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MTVCOMP	

University of Hawai'i
Code Request Form for Academic Programs

NEW OR MODIFIED SUBJECT CODE

Date: _____

REQUESTOR CONTACT INFORMATION

Name Terri Ota Campus UHWO
 Title Academic Program/Fac Affairs Spec Email tota@hawaii.edu
 Office/Dept UHWO Academic Affairs Phone 689-2314

- NEW SUBJECT CODE USE AT INSTITUTION**
 MODIFY SUBJECT CODE USE AT INSTITUTION

Institution _____ Effective Term _____

	Code (Max. Characters)	Description (30 characters max)	Check if requesting new code:
College	(2) <u>MNHS</u>	<u>Math, Natural & Health Sciences</u>	<input checked="" type="checkbox"/> See Banner form STVCOLL
Division	(4) <u>MNHS</u>	<u>Math, Natural & Health Sciences</u>	<input checked="" type="checkbox"/> See Banner form STVDIVS
Department	(4) <u>MNHS</u>	<u>Math, Natural & Health Sciences</u>	<input checked="" type="checkbox"/> See Banner form STVDEPT
Subject	(4) <u>HIM</u>	<u>Health Information Management</u>	<input checked="" type="checkbox"/> See Banner form STVSUBJ

ATTACHMENTS

- Memo with appropriate campus approval (i.e. Campus Curriculum Committee, Vice Chancellor for Academic Affairs, etc.)

VERIFICATIONS

Registrar:

KP

Robyn Oshiro
Print Name


Signature

03/28/2019
Date

Financial Aid Officer:

James Crowell
Print Name


Signature

3/28/19
Date

For Community Colleges, verification of consultation with OVPCC Academic Affairs:

Print Name

Signature


Date



UNIVERSITY
of HAWAII®
WEST O'AHU

March 29, 2019

Memo to: Institutional Research and Analysis Office

From: Jeffrey Moniz 
Vice Chancellor for Academic Affairs

Subject: UHWO Program and Subject Codes

Attached are the forms/documentation for New Program codes (Chancellor approved concentrations):

- BA-PUBA_LTC Long-Term Care (New Concentration in BA-PUBA)
- BAS-APSC_HIHH Hawaiian & Indigenous Health & Healing (New Concentration in BAS-APSC)
- BAS-APSC_HP Health Professions (New Concentration in BAS-APSC)
- BAS-APSC_HIM Health Information Management (New Concentration in BAS-APSC)

Attached are the forms/documentation for New Subject codes:

- HIM Health Information Management (New Subject Code. Please note, we have a new Coll/Div/Dept, Math, Natural & Health Sciences. Additional documentation of the reorg is also included.)
- HOST Hospitality & Tourism (Subject code exists in Banner, new for UHWO)

If you have any questions, or if you need additional documentation, please contact Terri Ota at 689-2314 or by email at tota@hawaii.edu.

Thank you.

HIM 201

Health Information Management Theory and Practice

InWorkflow | Fall 2019

Proposal Information

Workflow Status

> Curriculum Coordinator/Banner > Curriculum Coordinator
Terri Ota - Review

Proposer

- ✓ **Terinicka Thomas-Brogan (Submitter)**
Submitted 11-26-2018
- ✓ **Terinicka Thomas-Brogan**
Submitted 1-16-2019
- Updated Ethics Designation
✓ **Terinicka Thomas-Brogan**
Submitted 1-25-2019
- Updated ETH designation.
✓ **Terinicka Thomas-Brogan**
Submitted 1-28-2019
- Updated schedule type
✓ **Terinicka Thomas-Brogan**
Submitted 1-29-2019
- Updated course designation.
✓ **Terinicka Thomas-Brogan**
Submitted 2-12-2019
- Updated H5.

