
 Digitally signed by Pheng Xiong Date: 2022.02.10 18:55:48 +1000	 Digitally signed by Jodie Kuba Date: 2022.02.11 13:31:48 +1000	
Signature	Signature	Signature
Date	Date	Date

ADDITIONAL COMMENTS

Per 12/21/2022 meeting - this code is not an actual minor but will be used to facilitate STAR's ability to build out the tracks for STAR academic essentials. Code will not be assigned a CIP.



February 8, 2022

MEMORANDUM

TO: Pheng Xiong  
University Registrar

FROM: Laura E. Lyons *Laura E. Lyons*  
Interim Vice Provost for Academic Excellence

SUBJECT: Honors Track Implemented in Banner and STAR

This memo is intended to clarify the process by which the Honors track will be implemented in the Banner student information system and STAR. Per the [memo approved on July 23, 2021](#), an Honors track will be added to Banner and subsequently built into STAR. This will help students better track their progress toward degree, locate needed classes, and will also ensure that the coursework is included in their program of study for financial aid purposes.

It has come to my attention that due to the multitude of possible permutations entailed in this Honors track, the current best option is to build the Honors track not as a concentration code in Banner, but as a minor code. The primary benefit to using the minor code is that they are not attached to a particular major in Banner. This is not the case for concentrations, which are linked directly to a major. Although the Honors track is not technically a minor (rather it is a track or concentration), creating it as a minor code facilitates the creation of the STAR degree pathways needed for the Course Program of Study (CPoS) federal regulation. The Honors track will not be impacted by the double dipping restriction that occurs in STAR with actual minors. I understand that treating the Honors track as a minor field is not ideal, but it is the best solution available to us within existing system limitations, so I ask that we implement this change as soon as it can be updated.

Once the code is created in Banner, the [honors course list](#) will be built into STAR. Finally, I ask that the Office of the Registrar review the need for this code as enhancements to our student information system or the Honors Program are implemented. If you have any questions or concerns, please contact Director Quinn at [agoodwin@hawaii.edu](mailto:agoodwin@hawaii.edu).

C: Melissa Tome, Information Technology Services, Academic Technologies  
Grant Kim, Institutional Research, Analysis and Planning Office  
Vernadette Gonzalez, Director of Honors Program  
Siobhan Dhonacha, Honors Program  
Gary Rodwell, Director of STAR  
Joy Nishida, STAR  
Diane Nakashima, Director of Manoa Catalog  
Lisa Imai, Course Catalog & Archive Specialist  
April Nozomi Quinn, Director of Program Development and Review

2500 Campus Road, Hawai'i Hall 209  
Honolulu, Hawai'i 96822  
Telephone: (808) 956-8447  
Fax: (808) 956-7115



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of HAWAII®  
MĀNOA



**Original Memo**

July 19, 2021

MEMORANDUM

TO: Laura Lyons, Interim Vice Provost for Academic Excellence

FROM: Vernadette Gonzalez, Director, UHM Honors Program

A handwritten signature in black ink that reads "Vernadette Gonzalez".

SUBJECT: Requesting New Banner Code for Honors (CPoS/STAR Academic Essentials & GPS)

SPECIFIC ACTION REQUESTED:

It is requested that an “Honors Track” be created in the Banner student information system and STAR Academic Essentials to identify students who are in the Honors Program.

REQUESTED EFFECTIVE TERM:

Fall 2021

ADDITIONAL COST:

None

RATIONALE/PURPOSE:

Currently, the University of Hawai‘i (UH) System is in the process of implementing the Course Program of Study (CPoS) federal regulation relating to their degree coursework and student financial aid eligibility. Specifically, this federal regulation mandates higher education institutions to apply federal student financial aid to courses applicable towards their degree program.

Along those same lines, the University of Hawai‘i at Mānoa (UH Mānoa) Honors Program is working with the University Registrar and UH Mānoa CPoS Implementation Team to create solutions that support Honors students enrolled in Honors Program courses to meet the CPoS regulation. This refers to courses that have graduation designations such as Writing Intensive, for example, and are either A Section or HON.

The proposed solution involves creating an “Honors Track” in the Banner student information system and STAR Academic Essentials/GPS that all stakeholders, including students, can access. The track will be used to identify students as part of the UH Mānoa Honors Academic Program and their enrollment in required Honors course/s.

2425 Campus Road, Sinclair Library, Room 106, Honolulu, HI 96822.  
Phone: (808) 956-8391; Email: [honors@hawaii.edu](mailto:honors@hawaii.edu); Web: <http://manoa.hawaii.edu/undergrad/honors/>



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MĀNOA



Additionally, this would meet the UH Mānoa Honors Academic Program's ongoing goal of enhanced visibility and accessibility for Honors students at our University. Once approved, Honors will work with the University Registrar for next steps.

ACTION RECOMMENDED

It is recommended that an "Honors Track" be created in the Banner student information system and STAR Academic Essentials to identify students who are in the Honors Program.

**APPROVED** / DISAPPROVED

Signature *Laura E. Lyons* Date 23 July 21  
Laura E. Lyons  
Interim Vice Provost for Academic Excellence

cc: April Nozomi Quinn, Director of Program Development and Review  
Pheng Xiong, University Registrar

## Honors CPoS/STAR Meeting 12.21.21 9:00 AM HST

### **Join Zoom Meeting**

<https://hawaii.zoom.us/j/95972408370>

**Meeting ID:** 959 7240 8370

**Passcode:** 155630

Attendees: Pheng Xiong, April Goodwin, Vernadette Gonzalez,  
Joy Nishida, Siobhán Ní Dhonacha, Grant Kim

Reference: Memo Requesting New Banner Code for Honors (CPoS/STAR  
Academic Essentials & GPS)

### **Issues at hand:**

1. A memo was created and approved to obtain a new Honors Banner Code.
2. Next step, when the code is secured, build the Banner side without having to attach the code to each of 100++ majors, if at all possible. What is functional for Max that can allow STAR to treat Honors in the same way as a Minor?
  - Is there a way to do that in Banner, Max? Your thoughts and directions?
2. In STAR the goal is to have a “one size fits all” streamlined approach with visibility in STAR Academic Essentials for those students who are in Honors. This supports all stakeholders meeting Federal CPoS requirements, tracking for Honors and Honors students, and visibility in STAR.
  - What does STAR need to achieve this, Joy? Your thoughts and directions?

Notes: There are two different entry points (2 year track and 4 year track) for honors students – there are required courses that all Honors students have to take. There is double dipping in that a students can double count Honors 499 and 496 across majors. No honors courses are built into the majors at this point except by exception that an academic advisor would make.

In general STAR needs clarification on double dipping for minors – we’re talking about using it a mechanism – a bucket.

We would need to create two separate tracks for the entry points.

The honors program in STAR would only be made available to Honors.  
Limiting scope is Joy’s recommendation.

**Gary Rodwell email note from 10.19.21:**

“I believe our challenge here is how to serve all the stakeholders while minimizing resources to create that solution. I think you might have something April, and I would go with your track model if we did not have minors coming online. With "Minors" coming online we can just make Honors into minor in this way it can be added to any program (a minor is coded once only). I estimate this would cut out at least 2000 hours of work each year (having to create an honors track {STAR pathway} for all majors and double majors etc) and achieve the same outcome from a CPOS and student outcome.

When I think about it, Max and April I think we might have all been saying the same thing just using different words: you use "track" or "container" I use "minor" .. kind of like how people say "Potato" differently.

**Discussion:**

Students apply to the Honors Program – it’s a rolling list. May need to add another step to provide us a list of students who are in the honors program, must be accurate.

Produce the two documents for the tracks, update the memo that states that it would be more effective to use a minor code and include the two minor tracks.

**Resolution:**



**Next Steps:**

**April does a clarifying memo- will append the previous memo and the 2 program sheets. Add language that references the revisions to EP 5.201 (cc Melissa Tome in Banner- handled as a major code in Banner- will not have a CIP code). Double dip exemption for STAR (in relation to minors)**

**To April - January 10th, 2022**

## **UHM Honors Program Course List CPoS, Banner, STAR**

### **1.5.22**

#### **UHM Honors Program Course List - Final as of 1.5.21**

#### **New Banner Code for Honors (CPoS/STAR Academic Essentials & GPS)**

#### **HON Alpha Courses**

HON 101 (WI): Introduction to Research at Manoa (Writing Intensive, 3 credits, A-F)

HON 291 Alpha (WI) - (DA, DB, DH, DL, DP, DS) the ones below are the course designations offered most frequently/recently

- HON 291B: Sophomore Seminar: Biological Science
- HON 291H: Sophomore Seminar: Humanities
- HON 291S: Sophomore Seminar: Social Science

HON 299: Transformational Research Exp

HON 301 Public Policy Making

HON 303 Civic Engagement, Volunteerism & Community Service (WI, E)

HON 330: Off Campus Study Project

HON 333 Experiential & Scholarly Engagement O (Oral Communication), WI (Writing Intensive)

HON 340: The Publication Process (WI/E)

HON 491: Junior Seminar (Writing Intensive, 3 credits, A-F)

HON 494: Honors Workshop (Zero credits, N/CR)

HON 495: Honors Thesis Proposal O (Oral Communication), WI (Writing Intensive) (CR/NC, 3 credits)

HON 496 Senior Honors Project (6 credits over two semesters)

HON 499 Directed Reading (V)

600 level equivalent course, as approved by the Honors Program on a case by case basis

## **UHM Honors Program Course List CPoS, Banner, STAR**

### **A Section Courses**

AMST 150A  
AMST 220A  
CHN 101A  
COMG 151A  
COMG 251A  
ECON 130A  
ECON 131A  
EDEF 352A  
ENG 100A  
ES 101A  
HIST 161A  
HIST 162A  
HWST 107A  
MATH 251A  
MATH 252A  
MATH 253A  
PSY 100A  
SOC 100A  
WGSS 151A

*\*New HON courses may be created, and added at a later date.*

**UH MĀNOA ADMINISTRATION  
REORGANIZATION  
PHASE 2**

**APPROVED ORGANIZATION CHARTS,  
EFFECTIVE JULY 1, 2021**

UH Board of Regents approved the Phase 2 reorganization proposal on April 15, 2021.

Charts do not reflect non-appropriated temporary positions.

