

Subject: This Week at UH West O'ahu - Week of Jan. 21, 2020
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A BULLETIN FOR UH WEST O'AHU FACULTY AND STAFF
This Week at UH West O'ahu
Week of Jan. 21, 2020

E Ala Pono - Spring 2020 Progress Update 1 (Jan. 22-24)

For the spring 2020 semester, our campus will continue implementing through our E Ala Pono Early Intervention Program (EAP) the UH System "Attendance/No show/I Am Here" Policy. To assist our campus compliance with the system and federal policy, we have built the "NO SHOW" alert flag into our existing EAP process.

The "NO SHOW" alert flag will be available during Progress Updates 1 and 2, utilizing the following definition: Student has never attended class within the 2nd or 3rd weeks of the semester. Online courses: Student has never submitted or participated in required chats or discussion boards.

When the instructor selects the flag, an email will be sent informing the student of their options: attend class or drop the class by the 100% and 50% deadlines. Additionally, a report will be generated to our registrar and financial aid unit. Our financial aid staff will then cancel, reduce, and/or return aid.

Regardless if the student is on financial aid or not, raising the "NO SHOW" flag prompts the student to take action by attending or dropping the courses or a financial obligation will remain on the student's account.

This process will allow us to meet financial aid compliance concerns and assist in reducing the large account balances on student accounts who fail to drop their courses.

For additional information, please click here for the EAP Faculty Resources at <https://westoahu.hawaii.edu/academics/advising/e-ala-pono/>

Webinar on ethical use of data on Jan. 21

Data use for decision-making in higher education is critical for improving student success and institutional effectiveness. Those improvements are valuable only when achieved through integrity, professionalism, and fairness.

Webinar in Data Ethics: Ethical Foundations for an Evolving Field – a webinar offered through the Association for Institutional Research – offers practical information for ethical practice with institutional data. The webinar will be 9 to 10 a.m. (optional discussion to follow) Jan. 21 in E-109, with John Stanley and Christi Palacat, UH West O'ahu Institutional Research Office. If interested, simply attend. Please see and distribute attached flyer.

UH West O'ahu partners with Food Tank and Arizona State University for indigenous food ways summit, to be live streamed on Jan. 22

Traditional indigenous knowledge is not front and center in most conversations on food system transformation and this needs to be rectified, according to organizers of "The Wisdom of Indigenous Food Ways," a Food Tank summit to be held on Jan. 22 at Arizona State University. Food Tank is a non profit organization focused on building a global community for safe, healthy, nourished eaters.

The summit is a collaboration between Food Tank, the Swette Center for Sustainable Food Systems at ASU and the Sustainable Community Food Systems Program at UH West O'ahu. Speakers at the event include Chancellor Maenette Benham, Sustainable Community Food Systems assistant professor Albie Miles and Kamuela Enos with MA'O Organic Farms.

Hawai'i residents can attend via live stream by logging onto [Food Tank's website](#), from 1 to 4 p.m. Hawai'i time on Jan. 22.

Faculty Research Mixer on Jan. 24

Attend a faculty gathering geared toward faculty research, engaged scholarship, innovation, and collaboration, 2 to 4:30 p.m. Jan. 24 at Kapolei Golf Club. The event – presented by the Institute of Engaged Scholarship and the Office of Professional Development and Academic Support – will allow guests to socialize and network with fellow professionals in efforts to contribute to current and prospective projects; share your research, innovation, creative works, and ideas with others; find out what projects faculty are involved in; and enhance faculty collaborations. Pupus will be provided and a cash bar will be available for purchasing drinks. The Jan. 17 RSVP deadline has been extended; [RSVP here](#) if you would like to attend.

Short films, panel discussion address future of food, health in Hawai'i on Feb. 6

Explore the intersection of food, agriculture, community health and well-being at a film and discussion event, "The Future of Food, Agriculture, and Community Health in Hawai'i," 6 to 8 p.m. Feb. 6 at the Campus Center multi-purpose room (C-208).

Sponsored by the University of Hawai'i–West O'ahu's Distinguished Visiting Scholars (DVS) Fund, the event features the screening of three short films, a panel discussion and dinner.

The panelists are:

- Claire Sullivan, Director of Development and Impact, MA'O Organic Farms
- [Dr. Albie Miles](#), Assistant Professor of Sustainable Community Food Systems, UH West O'ahu
- [Dr. Kau'i Baumhofer](#), Assistant Professor of Indigenous Health Sciences, UH West O'ahu

The films that will be screened are:

- "Anthropocene Analysis: Food & Development" (11 minutes)
- "Native Hawaiian Health and Healing Today" (20 minutes)
- "How Hawai'i's Farms Are Solving The Education Crisis" (8 minutes)

Community members are welcome to attend. For more information, email serina@hawaii.edu.

UH System Common Scholarship Application now open

The University of Hawai'i System Common Scholarship Application is available online for the 2020-2021 academic year. Students attending any University of Hawai'i campus are encouraged to apply in order to be considered for system and campus scholarships. Please encourage your students to apply by the 4 p.m. (HST) March 2 deadline* at <http://go.hawaii.edu/jFH>.