Division (Math & Science) \ Division Chair

- Michael Furuto
- Amy Nishimura
- ✓ **Kristina Lu**
Approved 11-26-2018

(Assessment) \ Director of Assessment

- ✓ **Sharon Valente**
Acknowledged 11-26-2018
- Well done

(Curriculum Committee) \ Curriculum Committee Chair

- ✓ **Gloria Niles**

✓ Approved 11-26-2018
Approved by CC 11/26/18

(General Education Committee) \\ Gen Ed Chair

✓ **Monica LaBriola**
Approved 2-12-2019
Approved for ETH for Thomas-Brogan.

(Curriculum Coordinator/Banner) \\ Curriculum Coordinator

✓ **Terri Ota**
Approved 3-4-2019
Course, New; ETH_new_FA19-SU22.

(VCAA) \\ VCAA

✓ **Jeffrey Moniz**
Approved 3-4-2019

(STAR) \\ STAR Builders

✉ Vicky Del Prado
✉ Summer DeBruyne

(Curriculum Coordinator/Banner) \\ Curriculum Coordinator

Terri Ota

1. General Information

1.1) Effective Term

Fall 2019

1.2) Subject Code ⓘ

HIM.

1.2a) New Subject Code Request

1.2b) Proposed New Subject Code

HIM Health Information Management

1.3) Number ⓘ

201

1.4) Has this course ever been offered as an Experimental Course?

No

1.5) Course Title

Health Information Management Theory and Practice

1.6) Transcript Title

HIM Theory and Practice

1.7) Division

Math & Science

1.8) Other courses in the UH system.

No Course Matches

1.9) Other Courses in UH System Lookup

P. Proposal Details

P.1) Proposer Name(s)

Terinicka Thomas-Brogan

P.2) Internal Proposal Date

10/29/18

P.3) Proposal Summary

Proposing a new course for HIM concentration and a new ETH designation for the course.

P.4) Other Affected Departments/Programs/Campuses

None

P.4a) Documentation of Consultation**P.5) Required Resources**

None

P.6) Proposal Justification

This course is a requirement for the HIM concentration. It is designed to meet CAHIIM accreditation standards as it encompasses critical competencies outlined in the AHIMA standards.

P.7) Additional Documentation

A. Designation Panel

A.1) General Education Designation Consideration

No

A.2) Focus Designation Consideration

Yes

A.2a) Oral Communication Consideration

No

A.2b Writing Intensive Consideration

No

A.2c Ethics Consideration

Yes

A.2d HAP Consideration

No

A.3) Distance Delivery Designation

No

Focus Proposal: ETH (Contemporary Ethical Issues)

Hallmark: ETH: New / Renewal

New

Hallmark: ETH: 1st Effective Semester & Year

Fall 2019

Hallmark: ETH: Course-based designation

No

Hallmark: ETH: E1. Contemporary ethical issues will be presented and studied in a manner that is fully integrated into the main course content.

Contemporary ethical issues and key concepts include: Autonomy, Beneficence, Best-interest standard, Categorical imperative, Comparative justice, Confidentiality, Cost-benefit, analysis, Deontology, Distributive justice, Double-effect principle, Ethical concepts, Ethical theories, Ethics, Etiquette, Fidelity, Incompetent, Justice, Law, Morals, Nonmaleficence, Patient rights, Placebos, Privacy, Rights, Utilitarianism, Values, Veracity, Codes of ethics, Conflict of interest, Disparagement, Ethical challenges, Paternalism Ethics committees, Patient rights, Impaired colleagues, Abortion, Active euthanasia, Advance directives, Allografts, Artificial insemination, Autografts, Bioethics, Contraception, Durable power of attorney for health care, Eugenics, Euthanasia, Family planning, Gene therapy, Genetic screening, Heterografts, Homografts, Human Genome Project, In vitro fertilization, Living will, Organ transplantation, Passive euthanasia, Perinatal ethics, Prenatal surgery, Prenatal testing, Stem cell research, Sterilization, Surrogate mother, Withdrawing treatment, Withholding treatment, Xenografts

Each of these concepts will be taught in regards to how they relate to the administration and maintenance of patient records, public health practice, and bioethics.