PROPOSED PHASE 2

BOARD OF REGENTS

EXECUTIVE ADMINISTRATOR & SECRETARY OF THE BOARD OF REGENTS

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION

RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAII

(For Administrative Purposes)

STATE POSTSECONDARY EDUCATION COMMISSION

WESTERN INTERSTATE COMMISSION FOR HIGHER EDUCATION

INTERNAL AUDITOR

STATE OF HAWAII  
UNIVERSITY OF HAWAII  
SYSTEMWIDE ADMINISTRATION

PRESIDENT, UNIVERSITY OF HAWAII

REGENTS CANDIDATE ADVISORY COUNCIL

UNIVERSITY OF HAWAII FOUNDATION / VICE PRESIDENT FOR ADVANCEMENT

ALL CAMPUS COUNCIL OF FACULTY SENATE CHAIRS

STUDENT CAUCUS

COUNCIL OF CHANCELLORS

SENIOR ADVISOR TO THE PRESIDENT FOR NATIVE HAWAIIAN AFFAIRS

P KO'A COUNCIL

MĀNOA FACULTY SENATE

MĀNOA STAFF SENATE

ASSOCIATED STUDENTS OF THE UHM

UHM GRADUATE STUDENT ORGANIZATION

MĀNOA ATHLETIC ADVISORY BOARD

MĀNOA KUALI'I COUNCIL

Chancellor, University of Hawaii'i at Hilo

Chancellor, University of Hawaii'i at West O'ahu

VICE PRESIDENT FOR COMMUNITY COLLEGES

Associate Vice President Administrative Affairs

Associate Vice President Academic Affairs

- Chancellor, Hawaii'i Community College
- Chancellor, Honolulu Community College
- Chancellor, Kapi'olani Community College
- Chancellor, Kaua'i Community College
- Chancellor, Leeward Community College
- Chancellor, Maui College
- Chancellor, Windward Community College

PROVOST, UNIVERSITY OF HAWAII MĀNOA

MĀNOA OFFICE OF BUSINESS AND FINANCE

MĀNOA INTERCOLLEGIATE ATHLETICS

MĀNOA NATIVE HAWAIIAN PLACE OF LEARNING ADVANCEMENT OFFICE

EQUITY ASSURANCE OFFICE

VICE PRESIDENT FOR LEGAL AFFAIRS & UNIVERSITY GENERAL COUNSEL

VICE PRESIDENT FOR RESEARCH AND INNOVATION

VICE PRESIDENT FOR INFORMATION TECHNOLOGY/CHIEF INFORMATION OFFICER

VICE PRESIDENT FOR ACADEMIC PLANNING & POLICY

VICE PRESIDENT FOR ADMINISTRATION

VICE PRESIDENT FOR BUDGET & FINANCE/CHIEF FINANCIAL OFFICER

PROPOSED PHASE 2

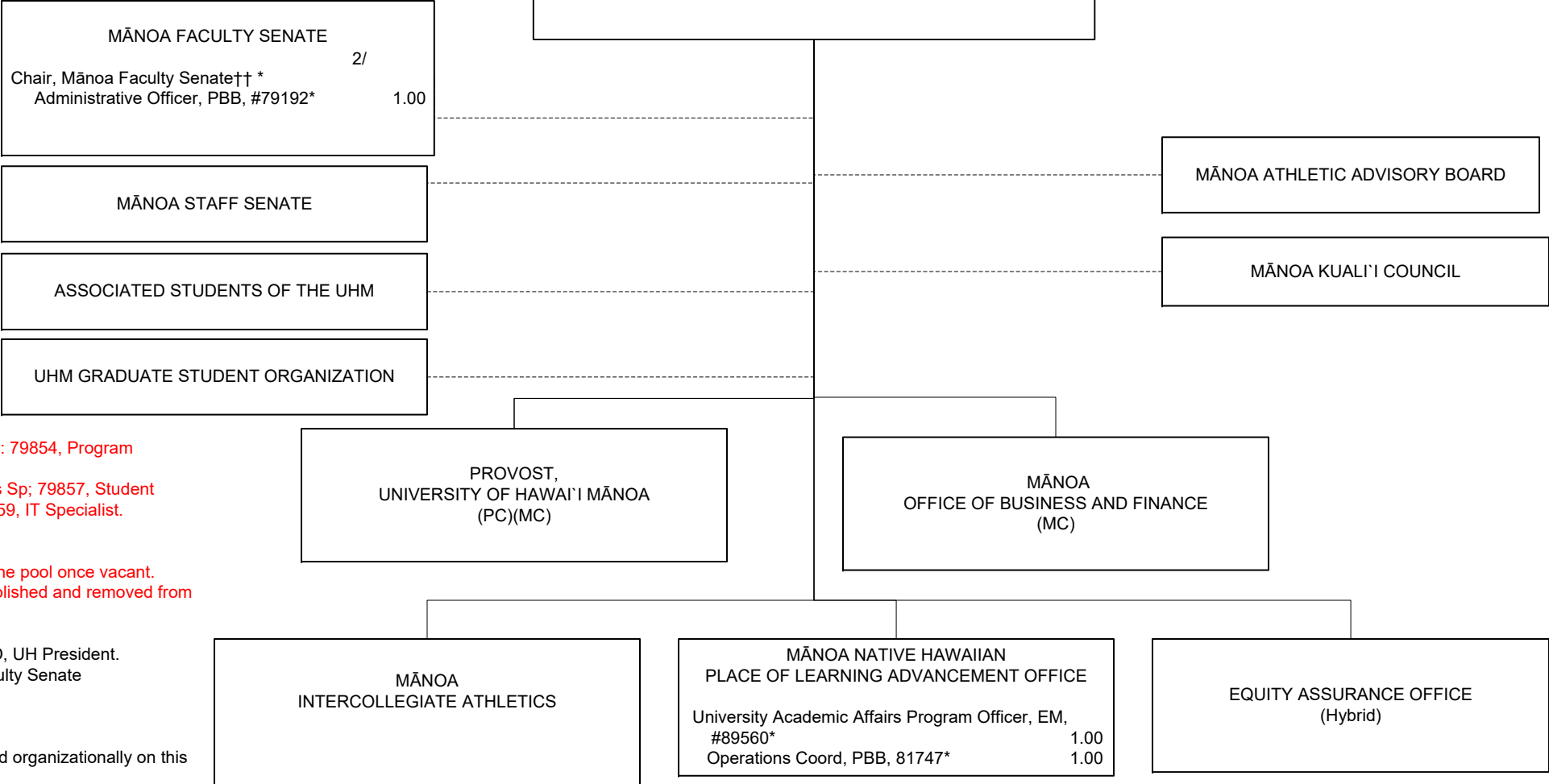
**PRESIDENT, UNIVERSITY OF HAWAI'I**  
(Hybrid) (PC)(MC)

President, EM, #89058	1.00
Asst to Senior Executive, EM: #89362, #89495	2.00
Admin & Fiscal Support Sp, PBA, #80180	1.00
<del>Chancellor, EM, #89261 (VS)</del>	
Private Secretary II, SR-22, #100053*	1.00 1\
<del>Administrative Officer, PBB, #78138 (VS)</del>	
<del>Administrative Assistant, EM, #89365 (VS)</del>	
<i>Faculty Athletics Representative (0.50TE)†</i>	

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
SYSTEMWIDE ADMINISTRATION  
**OFFICE OF THE PRESIDENT**

POSITION ORGANIZATION CHART

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)



**System:**  
- Positions established, pending reorganization: 79854, Program Manager; 79885, Admin Officer; 79856, Student Services Sp; 79857, Student Services Sp; 79858, Student Services Sp; 79859, IT Specialist.

**Mānoa:**  
- 1/ Private Sec II (#100053) will be moved to the pool once vacant.  
- 2/ Ofc Asst III in Mānoa Faculty Senate is abolished and removed from chart.

†Position annually selected by the Manoa CEO, UH President.  
††Position annually elected by the Manoa Faculty Senate

Positions to be redescribed, as appropriate

\* Positions appropriated to UH Mānoa, reflected organizationally on this chart.

**PERM**  
10.00(SW)  
4.00 (MA)

PROPOSED PHASE 2

STATE OF HAWAI'I  
 UNIVERSITY OF HAWAI'I  
 UNIVERSITY OF HAWAI'I AT MĀNOA  
**OFFICE OF THE PROVOST**

POSITION ORGANIZATION CHART

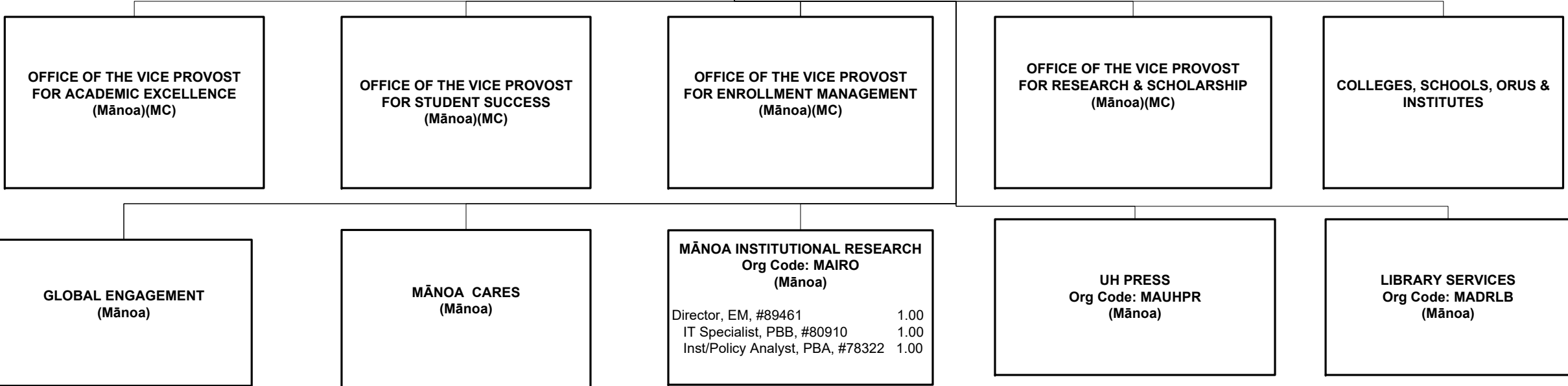
PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)

**PRESIDENT, UNIVERSITY OF HAWAI'I**  
 (Hybrid) (PC)(MC)

**OFFICE OF THE PROVOST**  
**(Mānoa) (PC)(MC)**  
**UNIVERSITY OF HAWAI'I AT MĀNOA**  
**Org Code: TBD**

Provost, EM, #89104	1.00
Administrative Officer, PBB, #78429	1.00
Asst to Senior Executive, EM, #89434	1.00
Admin & Fiscal Supp Sp, PBA, #78055	1.00
Marketing Specialist, PBB, #80096	1.00
Fiscal Specialist, PBB, #78229	1.00
Public Information Specialist, PBC, #78873	1.00

PROVOST'S COUNCIL



Positions to be redescribed, as appropriate

<b>CHART TOTAL</b>	<b>PERM</b>
General Fund:	10.00

**PROPOSED PHASE 2**

STATE OF HAWAII  
 UNIVERSITY OF HAWAII  
 UNIVERSITY OF HAWAII AT MĀNOA  
**OFFICE OF THE VICE PROVOST FOR  
 ACADEMIC EXCELLENCE**

POSITION ORGANIZATION CHART (OVPAE)

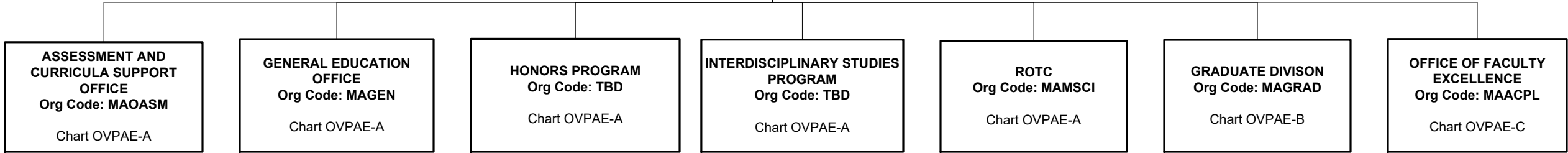
PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)

**PRESIDENT, UNIVERSITY OF HAWAII**  
 (Hybrid) (PC)(MC)

**OFFICE OF THE PROVOST**  
 (Mānoa) (PC)(MC)  
**UNIVERSITY OF HAWAII AT MĀNOA**

**OFFICE OF THE VICE PROVOST FOR ACADEMIC EXCELLENCE 1/**  
 (Mānoa)(MC)  
 Org Code: TBD

Associate Vice Chancellor for Academic Affairs, EM, #89169	1.00
Academic Affairs Program Officer, EM, #89009	1.00
Educational Spec, PBB, #79837	1.00
Educational Specialist, PBB, #80812	1.00
Program Specialist, PBB, #81742	1.00
Human Resources Specialist, PBC, #79166	1.00