If you have been asked to serve as a reference, please remember that 4 p.m. (HST) March 9 is your deadline to complete the student's online recommendation.*

Students are also encouraged to complete their 2020-2021 Free Application for Federal Student Aid (FAFSA) by March 1 in order to be considered for the maximum amount of scholarships.

Check the UH System's Financial Aid webpage for more details: <http://www.hawaii.edu/tuition/scholarships/>

Please email scholars@hawaii.edu with any questions, or call (808) 956-6203.

Food waste reminder

Planning and Facilities kindly requests that you do not throw away food items in the classroom or office trash cans. Food waste should be taken outside to the corridor or outside trash receptacles, especially on Fridays before the end of business day. This is to prevent the return of unnecessary critters in our spaces.

Notifications on FERPA and GDPR

The University of Hawai'i is committed to protecting the privacy and security of our information. UH faculty, staff, and administrators recently received the following message – from the Office of the Vice President for Academic Planning and Policy, University of Hawai'i System – as part of an awareness campaign to promote data security and privacy.

The University, in compliance with the Family Educational Rights and Privacy Act (FERPA), is responsible for maintaining the confidentiality of student education records and monitoring the release of information from those records. UH employees with access to student education records have a legal responsibility to protect the privacy of students by using information only for legitimate educational reasons to instruct, advise, or otherwise assist students. FERPA also assures certain rights to students regarding their education records. These rights do not transfer to parents, guardians, spouses, or other family members without the express written permission of the student.

What is FERPA?

The Family Educational Rights and Privacy Act of 1974, as amended (also known as the Buckley Amendment), affords students four primary rights with respect to their education records. They have the right to:

1. Inspect and review their education records;
2. Have some control over the disclosure of information from their education records;
3. Seek to amend incorrect education records;
4. File a complaint with the U.S. Department of Education's Family Policy Compliance Office.

Learn more about how FERPA protects the confidentiality of student records at:

<https://www.hawaii.edu/uhdtagov/FERPANotice1.11.19.pdf>

What is GDPR?

The General Data Protection Regulation is a data protection law passed by the European Union (EU) in May 2018 that imposes strict new rules on maintaining and processing personally identifiable information. The law pertains to data that has been collected while an individual was physically present in the EU.

For select individuals whose data is subject to the GDPR, refer to the University of Hawai'i's GDPR Privacy Notice at:

<https://www.hawaii.edu/uhdtagov/GDPRPrivacyNotice10.4.18.pdf>

Questions?

Email the UH Data Governance Office at datagov@hawaii.edu.

UH Whistleblower Hotline

University of Hawai'i students, faculty, and staff have an important resource to confidentially report violations of laws, rules, regulations, and UH policies. A whistleblower hotline launched in June 2016 further advances the university's commitment to encourage and enable any member of UH or the general public to make good faith reports of misconduct.

University of Hawai'i Whistleblower website:

<https://secure.ethicspoint.com/domain/media/en/gui/40480/index.html>

UH Whistleblower Hotline: 1-855-874-2849

For more information, go to UH News at <http://go.hawaii.edu/coj>

Updated policy: Sex Discrimination, Gender-Based Violence

UH's Policy and Procedure on Sex Discrimination and Gender-Based Violence (EP 1.204) is effective as of Jan. 15. The

updated policy affirms that retaliation is explicitly prohibited conduct, expands definitions, and strongly encourages individuals to report prohibited conduct as soon as possible. The updated policy can be viewed here:

<http://www.hawaii.edu/policy/ep1.204>.

Title IX is a federal law that protects people from sex discrimination in education programs or activities that receive federal financial assistance. If you are a victim of, or witness to, sexual harassment or gender-based violence, help is available at UH's 10 campuses.

Confidential resources:

<https://www.hawaii.edu/titleix/confidential/>

Campus Title IX coordinators (Non-Confidential resource):

<http://www.hawaii.edu/titleix/coordinators/>

UH System Title IX and Office of Institutional Equity website:

<https://www.hawaii.edu/titleix/>

UH West O'ahu Title IX webpage, <https://westoahu.hawaii.edu/compliance/title-ix/>, housed under the UH West O'ahu compliance website, <https://westoahu.hawaii.edu/compliance/>

Free, online Title IX training for students: <http://go.hawaii.edu/A3I> and employees: <http://go.hawaii.edu/I3A>

UH's goal is a campus free of sexual harassment and gender-based violence.

IT Help Desk updated hours for spring semester

The IT Help Desk is changing its hours of operation (opening 15 minutes later) for the spring semester to: 7:45 a.m. to 7 p.m. Monday through Thursday, and 7:45 a.m. to 5 p.m. Friday.

Distance Learning Tip of the Week – January Theme: Accessibility

Color is often used for organization through color or to add emphasis in text documents. When using color in digital content, make sure that color is not the only distinguishing factor. For example, if the information presented in red font color is important, also use bold or underline in addition to the color. Color should never be used as the only identifying feature.