Hallmark: ETH: E2. The disciplinary approach(es) used in the class will give students tools for the development of responsible deliberation and ethical judgment.

Students will learn about ethical standards, ethical decisions and challenges, and bioethical issues as they relate to health records, public health, and bioethics. Students will participate in class discussions and ethical debates and analyze ethical case studies as they relate to patient records requirements, informed consent, confidentiality and privacy, release of information and specialized patient records.

The concepts of utilitarianism and deontology will be discussed as they relate to medical records, public health, and bioethics. Utilitarianism encourages consideration of the effects of actions on everyone involved in a situation, not merely the effects upon one individual. This theory applies to healthcare resource allocation.

Deontology asserts that ethical decision making is based on moral rules and unchanging principles that are derived from reason and can be applied universally. These universal rules and principles must be considered separately from the consequences or the facts of a particular situation. By looking to the intrinsic nature of an act to determine its basic rightness or wrongness, the consequences of the act are considered irrelevant. This theory applies to research that involves human subjects.

Hallmark: ETH: E3. Students will achieve basic competency in analyzing and deliberating upon contemporary ethical issues to help them make ethically determined judgments.

Upon completion of the course, students will be able to:

Apply ethical standards to common healthcare concerns and bioethical standards to issues related to birth, death, and sustaining or improving life.

Compare principles of liability as they relate to interactions among healthcare organizations, providers, and patients.

Critique issues related to confidentiality, informed consent, and access to health records from a legal and ethical perspective.

Differentiate among principles involved in administering specialized health records including substance abuse, mental health, genetic, and HIV/AIDS records.

Students are taught how to debate ethical issues and are required to conduct a debate related to ethical issues. The debate assessment criteria is as follows (HIM 201 Syllabus, pg. 12):

In teams of two you will debate a bioethical issue. In order to do so you will need to prepare a PowerPoint presentation that includes the following elements:

- Discuss the background and history of the bioethical issue. Delineate any pertinent details to help the audience understand problems or concerns that have been raised by the issue. (10%)
- Analyze the ethical issues involved in the bioethical concern. Discuss the most pertinent moral implications of the concern from a religious, cultural and socioeconomic perspective. (15%)
- Analyze the benefits and risks involved in the bioethical issue. If your stance is for the concern, correlate how the benefits support your position. If your stance is against the concern, resolve how the risks can be minimized or eradicated to support your stance. (20%)
- Examine laws, case studies or other relevant evidence to support your arguments for or against the bioethical issue. Use logic and rational reasoning to justify your position. (20%)
- Succinctly rebuttal the arguments that your opponent presents in his/her debate. Present evidence-based support to refute the viewpoint taken by your opponent. (15%)
- Deliver a well-organized, clear and coherent argument according to the time requirements and other criteria. (20%)

Hallmark: ETH: E4. The equivalent of one semester credit hour or 30% of a 3-credit course will be devoted to contemporary ethical issues.

At least 66% of the course content is devoted to contemporary ethical issues in healthcare. Ethical issues related to medical records, public health, and bioethics are taught in Units 6, 7, 8, 9, 10, 11, 12, 13, 14, and 15 (HIM 201 Syllabus, pg. 14).

Hallmark: ETH: E5. A minimum of 8 hours of class time will be spent in discussing contemporary ethical issues.

A total of 30 hours is dedicated to discussing contemporary ethical issues related to medical records, public health ethics, and bioethics. Topics include: privacy, confidentiality, and security of health records; and issues related to beginning of life, sustaining life, and death and dying. Students will gain a comprehensive understanding of issues related to family planning, abortion, perinatal ethics, eugenics, organ transplantation, genetic science, and euthanasia. Students will correlate the use and maintenance of medical documents such as informed consent, living wills, DNR orders, and durable power of attorney forms in the making and upholding ethical decisions related to these issues. These issues will also be discussed in relation to how they relate to the current and changing sociopolitical and sociocultural environment both nationally and globally.

