



UNIVERSITY
of HAWAII®
SYSTEM

Kalbert K. Young
Vice President for Budget and Finance
Chief Financial Officer
DEPT. COMM. NO. 24

November 10, 2020

The Honorable Ronald D. Kouchi
President
and Members of The Senate
Thirtieth State Legislature
State Capitol, Room 409
Honolulu, Hawai'i 96813

The Honorable Scott K. Saiki, Speaker
and Members of the House of
Representatives
Thirtieth State Legislature
State Capitol, Room 431
Honolulu, Hawai'i 96813

Dear President Kouchi, Speaker Saiki, and Members of the Legislature:

For your information and consideration, the University of Hawai'i is transmitting a copy of the Report on Positions as required under Act 5, SLH 2019, Section 42.

Pursuant to HRS Chapter 93-16, this report may be viewed electronically at:
<http://www.hawaii.edu/offices/government-relations/2020-legislative-reports/act-5-slh-2019-section-42>.

Should you have any questions, please contact Michael Ng, Director of University Budget Office, at 956-7323 or via email at ng23@hawaii.edu.

Sincerely,


KALBERT K. YOUNG
VP for B&F/CFO

Attachment

UNIVERSITY OF HAWAI‘I SYSTEM REPORT



REPORT TO THE 2020 LEGISLATURE

POSITIONS REPORT

Act 5, Session Laws of Hawai'i 2019 (Section 42)

November 10, 2020

Section 42, Act 5, SLH 2019 Position Report
University of Hawai'i

Program ID	Legal Authority To Establish Position	Date Position Established	Position Fill Date	Projected Amount to be Expended FY2020-2021	Source of Funds	Position Function
UOH100	Section 304A-1001	5/15/2020	10/19/2020*	\$ 31,700	O	Faculty Librarian (.50 FTE)
UOH210	Section 304A-1001	1/15/2010	11/4/2020	\$ 29,776	W**	Chartered Student Organization Coordinatc

* AP/PO missed reporting on a timely basis. Every effort will be made to report in a timely manner going forward.

**Approval memo attached.

KEY:

Source of Funds: (B) Special Funds; (W) Revolving Funds; (N) Federal Funds; (O) Contract&Grants



Request for exception has been approved

Kuali Notifications <no-reply@kuali.co>
To: fmgomes@hawaii.edu

Fri, May 15, 2020 at 5:13 AM

20 OCT 13 12:16



Your request for exception for UH Hilo in category 1. Freeze on all new UH hires into regular positions using non-extramural funds for:

Request to hire #79127T Chartered Student Organizations Coordinator

Position 79127T is for a Chartered Student Organizations (CSO) Coordinator. It is a 1.0 FTE temporary position that will be funded 100% by special funds (student fees) through five accounts at 20% each: 3332762, 3333813, 3333823, 3333853, 3333803. This is an APT Band A position with a starting salary of \$44,112. Until now, the duties of this position have been performed by a casual hire who earned \$40,150 last year and estimated to earn \$41,342 this year.

This position serves as the advisor for all of the CSOs, coordinating all details of operations from meeting attendance and support to implementation and supervision of activities and events (ad attached). The leadership and guidance that the coordinator provides to the CSOs is essential for ensuring that the student organizations operate within UH and UHH policies and procedures, while fulfilling the missions of their respective organizations and meeting the needs of their constituents from whom fees are collected. Without this position, the CSO coordinator duties will fall to the Campus Center director who is currently not filling the only other general funded position in the department (#80475) due to the hiring freeze. Therefore, the CC director does not have capacity to take on additional duties if that other g-funded position remains vacant.

As they have done in past years, the student leaders in all of the CSOs have already voted to cover the

salary for this position for next year. Since it temporary, the position needs to be renewed annually, at which point if funds are not available next year, the position can be discontinued.

The search for this position launched in December 2019. The finalists are being interviewed by the Campus Center director this week and a selectee is expected within the next two weeks.

If this exception is not granted, we would like to request approval to continue the casual hire for the AY20-21 period or that we not collect these student fees for the AY20-21. Each CSO collects between \$150k-\$190k each year, making the total that this coordinator is responsible for overseeing range between \$750k to \$950k each year. UH Hilo cannot responsibly allow the CSOs to function without a coordinator or other qualified individual providing guidance.

has been approved by the President.

<Notification to Submitter - approved by President>

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