1/ Collaborate with Study Abroad  
 Positions to be redescribed, as appropriate

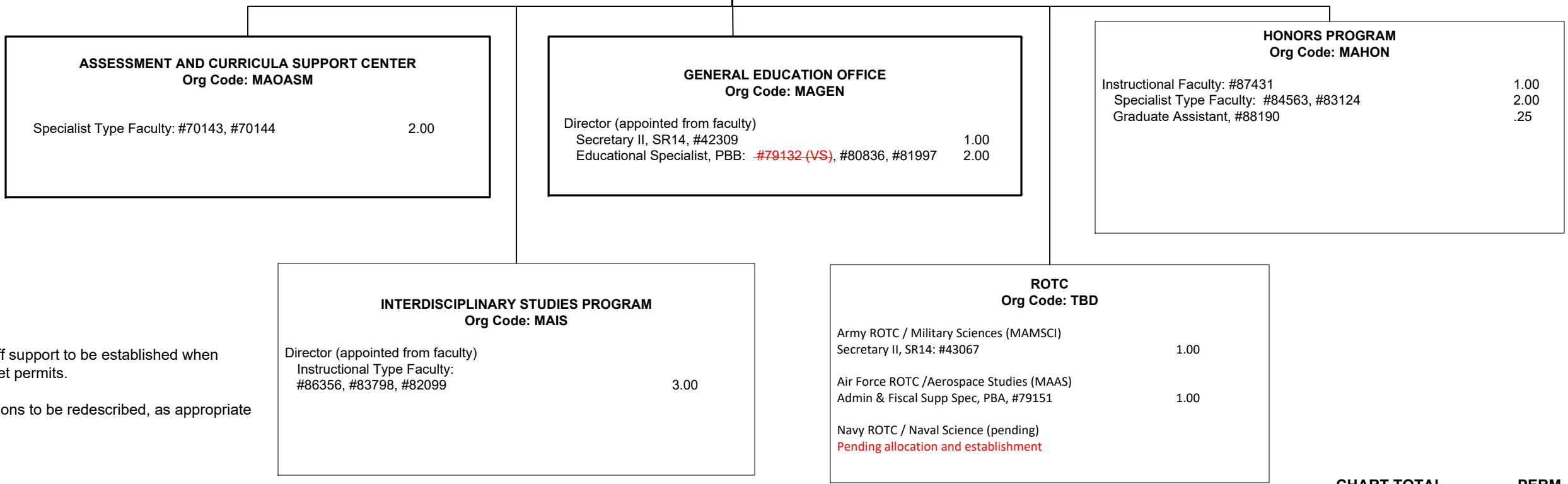
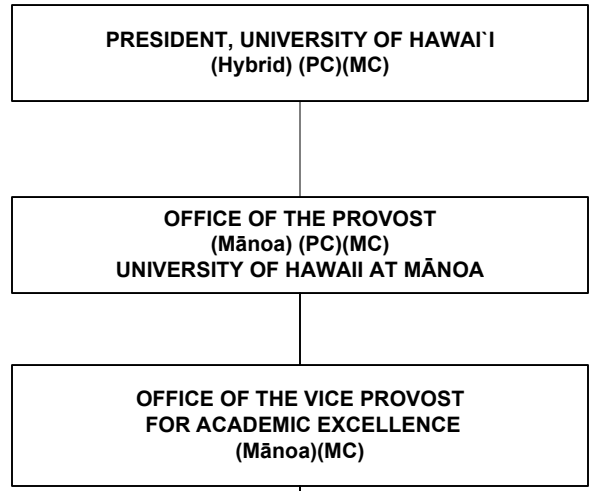


PROPOSED PHASE 2

STATE OF HAWAI'I  
 UNIVERSITY OF HAWAI'I  
 UNIVERSITY OF HAWAI'I AT MĀNOA  
 OFFICE OF THE VICE PROVOST FOR  
 ACADEMIC EXCELLENCE  
**ASSESSMENT AND CURRICULA SUPPORT CENTER**  
**GENERAL EDUCATION OFFICE**  
**HONORS PROGRAM**  
**INTERDISCIPLINARY STUDIES**  
**ROTC**

POSITION ORGANIZATION CHART (OVPAE-A)

PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)



\* Staff support to be established when budget permits.

Positions to be redescribed, as appropriate

**CHART TOTAL**  
 General Fund:

**PERM**  
 13.25

PROPOSED PHASE 2

STATE OF HAWAII  
 UNIVERSITY OF HAWAII  
 UNIVERSITY OF HAWAII AT MĀNOA  
 OFFICE OF THE VICE PROVOST FOR  
 ACADEMIC EXCELLENCE  
**OFFICE OF GRADUATE DIVISION**  
 POSITION ORGANIZATION CHART (OVPAE-B)

PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)

**PRESIDENT, UNIVERSITY OF HAWAII**  
 (Hybrid) (PC)(MC)

**OFFICE OF THE PROVOST**  
 (Mānoa) (PC)(MC)  
**UNIVERSITY OF HAWAII AT MĀNOA**

**OFFICE OF THE VICE PROVOST**  
**FOR ACADEMIC EXCELLENCE**  
 (Mānoa)(MC)

**GRADUATE DIVISION**  
 Org Code: MAGRAD

**OFFICE OF THE DEAN**  
 Org Code: TBD

Dean, EM, #89040	1.00
Secretary III, SR-16, #26604	1.00
Associate Dean, EM, #89060	1.00
Specialist Type Faculty, #84519 (Asst Sp - 3+2 and International Prog Coordinator)	1.00
Academic Supp Spec., PBB, #80566 (Fellowships, scholarships & Prof Dev Coordinator)	1.00 2\
IT Manager, PBB, #81628	1.00 1\

**GRADUATE STUDENT SERVICES**  
 Org Code: TBD

Student Services Specialist, PBC, #80275	1.00
Student Services Specialist, PBB #80480, #78687, #80634, #81275, #81537	5.00
Office Assistant IV, SR-10, #41853, #17377 (VS)	1.00
IT Specialist, PBB, #79082	1.00 1\

1\ Graduate Division IT Specialists (#81628 and #79082) to provide collaborative support to initiatives and operations that involve graduate student recruitment, admissions and services, research opportunities and scholarship.

2\ Graduate Division Academic Support Specialist (#80566) to provide collaborative support to OVPRS on graduate research opportunities and postdoctoral affairs.

Positions to be redescribed, as appropriate

PROPOSED PHASE 2

**PRESIDENT, UNIVERSITY OF HAWAI'I**  
(Hybrid) (PC)(MC)

**OFFICE OF THE PROVOST**  
(Mānoa) (PC)(MC)  
**UNIVERSITY OF HAWAII AT MĀNOA**

**OFFICE OF THE VICE PROVOST**  
**FOR ACADEMIC EXCELLENCE**  
(Mānoa)(MC)

**OFFICE OF FACULTY EXCELLENCE**  
Org Code: MAACPL

Asst Vice Chancellor, EM, #89214	1.00
Operations Coordinator, PBB, #79601	1.00

**ACADEMIC PERSONNEL**  
Org Code: TBD

Academic Affairs Program Officer, EM #89556	1.00
Human Resources Specialist, PBB, #77171	1.00

**OFFICE OF FACULTY DEVELOPMENT AND ACADEMIC SUPPORT**  
Org Code: MAOFDA

Director (appointed from faculty)	
Secretary III, SR16, #14349	1.00
Graphic Designer, PBB: #80687, #80688	2.00
Specialist Type Faculty: #83597	1.00
Specialist Type Faculty: #86264	1.00
Educational Spec, PBB, #77751	1.00
Media Specialist, PBB, #81678	1.00
Media Specialist, PBB, #77515 (VS)	
Electronic Technician, PBA, #81012 (VS)	

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
OFFICE OF THE VICE PROVOST FOR  
ACADEMIC EXCELLENCE  
**FACULTY EXCELLENCE OFFICE**

POSITION ORGANIZATION CHART (OVPAE-C)

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

Positions to be redescribed, as appropriate



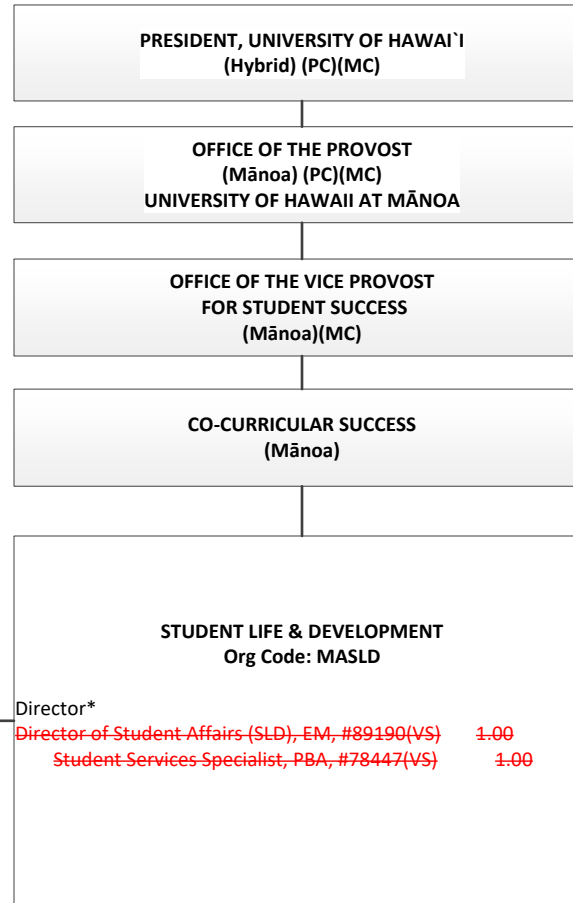
**PROPOSED PHASE 2**

STATE OF HAWAI'I  
 UNIVERSITY OF HAWAI'I  
 UNIVERSITY OF HAWAI'I AT MĀNOA  
 OFFICE OF THE VICE PROVOST FOR  
 STUDENT SUCCESS  
 CO-CURRICULAR SUCCESS  
**STUDENT LIFE & DEVELOPMENT**  
 POSITION ORGANIZATION CHART (OVPSS-A)

PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)

**STUDENT LIFE BUSINESS SERVICES**  
 Org Code: MABSSL

Student Services Specialist, PBB, #79129	1.00
Administrative Svcs Manager, PBB, #80163 (B)	1.00 (B)
Administrative Officer, PBB, #79408 (B)	1.00 (B)
Administrative & Fiscal Support Specialist, PBA: #78450 (B)(V), #80649 (B)	2.00 (B)
Student Services Specialist, PBB, #80660(B)	1.00 (B)
Bldg Maintenance Worker, BC09, #28597(B)	1.00 (B)
Bldg & Grounds Utility Worker, BC05, #44085 (B), #44109 (B), #45379 (B)	3.00 (B)
Student Services Specialist, PBA, #78831(B)	1.00 (B)
Janitor III, WS02, #44089 (B)	1.00 (B)
Janitor II, BC02: #25329 (B), #25392 (B), #46560 (B), #900563 (B), #900564 (B)	5.00 (B)
System Admin, PBB, #79661 (B)	1.00 (B)



**STUDENT EVENTS & CAMPUS LIFE SERVICES**  
 Org Code: MASESL

Specialist Type Faculty, #88328 (B)	1.00 (B)
Specialist Type Faculty, #70084 (W)	1.00 (W)
Student Services Specialist, PBB, #81486 (W)	1.00 (W)
Specialist Type Faculty, #88334 (W)	1.00 (W)
Student Services Specialist, PBB, #78991(B)	1.00 (B)
Student Services Specialist, PBA, #80631 (B), #80942 (B)	2.00 (B)

**STUDENT INVOLVEMENT & LEADERSHIP DEVELOPMENT PROGRAMS**  
 Org Code: MASISL

Specialist Type Faculty, #83705	1.00
Specialist Type Faculty, #70078	1.00
Student Services Specialist, PBB, #81510 (W)	1.00 (W)