2. Course Information

2.1) Description

This course introduces students to the organization and structure of federal, state, and local healthcare delivery systems with international comparisons. Topics include healthcare regulation, content and structure of health records, records management, data governance, sources of data, data storage and retrieval, and legal and ethical principles in healthcare.

2.2) Crosslisted Course(s)

2.3) Previous Subject Code, Number, and Title

2.4) Unpublished

2.5) Credit Options

3

2.6) Contact Hours

45

2.6a) Contact Hours Additional Comments

2.7) Repeatability

2.8) Grading Options

Letter Plus + Minus (G)

2.9a) Catalog Prerequisite Information

ENG 100 or equivalent

2.9b) Catalog Corequisite Information

None

2.10) Prerequisites (Admin-only)

No Rules

2.11) Corequisites (Admin-only)

No Rules

2.12) Intended Offering Terms

Any

2.13) Maximum Enrollment

2.14) Schedule Types

Lecture

2.15) Syllabus File Attachment

- HIM 201 Health Information Management Theory and Practice.pdf

2.16) Additional Docs

3. Learning Outcomes

3.1) Course Learning Outcomes ⓘ

SLO1: Describe the history, development, organization, and current and emerging trends of healthcare delivery systems within the U.S. (ILO4, CLO3)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-4-Disciplinary Knowledge

SLO2: Compare the concepts of licensure, regulation, and accreditation and explain the types, purpose, and function of healthcare regulatory bodies at the federal, state, and local levels. (ILO4, CLO3)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-4-Disciplinary Knowledge

SLO3: Identify the types, purpose, function, and structure of healthcare settings and patient categories across the healthcare continuum. (ILO4, CLO3)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-4-Disciplinary Knowledge

SLO4: Compare the roles and responsibilities of healthcare professionals throughout the continuum of care. (ILO3, ILO4, CLO1, CLO3)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-3-Critical ThinkingILO-4-Disciplinary Knowledge

SLO5: Identify and define the roles and responsibilities of current and emerging health information management career paths. (ILO1, ILO3, ILO4, DLO1, DLO2, CLO3)

General Education Learning Outcomes

None

Linked Program Outcome

DLO-BAS-APSC-1-Write clearly and effectively using generally accepted scientific style, such as for research papers and lab reports (Applied Science)

Linked Institution Outcomes

ILO-1-Effective CommunicationILO-3-Critical ThinkingILO-4-Disciplinary Knowledge

SLO6: Explain the purpose, role, and structure of the American Health Information Management Association (AHIMA) and compare the requirements of AHIMA credentials at all education and certification levels. (ILO4, CLO3)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-4-Disciplinary Knowledge

SLO7: Discriminate among the users, purpose, and sources of health data and the structure and content of health records in various settings. (ILO3, ILO4, CLO1, CLO3)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO8: Outline documentation requirements for health records in inpatient and outpatient settings. (ILO3, ILO4, CLO1, CLO3, CLO4)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO9: Compare the concepts of data storage, retrieval, and archiving as they relate to manual, electronic, and hybrid health records. (ILO3, ILO4, CLO1, CLO3, CLO4)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO10: Categorize different types of indexes, registers, and health data collection methods. (ILO3, ILO4, CLO1, CLO3, CLO4)

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO11: Create electronically fillable medical forms using standard forms design principles. (ILO1, ILO3, ILO4, DLO1, CLO1, CLO3, CLO4)

General Education Learning Outcomes

None

Linked Program Outcome

DLO-BAS-APSC-4-Demonstrate understanding of the ethical issues relevant to managers and practitioners in applied sciences and administrative fields (Applied Science)