Color Contrast: Use sufficient contrast for text and background colors. Check contrast with Web AIM's [Color Contrast Checker](#). Color Contrast improves the user experience for all viewers of the content, not only viewers with low vision or color blindness.

News from [E Kamakani Hou](#)



[Spring music-making opportunities at UH West O'ahu](#) - Make music at the University of Hawai'i–West O'ahu this spring! Join the UH West O'ahu band, sing with the Kapolei Chorale | University Chorus, or "kani ka pila" in the Hawaiian Ensemble.

[Bone marrow donor registry drive on campus, Jan. 15 and 16](#) - A few minutes of your time can help save someone's life. [Be The Match](#), a nonprofit organization, will host a bone marrow and stem cell donor registry drive – 10 a.m. to 2 p.m. Jan. 15 and 16 at the Campus Center courtyard – as part of UH West O'ahu's Welcome Week activities.

[Learn how to make liliko'i butter on Feb. 4](#) - Make your own tasty spread at the upcoming 'Āina-to-'Ōpu Workshop: Liliko'i Butter, 12:30 to 1:30 p.m. Feb. 4 at the Nāulu Center kitchen. The event is the first of a series of three 'Āina-to-'Ōpu workshops happening this semester.

[Make savory 'ulu fries and spicy aioli at March 3 workshop](#) - The event name alone is enough to make your mouth water. Check out the 'Āina-to-'Ōpū Workshop: 'Ulu Fries + Spicy Aioli, 12:30 to 1:30 p.m. March 3 at the Nāulu Center kitchen, to learn from Chef Jah Kaluhiokalani an easy way to prepare 'ulu, or breadfruit. Breadfruit is a staple crop throughout Polynesia, the Caribbean, and Africa.

[UH West O'ahu hosts high school counselors, highlights programs and facilities](#) - Student engagement, signature academic programs, new degrees, growing campus facilities, and award-winning faculty at the University of Hawai'i-West O'ahu were among the highlighted topics shared with nearly 50 guests at the High School Counselor Workshop, held today on campus.

[Discussion of 'onipa'a kicks off speaker series on Jan. 22](#) - A discussion of the meaning of the word 'onipa'a (fixed movement) in relation to aloha 'āina and mana lāhui will kick off the 'Onipa'a speaker series this semester at 'Onipa'a: Aloha 'Āina, an event to be held 12:30 p.m. Jan. 22, in the Nāulu Center.

UH West O'ahu Calendar of Events

Tuesday, Jan. 21

- Last day to add or register and change grading option
- Last day to drop semester long classes with 100% refund, no "W" grade
- Webinar in Data Ethics: Ethical Foundations for an Evolving Field, 9 to 10 a.m. (optional discussion to follow), E-109
- Weekly Harvest Days, 9 to 11 a.m. Tuesdays, Student Organic Garden
- Yoga, 9:30 to 10:30 a.m. and 11 a.m. to noon Tuesdays, Nāulu Center
- Free Play (Play to Learn), 3 to 6 p.m. Tuesdays, Great Lawn

Wednesday, Jan. 22

- Risk Management and Insurance Certificate Talk Story Session with Andrew Kurata, captive insurance administrator at State of Hawai'i Insurance Commissioners Office, and Chenise Blalock, executive director at Hawai'i Independent Insurance Agents Association, 11 a.m. to 12:30 p.m., C-208
- 'Onipa'a: Aloha 'Āina, 12:30 p.m., Nāulu Center. [More info.](#)

Thursday, Jan. 23

- Risk Management and Insurance Certificate Workshop: Resume Writing by Ryan Inouye with AXA Insurance, 11 a.m. to noon, E-109
- Game Night (computer, cards, or board games), 4:30 to 7:30 p.m. Thursdays, Nāulu Center

Friday, Jan. 24

- Faculty Research Mixer, 2 to 4:30 p.m., Kapolei Golf Club. [RSVP here](#) if you would like to attend.

The deadline to include your item in the next This Week is Thursday night. Please submit your item using the Communication Department's [Communications Request Form](#).

WESTOAHU.HAWAII.EDU



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Webinar in Data Ethics

Ethical Foundations for an Evolving Field

When: **January 21**
 9:00am-10:00am with optional discussion to follow

Where: **E-109**

With: **John Stanley and Christi Palacat, UHWO IRO**

Data use for decision-making in higher education is critical for improving student success and institutional effectiveness. Those improvements are valuable only when achieved through integrity, professionalism, and fairness.

This Webinar – offered through AIR (The Association for Institutional Research) offers practical information for ethical practice with institutional data.

Webinar Description: As the field of institutional research evolves, so too must the ethical foundation that undergirds our work. In response to emerging trends, such as the proliferation of analytics, big data, and vendor-driven solutions, the AIR Board of Directors examined the Association’s long-standing Code of Ethics and Professional Practice. While the code was helpful in certain situations, it became clear that the overarching values and principles were getting lost in the details, and the code was not easily adaptable to address new trends. With input from the community, the Board drafted a new Statement of Ethical Principles to serve as a declaration of values and a touchstone in the use of data and information to support effective and ethical decision making to improve higher education. Join us for a conversation about the new statement and the role of ethics in IR.