**STUDENT RECREATION SERVICES**  
 Org Code: MASRSL

Specialist Type Faculty, #83512	1.00
Office Assistant III, SR08, #26460	1.00
Student Services Specialist, PBB, #77071	1.00
Student Services Specialist, PBB, #80025 (B)	1.00 (B)
Student Services Specialist, PBA, #79313 (B)	1.00 (B)

CHART TOTAL:	PERM	TEMP
General Funds:	6.00	--
Special Funds (B):	23.00	--
Revolving Funds (W):	4.00	--

\* Director, to be established when budget permits  
 Positions to be redescribed, as appropriate

PROPOSED PHASE 2

PRESIDENT, UNIVERSITY OF HAWAI'I  
(Hybrid) (PC)(MC)

OFFICE OF THE PROVOST  
(Mānoa) (PC)(MC)  
UNIVERSITY OF HAWAII AT MĀNOA

OFFICE OF THE VICE PROVOST  
FOR STUDENT SUCCESS  
(Mānoa)(MC)

CO-CURRICULAR SUCCESS  
(Mānoa)

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
OFFICE OF THE VICE PROVOST FOR  
STUDENT SUCCESS  
CO-CURRICULAR SUCCESS  
**MĀNOA CAREER CENTER**

POSITION ORGANIZATION CHART (OVPSS-B)

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

**MĀNOA CAREER CENTER**  
Org Code: MAMCC

Specialist Type Faculty, #82644	1.00
Student Services Specialist, PBB, #81434	1.00
IT Specialist, PBB, #78476	1.00
IT Specialist, PBA, #78604	1.00
<del>Graphic Designer, PBA, #80453T (VS)</del>	
<del>Instr &amp; Student Support, PBA, #79844 (VS)</del>	

**CAREER SERVICES**  
Org Code: MACSCD

Specialist Type Faculty:	2.00
#70072, #82701, <del>#88125 (VS)</del>	

**COOPERATIVE EDUCATION**  
Org Code: MACECD

Specialist Type Faculty: #82642, #88325	2.00
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**STUDENT EMPLOYMENT SERVICES**  
Org Code: MASECD

Student Services Specialist, PBB, #81481	1.00
Student Services Specialist, PBA, #78605	1.00

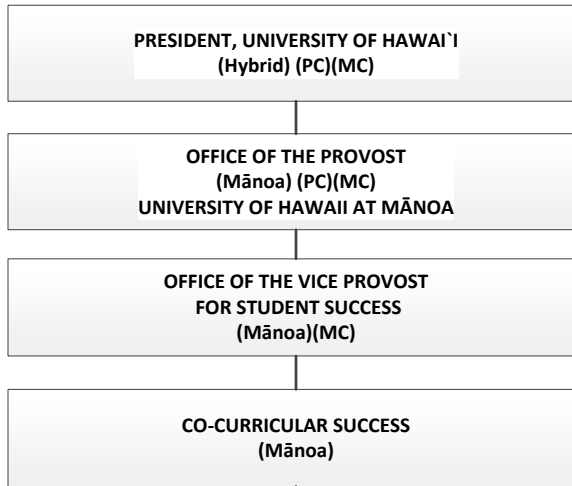
<b>CHART TOTAL:</b>	<b>PERM</b>	<b>TEMP</b>
General Funds:	10.00	--

Positions to be redescribed, as appropriate

PROPOSED PHASE 2

STATE OF HAWAI'I  
 UNIVERSITY OF HAWAI'I  
 UNIVERSITY OF HAWAI'I AT MĀNOA  
 OFFICE OF THE VICE PROVOST FOR  
 STUDENT SUCCESS  
 CO-CURRICULAR SUCCESS  
**UNIVERSITY HEALTH SERVICES**  
 POSITION ORGANIZATION CHART (OVPSS-C)

PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)



**ADMINISTRATIVE SUPPORT**  
 Org Code: MAASHW

~~Specialist Type Faculty, #83539 (VS)~~

Operations Coordinator, PBB, #80944	1.00
Fiscal Specialist, PBB, #79646	1.00
Office Assistant IV, SR10, #25410 (W)	1.00 (W)
Admin & Fiscal Support Sp, PBA, #79715	1.00
Cashier I, SR10, #112430 (W)	1.00 (W)

**UNIVERSITY HEALTH SERVICES**

Specialist and Director, #82341	1.00
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**HEALTH EDUCATION AND PROMOTION**  
 Org Code: MAHPHW

Specialist Type Faculty, #88317	1.00
Specialist Type Faculty, #70079	1.00

**MEDICAL STAFF**  
 Org Code: MAMSHW

Advanced Practice Registered Nurse II, SR28, #41706 (W)	1.00 (W)
Specialist Type Faculty:	2.00 (W)
#83261 (0.50) (W), #83397 (0.50)(W),	
#84576 (0.50) (W), #84576A (0.50) (W)	

**NURSING STAFF**  
 Org Code: MANSHW

Registered Nurse IV, SR22, #10312 (W)	1.00 (W)
Registered Nurse III, SR20:	4.00 (W)
#13615 (W), #13616 (W), #18091 (W),	
#22672 (W)	

**LABORATORY**  
 Org Code: MALBHW

Medical Technologist, PBA, #80671	1.00
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**PHARMACY**  
 Org Code: MAPHHW

Pharmacist, PBC, #78521	.50
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<b>CHART TOTAL:</b>	<b>PERM</b>	<b>TEMP</b>
General Funds:	7.50	0.00
Revolving Funds (W):	10.00	0.00

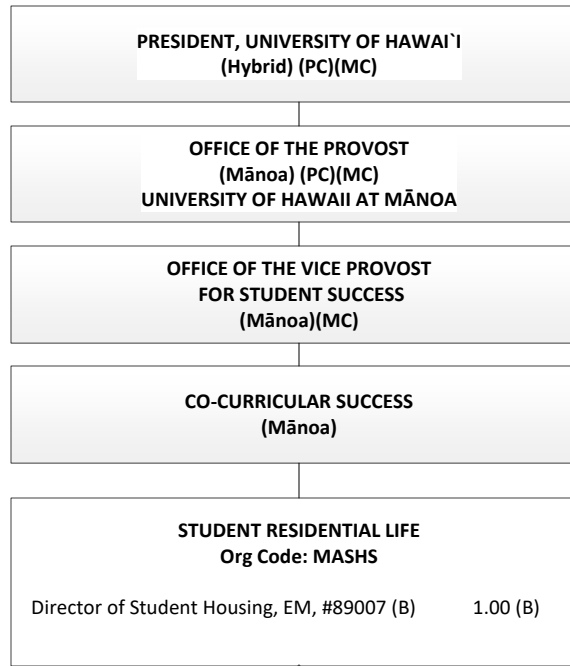
Positions to be redescribed as appropriate

PROPOSED PHASE 2

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
OFFICE OF THE VICE PROVOST FOR  
STUDENT SUCCESS  
CO-CURRICULAR SUCCESS  
STUDENT RESIDENTIAL LIFE

POSITION ORGANIZATION CHART (OVPSS-D)

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)



OPERATIONS 1\, *	
Org Code: MAOPSH	
Auxiliary & Facilities Services Manager, PBB, #80629 (B)	1.00 (B)
Auxiliary & Facilities Services Officer, PBA #78141 (B)	1.00 (B)
Auxiliary & Facilities Services Officer, PBA #81942 (B)	1.00 (B)
Registered Architect, PBB, #77005 (B)	1.00 (B)
MAINTENANCE STAFF:	
Auxiliary & Facilities Services Officer, PBB, #79641 (B)	1.00 (B) 2\
Building Maintenance Supervisor I, F109, #900548 (B)	1.00 (B)
Building Maintenance Worker I, BC09:	
#13578 (B), #31242 (B), #31245 (B), #110585(B)	4.00 (B)
#900513, #900514	2.00
Plumber I, BC10, #900603 (B)	1.00 (B)
Electrician I, BC10, #900604 (B)	1.00 (B)
CUSTODIAL & GROUNDS STAFF:	
Auxiliary & Facilities Services Officer, #99075F (B)	1.00 (B) 2\
Janitor III, WS02, #900850 (B), #900851 (B)	2.00 (B)
Janitor II, BC02:	16.00 (B)
#900852 (B), #900853 (B), #900854 (B), #900855 (B), #900856 (B), #900857 (B), #900858 (B), #900859 (B), #900860 (B), #900861 (B), #900862 (B), #900863 (B), #900864 (B), #900865 (B), #900866 (B), #900867 (B)	
Groundskeeper II, WS02, #24251 (B)	1.00 (B)
Groundskeeper I, BC02, #31246 (B)	1.00 (B)
OPERATIONS SUPPORT:	
Environmental & Health Safety Sp, PBA, #81680 (B)	1.00 (B)
General Laborer II, BC-03:	6.00 (B)
#900918 (B), #900919 (B), #900920 (B), #900921 (B), #900922 (B), #900923 (B)	

ADMINISTRATION 1\ Org Code: MAADSH	
Administrative Svcs Mgr, PBB, #81612 (B)	1.00 (B)
FISCAL:	
Fiscal Specialist, Senior, PBB, #80193 (B)	1.00 (B)
Fiscal Specialist, PBB, #77029 (B)	1.00 (B)
Cashier I, SR10, #28336 (B)	1.00 (B)
Fiscal Specialist, PBB, #80298 (B)	1.00 (B)
Office Assistant IV, SR10, #18701 (B)	1.00 (B)
ASSIGNMENTS:	
Administrative Officer, PBB, #79170 (B)	1.00 (B)
Student Services Specialist, PBA, #78732	1.00
Student Services Specialist, PBA:	2.00 (B)
#79330 (B), #79885 (B)	
CONFERENCES:	
Student Services Specialist, PBB, #80219 (B)	1.00 (B)
PERSONNEL:	
Human Resources Sp, PBB, #81103 (B)	1.00 (B)
Human Resources Sp, PBB, #78729	1.00
INFORMATION TECHNOLOGY:	
IT Specialist, PBB, #78311 (B), #81361 (B)	2.00 (B)
IT Specialist, PBA, #77097 (B)	1.00 (B)

RESIDENTIAL LIFE Org Code: MARLSH	
Residence Life Mgr, PBB, #80630 (B)	1.00 (B)
STUDENT CONDUCT & COMMUNITY STANDARDS:	
Residence Life Specialist, PBB, #81611 (B)	1.00 (B)
Residence Life Specialist, PBA, #80598 (B)	1.00 (B)
RESIDENTIAL AREAS:	
Residence Life Specialist, PBB:	3.00 (B)
#80594 (B), #80597 (B), #80825 (B)	
Office Assistant III, SR08:	2.00 (B)
#23582 (B), #28545 (B)	
Residence Life Specialist, PBA:	2.00 (B)
#80924 (B), #80764 (B)	
HALL STAFF:	
Residence Life Specialist, PBA:	
#78542 (B), #78728 (B), #78959 (B), #78960 (B), #78961 (B), #78962 (B), #80595 (B)	7.00 (B)
#78730, #78731	2.00

CHART TOTAL:	PERM	TEMP
General Funds:	6.00	---
Special Funds (B):	72.00	---

2\ Pending establishment: Auxiliary & Facilities Services Officer #99075F  
Positions to be redescribed, as appropriate



PROPOSED (Phase 2)

STATE OF HAWAI'I  
 UNIVERSITY OF HAWAI'I  
 UNIVERSITY OF HAWAI'I AT MĀNOA  
 OFFICE OF THE VICE PROVOST FOR  
 STUDENT SUCCESS  
 CO-CURRICULAR SUCCESS  
**COUNSELING & STUDENT DEVELOPMENT**  
**STUDENT CONDUCT**  
**CHILDREN'S CENTER**