Linked Institution Outcomes

ILO-1-Effective Communication ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO12: Apply ethical standards to common healthcare concerns and bioethical standards to issues related to birth, death, and sustaining or improving life. (ILO1, ILO3, ILO4, CLO1, DLO1, DLO2, DLO4, CLO1, CLO3)

General Education Learning Outcomes

GLO-8-Contemporary Ethical Issues

Linked Program Outcome

DLO-BAS-APSC-1-Write clearly and effectively using generally accepted scientific style, such as for research papers and lab reports (Applied Science)

DLO-BAS-APSC-2-Report orally on scientific subjects, using clear and objective style and well-reasoned sequences of information (Applied Science)

DLO-BAS-APSC-4-Demonstrate understanding of the ethical issues relevant to managers and practitioners in applied sciences and administrative fields (Applied Science)

Linked Institution Outcomes

ILO-1-Effective Communication ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO13: Explain legal terminology, the structure of the judicial system, and rules and regulations related to health information in U.S. (ILO3, ILO4, CLO1, DLO4, CLO1, CLO3)

General Education Learning Outcomes

GLO-8-Contemporary Ethical Issues

Linked Program Outcome

DLO-BAS-APSC-4-Demonstrate understanding of the ethical issues relevant to managers and practitioners in applied sciences and administrative fields (Applied Science)

Linked Institution Outcomes

ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO14: Compare principles of liability as they relate to interactions among healthcare organizations, providers, and patients. (ILO1, ILO3, ILO4, DLO4, CLO1, CLO3)

General Education Learning Outcomes

GLO-8-Contemporary Ethical Issues

Linked Program Outcome

DLO-BAS-APSC-4-Demonstrate understanding of the ethical issues relevant to managers and practitioners in applied sciences and administrative fields (Applied Science)

Linked Institution Outcomes

ILO-1-Effective Communication ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO15: Critique issues related to confidentiality, informed consent, and access to health records from a legal and ethical perspective. (ILO1, ILO3, ILO4, DLO4, CLO1, CLO3)

General Education Learning Outcomes

GLO-8-Contemporary Ethical Issues

Linked Program Outcome

DLO-BAS-APSC-4-Demonstrate understanding of the ethical issues relevant to managers and practitioners in applied sciences and administrative fields (Applied Science)

Linked Institution Outcomes

ILO-1-Effective Communication ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

SLO16: Differentiate among principles involved in administering specialized health records including substance abuse, mental health, genetic, and HIV/AIDS records. (ILO1, ILO3, ILO4, DLO4, CLO1, CLO3)

General Education Learning Outcomes

GLO-8-Contemporary Ethical Issues

Linked Program Outcome

DLO-BAS-APSC-4-Demonstrate understanding of the ethical issues relevant to managers and practitioners in applied sciences and administrative fields (Applied Science)

Linked Institution Outcomes

ILO-1-Effective Communication ILO-3-Critical Thinking ILO-4-Disciplinary Knowledge

4. Approved Designations - Committee Only



UNIVERSITY
of HAWAII
WEST O'AHU

Office of the Vice Chancellor for Academic Affairs

DTG-19206

January 9, 2019

RECEIVED

MEMORANDUM

TO: David Lassner
President, University of Hawai'i

VIA: Maenette Benham *Maenette Benham*
Chancellor, University of Hawai'i - West O'ahu

FROM: Jeffrey Moniz *Jeffrey Moniz*
Vice Chancellor, University of Hawai'i - West O'ahu

'19 JAN -9 P1:50

UNIVERSITY OF HAWAII
PRESIDENT'S OFFICE

SPECIFIC ACTION REQUESTED:

Your approval is requested for the attached reorganization proposal for the Office of the Vice Chancellor for Academic Affairs at the University of Hawai'i - West O'ahu. The proposal establishes a new Division of Mathematics, Natural and Health Sciences and an Academy for Creative Media - West O'ahu (ACM West O'ahu) while also refining the administrative configuration of Academic Affairs to coordinate support services and accommodate growth.

