

Kapi'olani P.A.U. Violence Coalition
Guidelines
(Final 11/3/2016)

Background Information

Formerly known as the Violence Prevention Task Force (VPTF), this campus-wide committee was established in 2007 through a partnership with KapCC Student Services and the UH Manoa Women's Center, who received a grant from the HI State Dept of Health to implement sexual violence prevention initiatives at all system campuses. After the grant ended in 2009, VPTF continued to serve the campus by sponsoring events, speakers and training with support from the system-wide PAU (Prevention, Awareness, Understanding) Violence staff at the Women's Center. In Fall 2016, the members realigned and renamed VPTF as **The Kapi'olani PAU Violence Coalition**, and will continue to serve as the education and prevention arm of the KapCC Title IX Team. Additionally, the Coalition will be supported by the PAU Violence Resource Center(PVRC) on campus (to be established in Spring 2017). These guidelines articulate the mission, program goals, composition, and organization of the Coalition.

I. Mission

Kapi'olani PAU Violence Coalition educates and empowers the campus community to create a culture of respect and end all forms of sexual and gender-based violence.

II. Goals

A. Implement college-wide educational efforts to prevent sexual and gender-based violence.¹

¹ Sexual and gender-based violence: Dating violence, stalking, sexual assault, domestic violence, sexual/gender-based harassment

B. Advocate for a safe and respectful atmosphere through educational programming with a focus on healthy and consensual relationships and bystander intervention.

C. Support institutional commitment to uphold Title IX mandates to provide awareness and prevention education.

D. Collaborate with UH system-wide and community partners to broaden our impact and support our collective efforts

III. Composition of the Coalition

A. Membership

The coalition will strive to have wide representation from various campus departments and units. Members will include:

- (a) KapCC faculty, staff and students including those in the AGOs ².
- (b) UH System and community partners who share similar endeavors as the Coalition.

B. Term of Office

1. Members will serve a 1 year term, with possible continuation.
2. Chairs will serve a 2-year term, with possible continuation.
3. Committee chairs will serve a 1-year term, with possible continuation.

C. Expectations of Members

Members will be expected to:

1. Support the Coalition's mission in their roles on campus and in the community.

² AGOs: Authorized Governance Organizations, including Faculty Senate, Student Congress, Staff Council and Kalaulani Council

2. Make every effort to attend meetings and take notes on a rotational basis.
3. Actively participate in at least one of the committees.
4. Contribute to the planning and implementation of the initiatives set by the Coalition.

D. Advisory Members

1. KapCC Administrators may be invited to serve in an advisory and participatory role, when needed.

IV. Organization of Coalition

A. Coalition Co-chairs

1. Selection

- (a) Co-chairs will be recommended and selected by the Coalition members.
- (b) The Title IX Coordinator will be informed of the nominees, as co-chairs are part of the Title IX team.

2. Responsibilities of Co-Chairs

- (a) Serve on the College's Title IX team.
- (b) Represent the Coalition at UH system and partner organizations as appropriate and provide updates.
- (c) Lead the coalition to establish goals and objectives and determine assessment measures for the academic year.
- (d) Plan meeting agendas and convene meetings.
- (e) Complete an end-of-year summary.

B. Committee Chairs

1. Selection

- (a) Committee chairs will be selected by their committee members.

2. Responsibilities of Committee Chairs

- (a) Collaborate with their members to set goals and objectives and determine assessment measures for the academic year.
- (b) Convene separate meetings, as necessary, to fulfill the committee's goals and objectives.
- (c) Provide monthly updates to the Coalition and complete an end-of-year summary.
- (d) Communicate with co-chairs on a regular basis.

C. Committees & Responsibilities

1. Communications

This Committee's responsibilities may include but not be limited to:

- (a) Ensure the Coalition's information is up-to-date in all formats, including website, printed material and on-line resources
- (b) Craft and send out pertinent information to the campus and community in a timely manner.
- (c) Contact campus and UH partners and related community organizations to coordinate communication efforts.
- (d) Collaborate with relevant constituencies including student groups, campus personnel and UH system and community partners

2. Planning & Engagement

This Committee's responsibilities may include but not be limited to:

- (a) Plan and implement the Coalition's education programs.
- (b) Develop and assess learning outcomes for the Coalition's education programs.
- (c) Collaborate with campus community, UH system partners and community organizations to participate in and/or help organize the Coalition's education programs.

- (d) Involve student leaders in the planning and implementation of the Coalition's education programs.

3. Professional Development and Training

This Committee's responsibilities may include but not be limited to:

- (a) Plan and implement professional development and training opportunities for the Coalition members and campus community
- (b) Connect and work with faculty to develop violence prevention curricula specific to their courses.
- (c) Develop and assess learning outcomes for professional development and training activities
- (d) Promote student leadership by involving students in the planning and implementation of relevant professional development and training opportunities.

V. Review of Guidelines

The Coalition's Guidelines will be subject to an annual review and revisions will be made, if necessary.