POSITION ORGANIZATION CHART (OVPSS-E)

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 MC=Mānoa Cabinet  
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 (HB2200, SLH 2020)

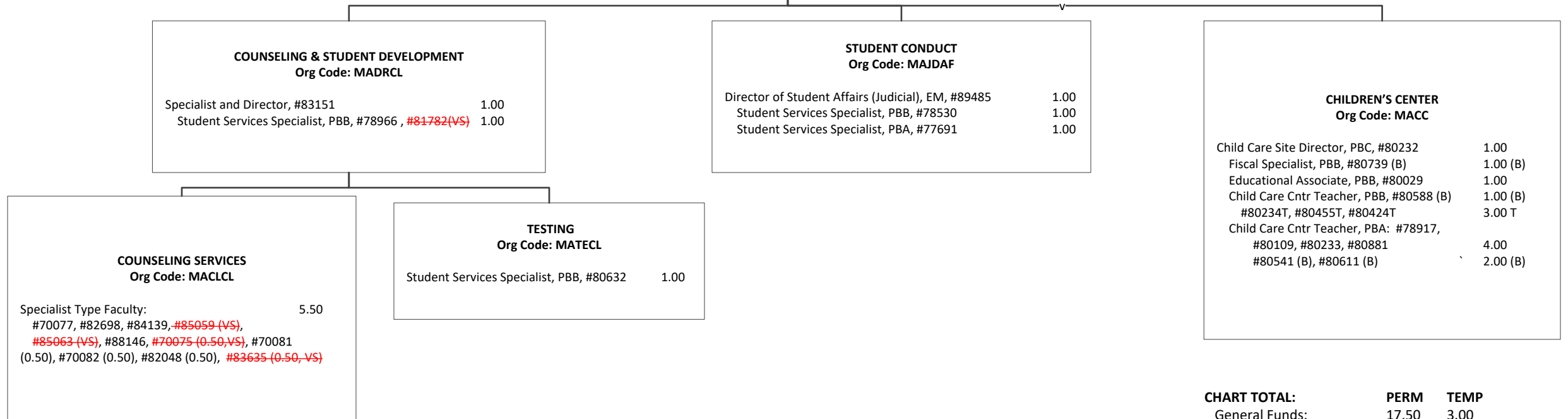
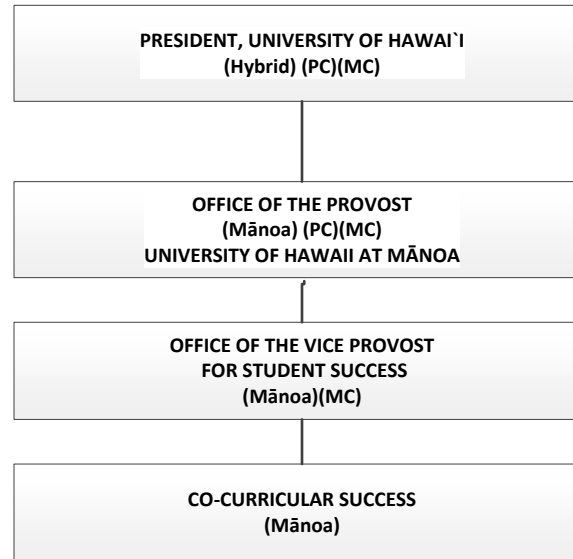


CHART TOTAL:	PERM	TEMP
General Funds:	17.50	3.00
Special Funds (B):	4.00	---

Positions to be redescribed, as appropriate

**PROPOSED PHASE 2**

**PRESIDENT, UNIVERSITY OF HAWAI'I  
(Hybrid) (PC)(MC)**

**OFFICE OF THE VICE PROVOST  
FOR STUDENT SUCCESS  
(Mānoa)(MC)**

**STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
OFFICE OF THE VICE PROVOST FOR  
STUDENT SUCCESS  
STUDENT DIVERSITY AND INCLUSION**

**POSITION ORGANIZATION CHART (OVPSS-F)**

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

**STUDENT DIVERSITY AND INCLUSION 2\  
Org Code: MASEED**

Assistant Vice Chancellor, EM, #89479	1.00
Fiscal Specialist, PBB, #78525, #81088	2.00
Specialist Type Faculty: #70069, #82594	2.00
Educational Specialist, PBB, #81063	1.00
Student Services Specialist, PBB: #77860, #78524 (VS), #78970 (VS)	1.00
Specialist type faculty (Graduate Professional Access Program), #82637	1.00
Specialist Type Faculty (Health Careers Opportunities Program), #70071	1.00

**KOKUA  
Org Code: MAKOKU**

Program Manager, PBC, #80666	1.00
Administrative Officer, PBB, #77032	1.00
Educational Specialist, PBB: #78261(VS), #78262, #80608, #80636, #81566	4.00
Educational Specialist, PBA, #81102	1.00

**OFFICE OF MULTICULTURAL STUDENT SERVICES  
Org Code: MAMULT**

Program Manager, PBB, #80517	1.00
Student Services Sp, PBB: #81799, #81801	2.00
Office Assistant III, SR08, #43052	1.00

**COLLEGE OPPORTUNITIES PROGRAM  
Org Code: MACOP**

Specialist Type Faculty, #83548	1.00
Student Services Sp, PBB, #80606	1.00
Student Services Sp, PBA, #78538	1.00
Office Assistant IV, SR10, #23086	1.00

**FEDERAL & STATE GRANTED PROGRAMS  
Org Code: TBD**

Mānoa Educational Talent Search (METS)  
Hawai'i Educational Talent Search (HETS)  
Child Care Access Means Parents in School  
GEAR UP Mānoa  
GEAR UP Waipahu  
Program for After-School Literacy Support (PALS)/  
Place-based Learning and Community  
Engagement in School (PLACES)  
Student Support Services

**WOMEN'S CENTER  
Org Code: MAWC**

Specialist Type Faculty: #84581, #88333	2.00
Student Services Sp, PBB, #78526(VS)	1.00

**LGBTQ+  
Org Code: TBD**

Specialist Type Faculty (LGBTQ+ Program), #70074	1.00
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**VETERAN STUDENT SERVICES  
Org Code: TBD**

Specialist Type Faculty (Veteran Student Services),  
#70070 (VS)

<b>CHART TOTAL:</b>	<b>PERM</b>	<b>TEMP</b>
General Funds:	27.00	0.00

2\ Collaborate with other equity related programs at the campus level.  
Positions to be redescribed, as appropriate

**PROPOSED PHASE 2**

**PRESIDENT, UNIVERSITY OF HAWAI'I  
(Hybrid) (PC)(MC)**

**OFFICE OF THE PROVOST  
(Mānoa) (PC)(MC)  
UNIVERSITY OF HAWAII AT MĀNOA**

**OFFICE OF THE VICE PROVOST  
FOR STUDENT SUCCESS  
(Mānoa)(MC)**

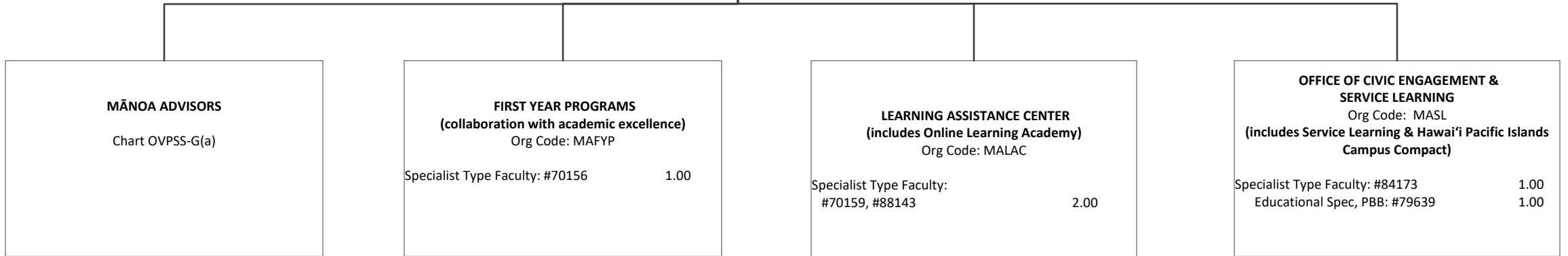
**STUDENT ACADEMIC SUCCESS 3\  
Org Code: TBD**

Asst Vice Chancellor, EM, 89010	1.00
Secretary III, 900930	1.00
Administrative Officer, PBB, 81335	1.00

**STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
OFFICE OF THE VICE PROVOST FOR  
STUDENT SUCCESS  
STUDENT ACADEMIC SUCCESS**

**POSITION ORGANIZATION CHART (OVPSS-G)**

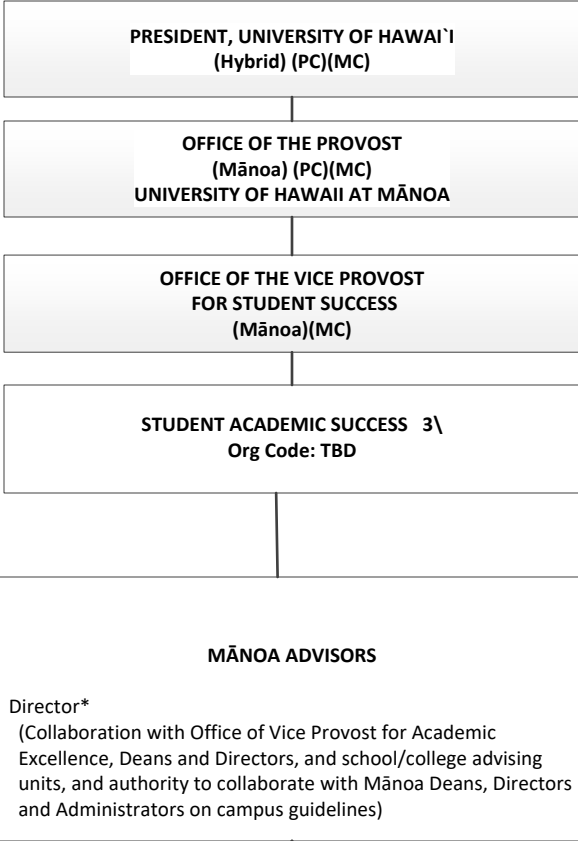
PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)



<b>CHART TOTAL:</b>	<b>PERM</b>	<b>TEMP</b>
General Funds:	8.00	0.00

3\ Onboarding functions within Student Co-Curricular Success, and Commencement functions within Student Academic Success, with positions to be established when budget permits.  
Positions to be redescribed, as appropriate

**PROPOSED PHASE 2**



STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
OFFICE OF THE VICE PROVOST FOR  
STUDENT SUCCESS  
**STUDENT ACADEMIC SUCCESS**  
POSITION ORGANIZATION CHART (OVPSS-G(a))

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

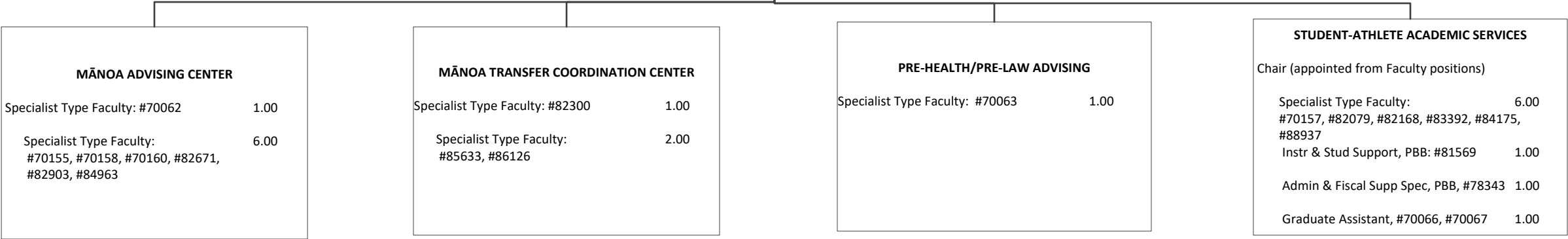


CHART TOTAL:	PERM	TEMP
General Funds:	20.00	0.00

\* Director, to be established when budget permits  
 3\ Onboarding functions within Student Co-Curricular Success, and Commencement functions within Student Academic Success, with positions to be established when budget permits.  
 Positions to be redescribed, as appropriate