RECOMMENDED EFFECTIVE DATE:

Immediately upon your approval.

PURPOSE:

The purposes of this reorganization proposal are to (1) improve the efficiency and coordination of academic support services, (2) accommodate recent and future growth in academic programs, and (3) integrate the Associate Vice Chancellor for Academic Affairs into the reporting structure.

ADDITIONAL COSTS:

The funding impact of this reorganization is minimal, with the costs of two APT position re-bands and the creation of new Division Chair and ACM West O'ahu Director titles and duties for two current faculty members largely offset by the natural attrition of senior faculty and staff due to retirement.

BACKGROUND:

91-1001 Farrington Highway
Kapolei, Hawaii 96707
Telephone: (808) 689-2800
Fax: (808) 689-2901

An Equal Opportunity/Affirmative Action Institution

Pursuant to University Policies and Procedures, reorganizations that (a) do not have impact on BOR Policy and/or laws; (b) do not, eliminate, or significantly change responsibilities of programs reporting directly to the Board or the President; (c) do not incur significant additional expenses; or (d) do not have significant programmatic impact on the University, may be approved under delegated authority for actions that are two supervisory levels below (RP 3.202 and AP 3.101).

This reorganizational process was administered by an Academic Reorganization Team (ART) consisting of the unit's two executive/managerial employees, two faculty members, and two staff members, with a third staff member serving in the capacity of steward. The process included four rounds of anonymous surveys of Academic Affairs faculty and staff, beginning with paper surveys at the August 2018 Professional Development Day followed by three online surveys in August, September, and October 2018. ART members, including at least one of the executive/managerial employees, also conducted individual visits to each academic division and OVCAA section during the month of September to gather input and answer questions directly. Concurrent discussions occurred during semimonthly Division Chairs' Council meetings and monthly OVCAA Core Staff meetings, at which point all parties present were afforded an opportunity to raise concerns and offer suggestions. The details of the reorganization are described in the attached proposal.

ACTION RECOMMENDED:

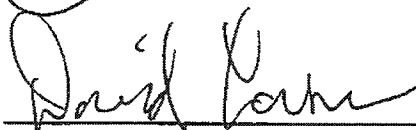
Your approval is recommended for the attached reorganization proposal that improves the efficiency and coordination of academic support services, accommodates recent and anticipated growth through the establishment of a Division of Mathematics, Natural and Health Sciences and an ACM West O'ahu, and integrates the Associate Vice Chancellor for Academic Affairs into the Office's reporting structure. Should you have any questions, I can be reached at 689-2303 or at jmoniz@hawaii.edu.

Attachments

Executive Summary
Narrative
BJ/BT Worksheet
Current Organizational Chart & Functional Statement
Proposed Organizational Chart & Functional Statement

c: Human Resources Director Nancy Nakasone

APPROVED / NOT APPROVED:



David Lassner
President, University of Hawai'i

1/11/19
Date

**PROPOSED
ORGANIZATIONAL CHARTS
AND
FUNCTIONAL STATEMENTS**

STATE OF HAWAII
 UNIVERSITY OF HAWAII
 UNIVERSITY OF HAWAII – WEST O'AHU
 OFFICE OF THE VICE CHANCELLOR FOR
 ACADEMIC AFFAIRS

POSITION ORGANIZATION CHART
 CHART IV

General Funds 13.00
 **Special Funds 1.00 (BT)

Proposed

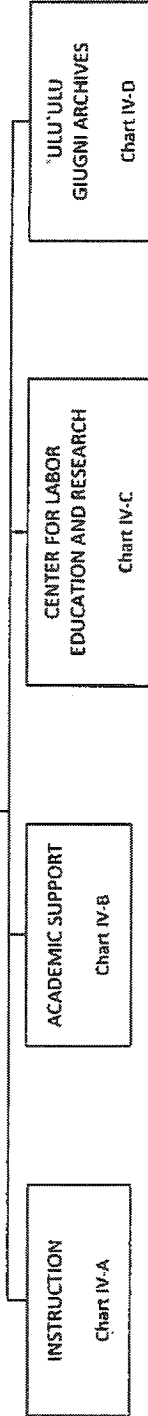
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS

Vice Chancellor, #89449
 Associate Vice Chancellor, #89494
 Faculty Specialist Position, #88834
 Secretary III, SR-16, #50001
 Academic Support, PBB, #77584
 Academic Support, PBB, #77598
 Academic Support, PBB, #81024
 Academic Support, PBC #79846
 Academic Support, PBB, #81693
 Administrative Off, PBB, #81299
 Admin & Fiscal Supp Sp, PBA, #77363
 Admin & Fiscal Supp Sp, PBA, #80647
 Office Assistant IV, SR-10, #900412**
 Office Assistant IV, SR-10, #900625

1/

2/
2/

2/
2/



** Budgeted temporary position

1/ Associate Vice Chancellor, #89494 in OVCAA also services as Director of Academic Support
 2/ position will be redescribed

APPROVED: *David Lassner* 1/11/17
 Date
 David Lassner, President

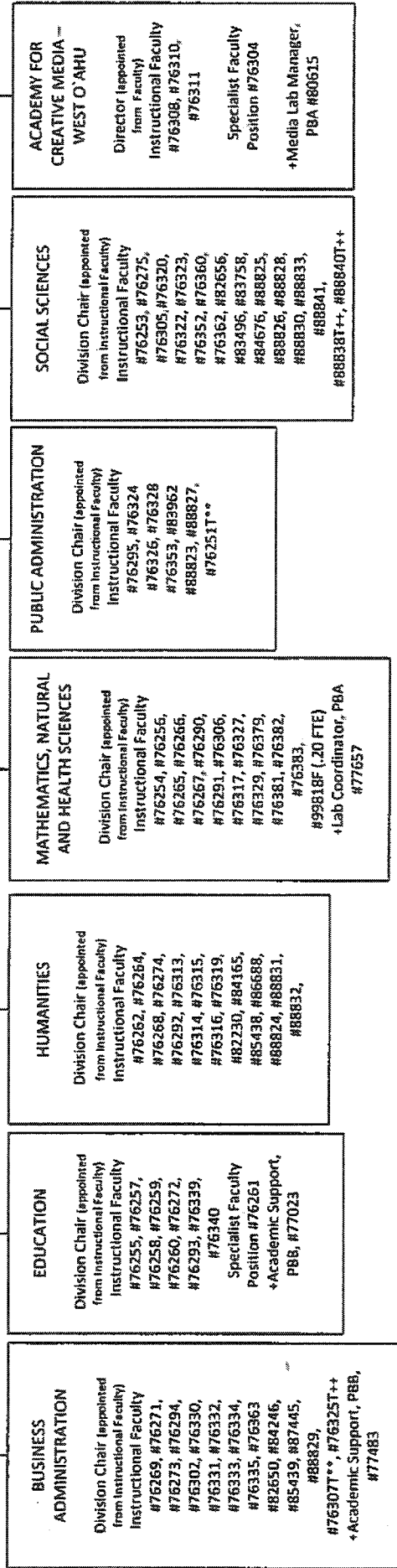
STATE OF HAWAII
 UNIVERSITY OF HAWAII
 UNIVERSITY OF HAWAII - WEST O'AHU
 OFFICE OF THE VICE CHANCELLOR FOR
 ACADEMIC AFFAIRS
 INSTRUCTION

POSITION ORGANIZATION CHART
 CHART IV-A

Proposed

INSTRUCTION
 *Vice Chancellor, #89449

General Funds 99.20
 **General Funds 2.00 (BT)
 ++Special Funds 3.00 (BT)



APPROVED *David Lassner* 1/11/19
 David Lassner, President Date

*Position count not included on this page
 + Reports to Division Chair, Director, or assigned Department Coordinator