**PROPOSED PHASE 2**

**PRESIDENT, UNIVERSITY OF HAWAI'I**  
(Hybrid) (PC)(MC)

**OFFICE OF THE PROVOST**  
(Mānoa) (PC)(MC)  
**UNIVERSITY OF HAWAII AT MĀNOA**

**OFFICE OF THE VICE PROVOST FOR ENROLLMENT MANAGEMENT 1\**  
(Mānoa)(MC)  
Org Code: MAEM

Assistant Vice Chancellor, EM, #89133	1.00
Administrative Officer, PBB, #77488	1.00
Administrative Officer, PBB, #78674	1.00
Admin & Fiscal Support Sp, PBA, #77518	1.00
Graphic Designer, PBA, #80547	1.00

**INFORMATION AND COMPUTER SERVICES 1\**  
Org Code: MAITEM

IT Manager, PBB, #80018	1.00
IT Specialist, PBB: #78228, #80017, #81134	3.00

**OFFICE OF ADMISSIONS 1\**  
Org Code: MAOAEM

Admissions Manager, PBC, #81154	1.00
Secretary II, SR14, #14866	1.00
<del>Student Services Specialist, PBB, #81297 (VS)</del>	
Admissions Specialist, PBB: #78658	1.00
Student Services Specialist, PBA, #81832	1.00
Office Assistant IV, SR10: #13495, #26538, #900015	3.00
Office Assistant III, SR8, #900016	1.00
Student Services Sp, PBA, #77130	1.00
Student Services Sp, PBA, #78841	1.00
Student Services Specialists, PBB, #78265, #78738, #80607	3.00
Admissions Specialist, PBB, #80626, #81071, #81414, #81734	4.00
Admissions Specialist, PBB, #80625	1.00
Office Assistant IV, SR10, #11496	1.00
Admissions Specialist, PBB, #80530	1.00
Admissions Specialist, PBB, #78660	1.00
Admissions Specialist, PBA: #77519, #77520 (VS), #77521, #77885, #78659	4.00
Admissions Specialist, PBB, #78406	1.00
Admissions Specialist, PBA, #79845	1.00
<del>Office Assistant IV, SR10: #15501 (VS)</del>	
Admissions Manager, PBC, #80463	1.00
Admissions Specialist, PBB: #77461 (VS), #78105 (VS), #78702, #78703, #78716, #78825 (VS), #78826, #78215	5.00
Admissions Specialist, PBA: #81847	1.00
Admin & Fiscal Support Sp, PBA, #78827	1.00

**OFFICE OF THE REGISTRAR**  
Org Code: MARGEM

Registrar, PBC, #81614	1.00
Registrar, Assistant, PBB, #80658	1.00
Registrar, Assistant, PBA, #79064 (W)	1.00 (W)
Student Services Specialist, PBA: #78405, #78657	2.00
Registrar, Assistant, PBA, #78828	1.00
Office Assistant IV, SR10: #00750 (VS), #14864 (VS), #15502, #21430, #40006	3.00
#14865 (W)	1.00 (W)
Office Assistant III, SR8: #13494 (W), #26539 (W)	2.00 (W)

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
**OFFICE OF THE VICE PROVOST FOR ENROLLMENT MANAGEMENT**

**POSITION ORGANIZATION CHART (OVPEM)**

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

**OFFICE OF FINANCIAL AID SERVICES AND SCHOLARSHIPS**  
Org Code: MAFAEM

Financial Aid Manager, PBC, #77250	1.00
Financial Aid Specialist, PBB, #81913	1.00
Financial Aid Specialist, PBB: #77044, #78226, #78227, #80717, 80922, #81151, #81607 (VS), #81609	7.00
Financial Aid Specialist, PBA: #78224, #78225, #78245, #78760, #78761, #78951, #80052, #81606, #81608	9.00

1\ Graduate Division IT Specialists (#81628 and #79082) to provide collaborative support to initiatives and operations that involve graduate student recruitment, admissions and services, research opportunities and scholarship.  
Pursuant to HB126, SLH 2020, 2 positions swept to campus pool: (1) Admissions Specialist, PBA, #77461 (V), (2) # 79819, Institutional Policy Analyst.  
Positions to be redescribed, as appropriate

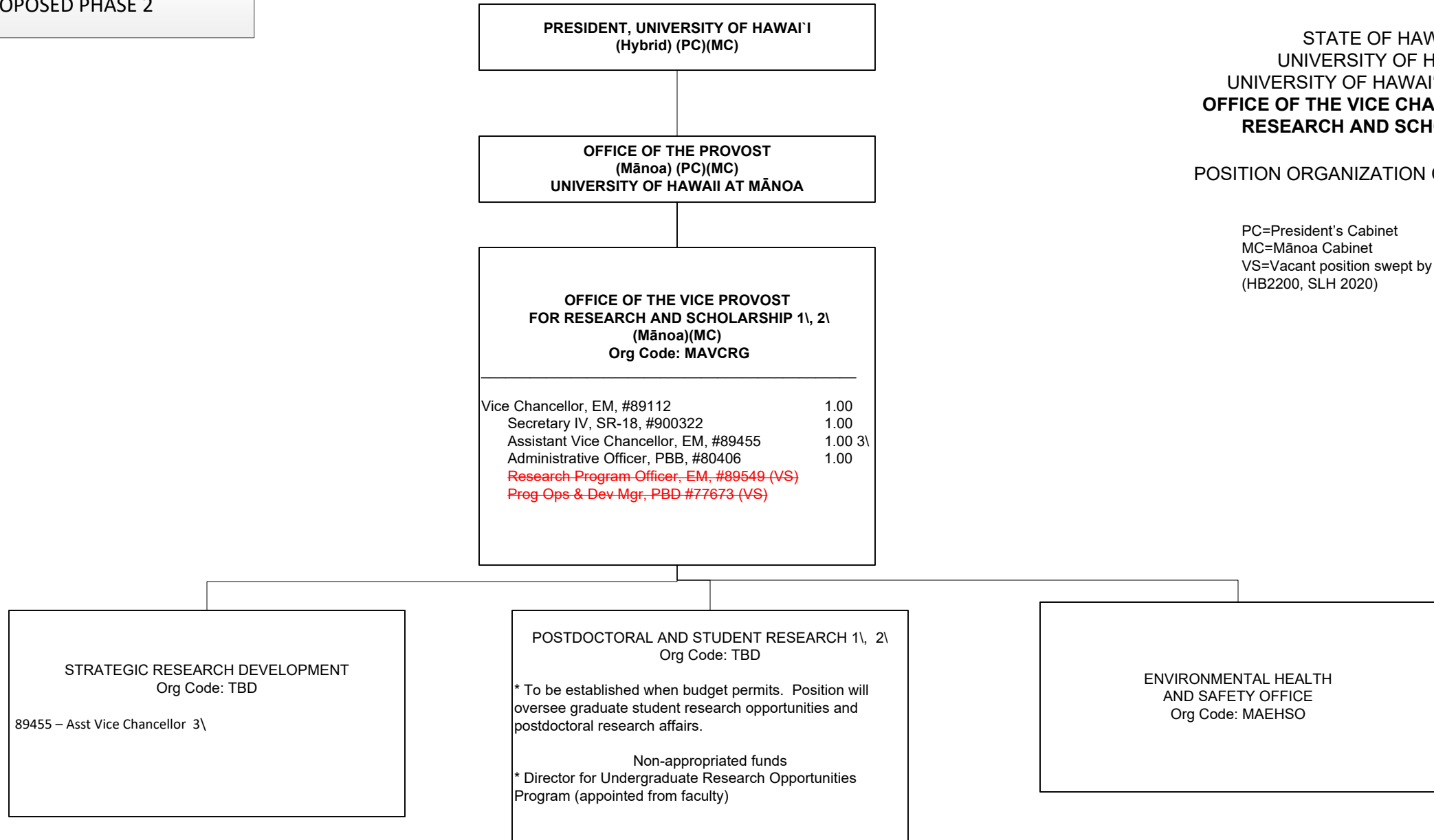
<b>CHART TOTAL</b>	<b>PERM</b>
General Fund:	70.00
Revolving Funds (W):	4.00

PROPOSED PHASE 2

STATE OF HAWAII  
 UNIVERSITY OF HAWAII  
 UNIVERSITY OF HAWAII AT MĀNOA  
**OFFICE OF THE VICE CHANCELLOR FOR  
 RESEARCH AND SCHOLARSHIP**

POSITION ORGANIZATION CHART (OVPRS)

PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)



1\ Graduate Division IT Specialists (#81628 and #79082) to provide collaborative support to initiatives and operations that involve graduate student recruitment, admissions and services, research opportunities and scholarship.

2\ Graduate Division Academic Support Specialist (#80566) to provide collaborative support to OVPRS on graduate research opportunities and postdoctoral affairs.

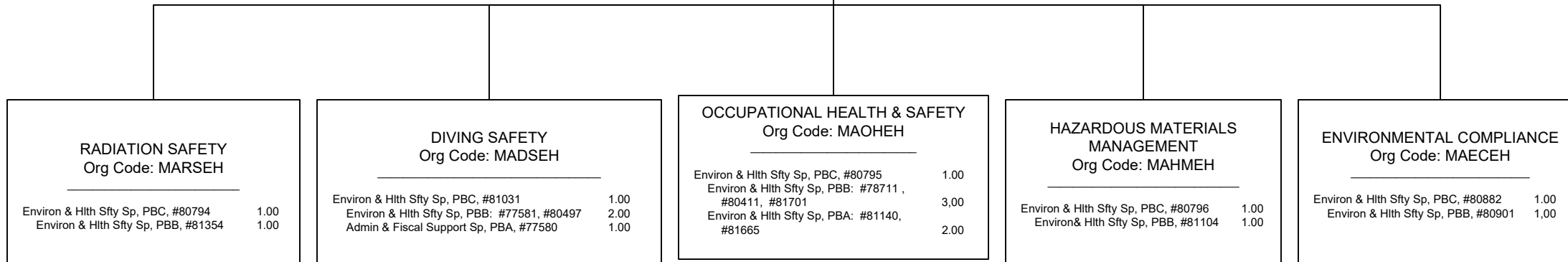
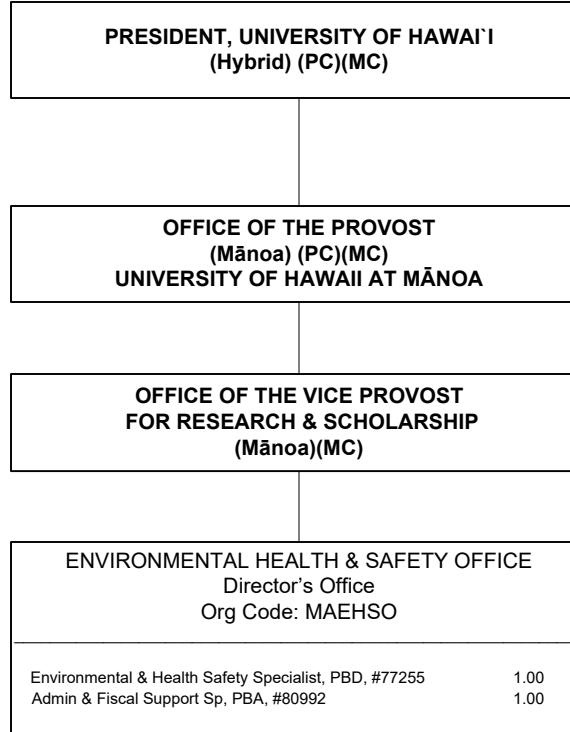
3\ #89455 also oversees Strategic Research Development Positions to be redescribed, as appropriate

PROPOSED PHASE 2

STATE OF HAWAII  
 UNIVERSITY OF HAWAII  
 UNIVERSITY OF HAWAII AT MĀNOA  
**OFFICE OF THE VICE PROVOST  
 FOR RESEARCH AND SCHOLARSHIP**

POSITION ORGANIZATION CHART (OVPRS-A)

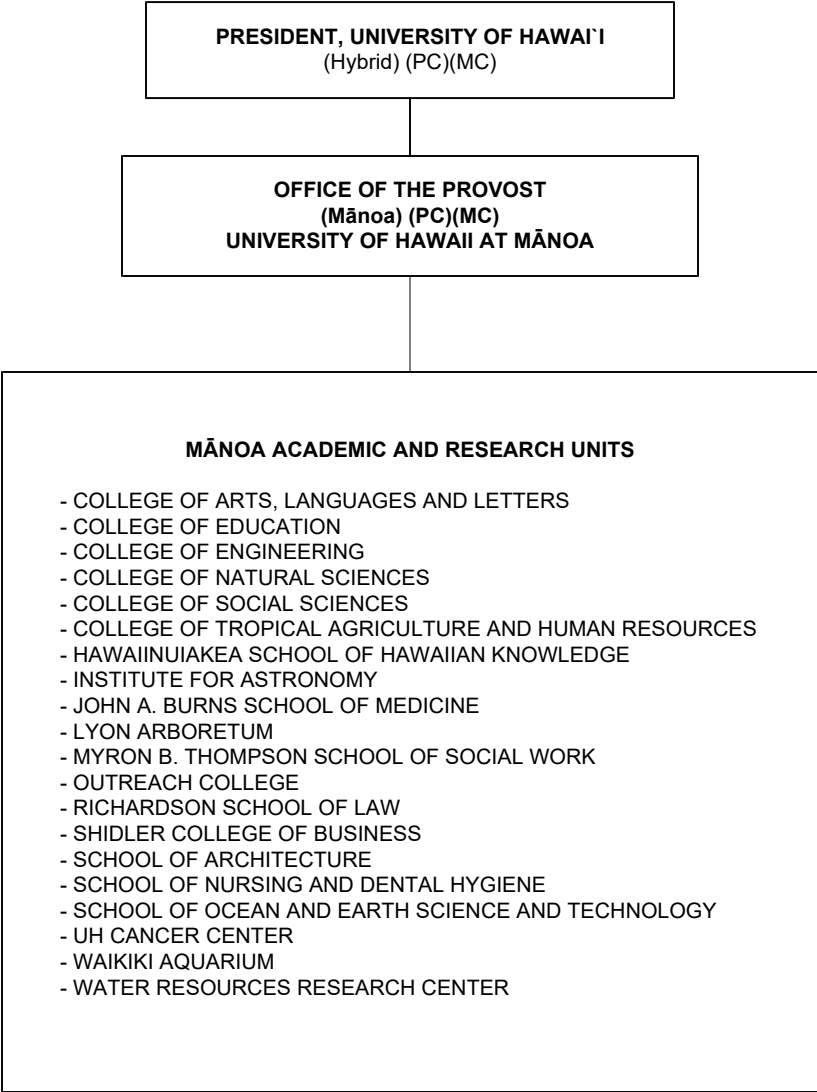
PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)



PROPOSED (Phase 2)

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
COLLEGES, SCHOOLS, ORUS &  
INSTITUTES

ORGANIZATION CHART





PROPOSED PHASE 2

**PROVOST, UNIVERSITY OF HAWAI'I AT MĀNOA**  
(Mānoa) (PC)(MC)

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
**OFFICE OF GLOBAL ENGAGEMENT**

POSITION ORGANIZATION CHART

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

**OFFICE OF GLOBAL ENGAGEMENT**  
Org Code: xxxxx

Asst Vice Chancellor for International and Exchange Programs, EM, #89275, <del>#89500 (VS)</del>	1.00
Operations Coordinator, PBA, #79265	1.00

**MĀNOA INTERNATIONAL EXCHANGE**  
Org Code: MAMIEX

Program Mgr, PBC, #81158	1.00
Educational Sp, PBB, #81128	1.00

**STUDY ABROAD CENTER 1\**  
Org Code: MASTAB

Fac Specialist, #88327	1.00
Fac Specialist: #70147	1.00
Academic Supp, PBB, #81594	1.00

**NATIONAL STUDENT EXCHANGE**  
Org Code: MASTEX

Fac Specialist, #86268, #85057	2.00
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**INTERNATIONAL STUDENT SERVICES**  
Org Code: MASSIN

Program Mgr, PBC, #78356	1.00
Immigration Sp, PBA, #77426	1.00
Fac Specialist: #70148, <del>#83747 (VS)</del> , #88147	2.00
IT Specialist, PBA, #80065	1.00
<del>Admin&amp;Fiscal Supp Sp, #80263, PBA (VS)</del>	

**FACULTY & SCHOLAR IMMIGRATION SERVICES**  
Org Code: MAFSIS

Immigration Sp, PBC, #81015	1.00
Immigration Sp, PBA, #77796	1.00
Immigration Sp, PBB, #79329	1.00
Immigration Sp, PBA, #79458	1.00

1/ Collaborate with the Office of the Vice Provost for Academic Excellence.

Positions to be redescribed, as appropriate

PROPOSED (Phase 2)

**PRESIDENT, UNIVERSITY OF HAWAI'I**  
**(Hybrid) (PC)(MC)**

**PROVOST, UNIVERSITY OF HAWAI'I AT MĀNOA**  
**(Mānoa) (PC)(MC)**

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
**MĀNOA CARES**

POSITION ORGANIZATION CHART

PC=President's Cabinet  
MC=Mānoa Cabinet  
V=vacant position  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

**Mānoa CARES Coalition**  
Coordination with Mānoa units on diversity, inclusion and equity matters (e.g., Campus Climate Committee, Native Hawaiian Place of Learning Advancement Office, the TRHT team, student diversity and inclusion programs (i.e., LGBTQ+ program), Office of Institutional Equity & Title IX, etc.)

**Mānoa CARES**  
**(Campus Awareness, Response, Education and Solutions)(Mānoa)**  
**Org Code: TBD**

Univ Acad Affrs Prog Ofc, EM, #89459	1.00
Administrative Ofcr, PBC, #81280	1.00
<del>Administrative Ofcr, PBB, #77915 (VS)</del>	
Admin & Fiscal Supp Sp, PBA, #77682	1.00

**OFFICE OF CULTIVATING COMMUNITY VALUES**  
**Org Code: TBD**

\* Position to be established when budget permits

**OFFICE OF CONFLICT MANAGEMENT**  
**Org Code: TBD**

Specialist Type Faculty #70149, #88099	2.00
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\* Conflict Management position + General Advocate position to be established when budget permits

Positions to be redescribed, as appropriate

PROPOSED (Phase 2)

**PRESIDENT, UNIVERSITY OF HAWAI'I**  
(Hybrid) (PC)(MC) 1\

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
UNIVERSITY OF HAWAI'I AT MĀNOA  
**EQUITY ASSURANCE OFFICE**

POSITION ORGANIZATION CHART

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

**EQUITY ASSURANCE OFFICE**  
(Hybrid) 1\  
Org Code: TBD

Director of EEO&AA, EM, #89236 (Sys)	1.00
Secretary III, SR16, #46094* (Sys)	1.00
Inst/Policy Analyst, PBB, #81959*(Sys)	1.00

Coordination with UHH, UHWO and Community Colleges EEO/AA & Title IX positions

**EDUCATION, OUTREACH AND COMPLIANCE**

Director of Institutional Equity, EM, #89552* (Sys)	1.00
<del>Institutional Equity Officer, EM, #89553* (VS)</del>	
<del>Institutional Equity Officer, EM, #89554* (VS)</del>	
Operations Coordinator, PBB, #78001* (Sys)	1.00
Investigator, PBB, 80852*(Sys)	1.00

**CASE MANAGEMENT**

Dir and Title IX Coordinator, EM, #89555 (UHM)	1.00
Admin & Fiscal Supp Sp, PBA, #80930 (UHM)	1.00
Inst/Policy Analyst, PBB, #81963* (Sys)	1.00
Inst/Policy Analyst, PBB, #77262 (UHM)	1.00
Investigator, PBB, #78670*(Sys)	1.00
<del>Investigator, PBB, #77440* (VS)</del>	
Inst/Policy Analyst, PBB, #77122 (UHM)	1.00

1\ A hybrid office has operational responsibility for UH Manoa and UH system but does not have such responsibility for/on other UH campuses.

\*Positions appropriated to System and reflected organizationally on this chart.

Positions to be redescribed, as appropriate

PROPOSED PHASE 2

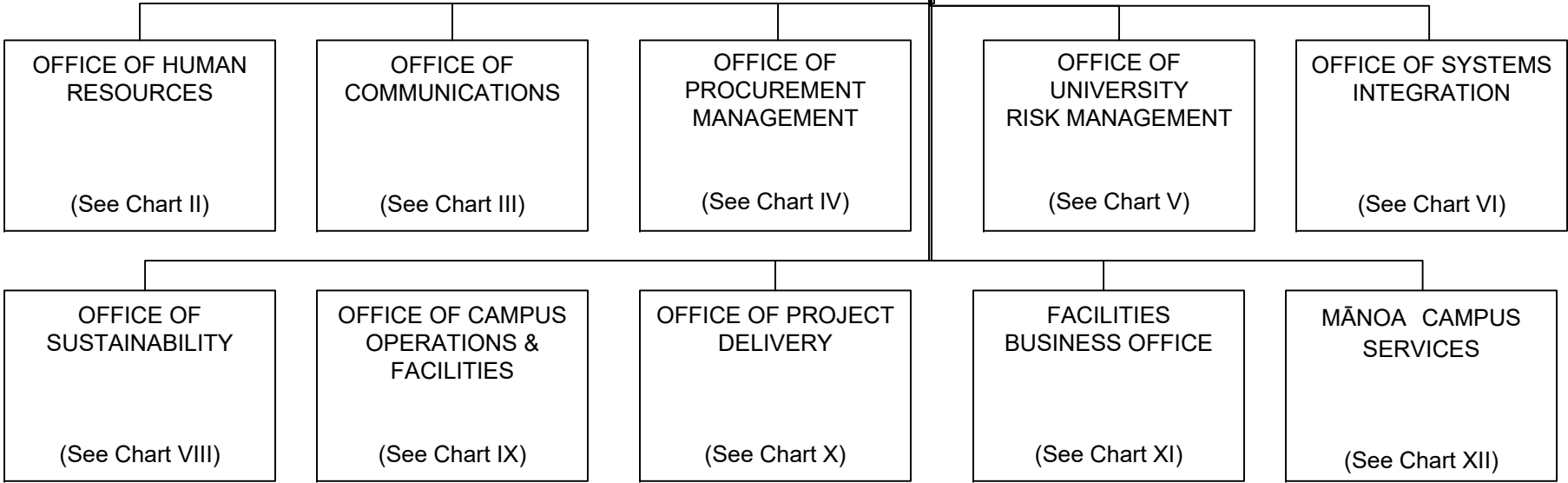
**PRESIDENT, UNIVERSITY OF HAWAI'I**  
(Hybrid) (PC)(MC)

STATE OF HAWAI'I  
UNIVERSITY OF HAWAI'I  
SYSTEMWIDE ADMINISTRATION  
**OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION**

POSITION ORGANIZATION CHART

PC=President's Cabinet  
MC=Mānoa Cabinet  
VS=Vacant position swept by legislature  
(HB2200, SLH 2020)

OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION		
Vice President for Administration		89446
Associate Vice President for Administration		89103
Project Manager	PBB	80789*
Institutional/Policy Analyst	PBB	77074
Administrative Officer	PBB	81367
Proc/Prop Mgt Sp	PBB	80429(W)
Director of Planning & Project Development		89153*



<sup>1</sup> Excluded from position count

<sup>2</sup> Appropriated but not established, 8 Special Fund (B) positions: 93926F – 93933F

\* Positions appropriated to Manoa, reflected organizationally on this chart

	Perm
General Fund	4.00 (SW)
General Fund	2.00 (MA)*
Revolving Fund (W)	1.00 (SW)
Special Fund (B)	8.00 (SW) <sup>2</sup>

PROPOSED PHASE 2

**BOARD OF REGENTS**

STATE OF HAWAI'I  
 UNIVERSITY OF HAWAI'I  
 BOARD OF REGENTS  
 SYSTEMWIDE ADMINISTRATION  
**VICE PRESIDENT FOR LEGAL AFFAIRS AND  
 UNIVERSITY GENERAL COUNSEL**

POSITION ORGANIZATION CHART

**OFFICE OF THE VICE PRESIDENT FOR LEGAL AFFAIRS &  
 UNIVERSITY GENERAL COUNSEL**

VP for Legal Affairs & University General Counsel		89391
Associate Vice President		89217
University Associate General Counsel		89276
University Associate General Counsel		89303
University Associate General Counsel		89335
University Associate General Counsel		89411
University Associate General Counsel		89439
University Associate General Counsel		89561
University Associate General Counsel		89562
University Associate General Counsel		89041
Legal Assistant	PBB	79237
Legal Assistant	PBB	80156
Legal Assistant	PBB	81396
Legal Assistant	PBB	79191
Legal Secretary	SR-18	12681
Admin & Fiscal Support Sp	PBA	81567
Private Secretary II	SR-22	109651

**OFFICE OF THE PRESIDENT,  
 UNIVERSITY OF HAWAI'I SYSTEM**

President, University of Hawai'i System	89058 <sup>1</sup>
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PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)

<sup>1</sup> Excluded from position count

**CHART TOTAL**      **PERM**  
 General Fund:      17.00

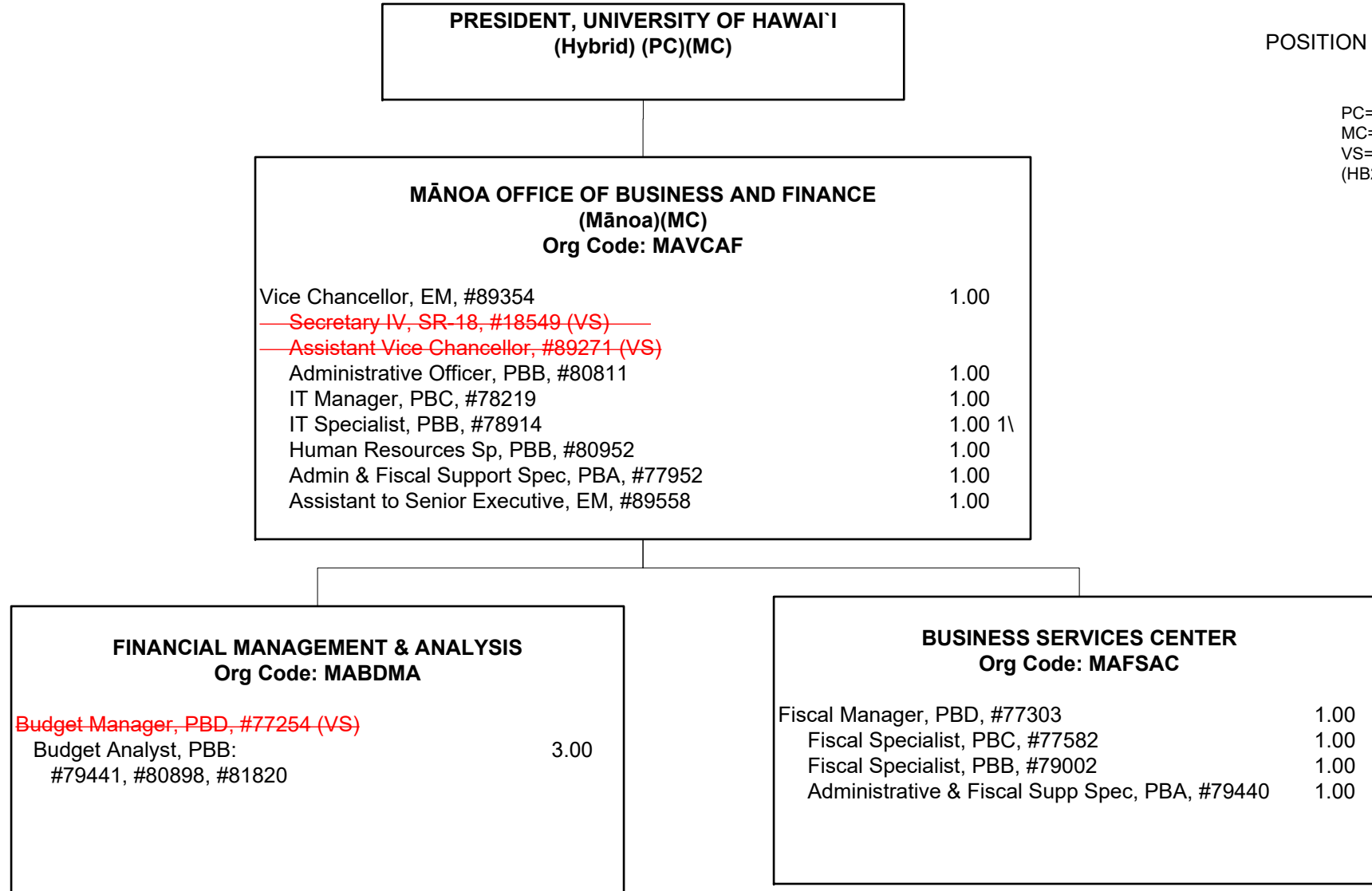
Positions to be redescribed, as appropriate

PROPOSED PHASE 2

STATE OF HAWAI'I  
 UNIVERSITY OF HAWAI'I  
 UNIVERSITY OF HAWAI'I AT MĀNOA  
**MĀNOA OFFICE OF BUSINESS AND FINANCE**

POSITION ORGANIZATION CHART

PC=President's Cabinet  
 MC=Mānoa Cabinet  
 VS=Vacant position swept by legislature  
 (HB2200, SLH 2020)



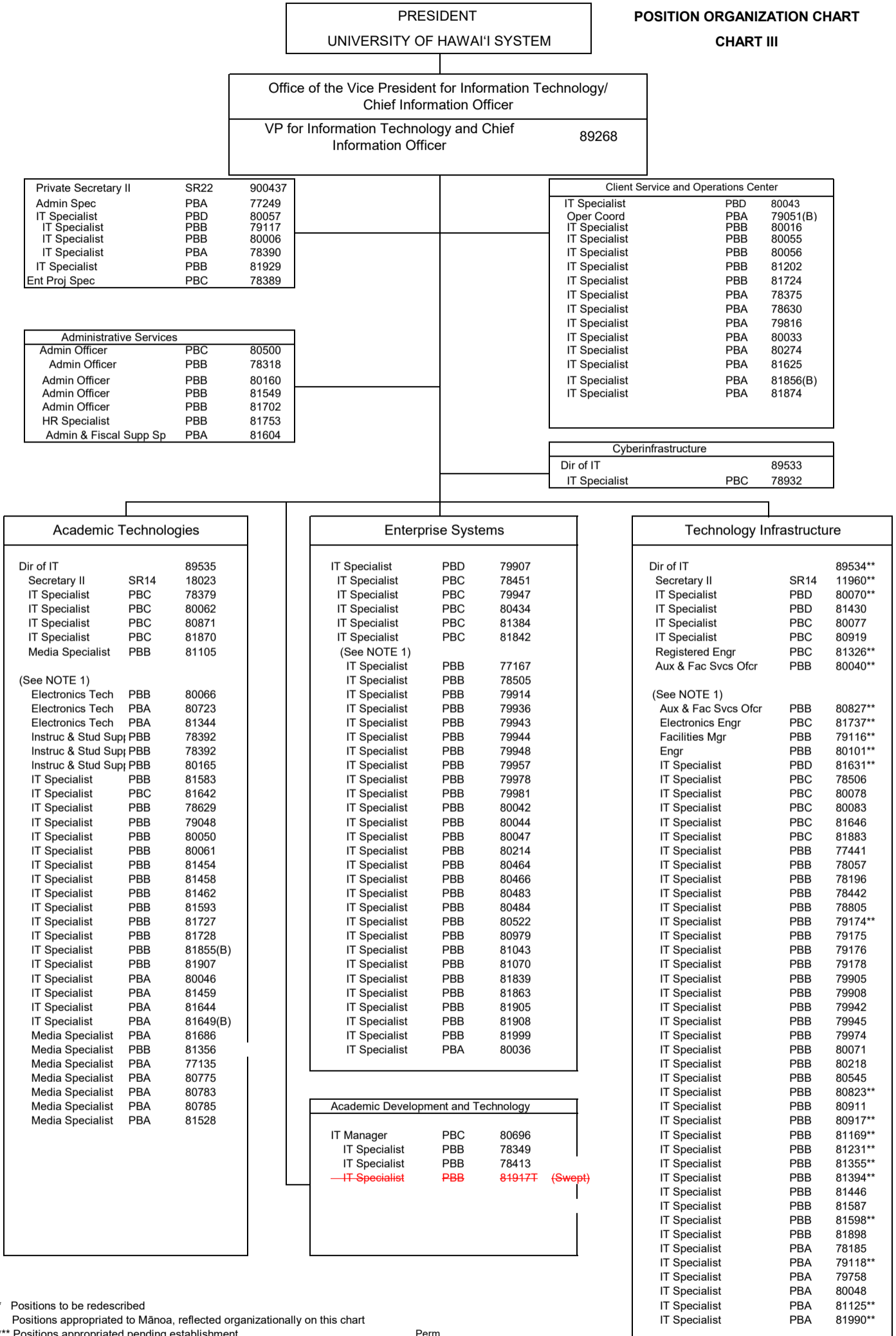
**CHART TOTAL**  
General Fund:

**PERM**  
15.00

1\ IT Specialist, 78914, to provide collaborative support to Office of the Vice Provost for Academic Excellence, Office of the Vice Provost for Research and Scholarship, and the Office of Business and Finance.

STATE OF HAWAII  
 UNIVERSITY OF HAWAII  
 SYSTEMWIDE ADMINISTRATION  
 VICE PRESIDENT FOR INFORMATION  
 TECHNOLOGY/CHIEF INFORMATION OFFICER

POSITION ORGANIZATION CHART  
 CHART III



\* Positions to be redescribed  
 Positions appropriated to Mānoa, reflected organizationally on this chart  
 \*\*\* Positions appropriated pending establishment

NOTE 1: These staff may report to any of the above supervisors on a project and/or rotational basis based on changing institutional priorities and requirements and shifting work assignments.

Perm		
General Funds	135.00	(SW)
General Funds	26.00	(MA)**
(B) Special Funds	4.00	(SW)

Temp		
Special Funds	1.00	

Pursuant to HB126, SLH 2020, 81917T swept to campus pool.