

**Subject:** This Week at UH West O'ahu - Week of Jan. 11, 2021  
**From:** UHWO Communications Department <uhwocomm@hawaii.edu>  
**To:** uhwo-all-l@lists.hawaii.edu  
**Date Sent:** Monday, January 11, 2021 8:38:10 AM GMT-10:00  
**Date Received:** Monday, January 11, 2021 8:38:39 AM GMT-10:00  
**Attachments:** Spring 2021 PD Day Final - remediated.pdf, He Ukana Aloha Kā Kīlauea.jpg, Faculty Verification Steps Identify-Non-participators-and-Certify-the-Class.pdf

---

A BULLETIN FOR UH WEST O'AHU FACULTY AND STAFF  
**This Week at UH West O'ahu**

Week of Jan. 11, 2021



**Bulletin No. 33 from Chancellor Maenette Benham**

**E ala! E alu! E kuilima!  
Awaken! Come together! Join hands!**

**Statement of Gratitude:**

*"Today, I choose to live with gratitude for the love that fills my heart, the peace that rests within my spirit, and the voice of hope that says all things are possible."— Anonymous\**

**Update COVID-19**

Garret Yoshimi, UH Vice President for Information Technology/Chief Information Officer, asks everyone to consider uploading this free COVID notification app: AlohaSafe Alert COVID-19.

To help in the fight to stop the spread of the COVID-19 virus, the Hawaii State Department of Health (DOH) in partnership with aio Digital and the Hawaii Executive Collaborative has launched AlohaSafe Alert, a free, COVID-19 exposure notification app:

<https://www.alohasafealert.org/>

Once added to your smartphone, AlohaSafe Alert will send a notification within 48 hours if you come into close contact-within six feet for at least 15 minutes-with someone, who is also using the app, tests positive for the virus in the previous 14 days.

All of the data collected will be kept anonymous, and only DOH will have access to it. Should an app user test positive for COVID-19, their identity is kept private from anyone who receives an alert, and their identities are kept private from other app users.

The University of Hawaii joins DOH in encouraging everyone to download and utilize the AlohaSafe Alert app. The more people who use the app, the more effective it will be to stop the spread of COVID-19. The app is another tool in the effort to bring the pandemic that includes vaccination, wearing face coverings, practicing safe physical distancing and hand washing.

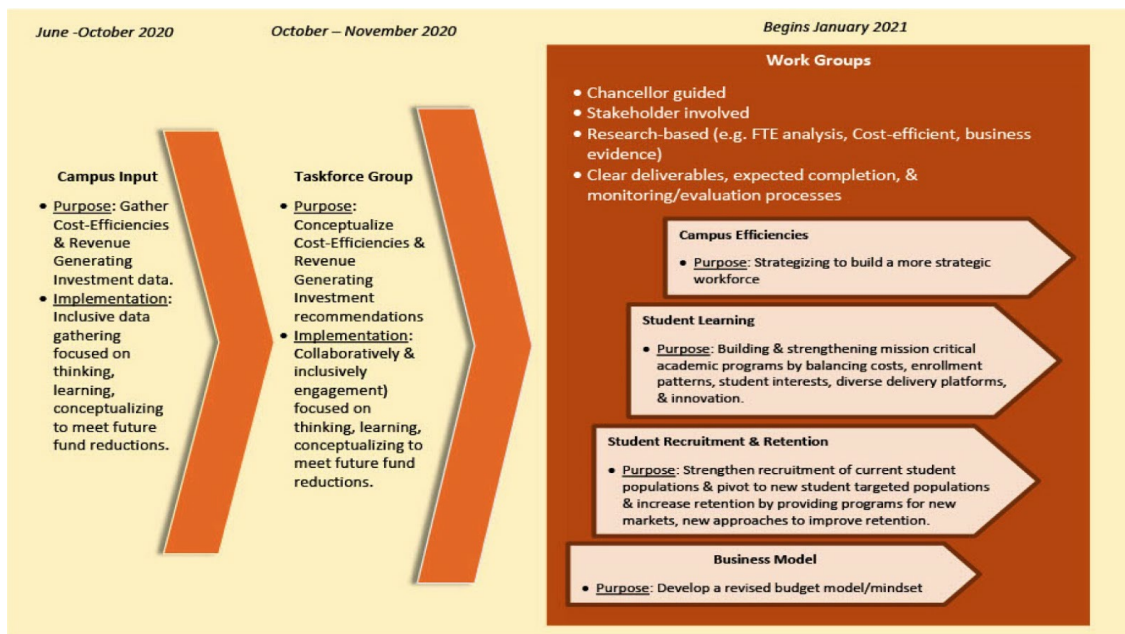
Remember: If you have tested positive, are symptomatic, or have had contact with a positive case, contact the campus COVID-19 Hotline at (808) 689-2525. For more information visit: [westoahu.hawaii.edu/covid-19](https://westoahu.hawaii.edu/covid-19).

### Update on our Campus Budgeting and Planning Process.

Spring 2021 Convocation/Professional Development Day, Friday, January 8, 9 a.m.-10:45 a.m.: A copy of the slide deck is attached. A recording of the broadcast will be available at a later date.

January 7, 2021, UH Board of Regents Meeting: UH President David Lassner discussed the latest developments on the state budget. In his presentation to the regents, Lassner stated that there are no formal plans for layoffs, retrenchment or reductions-in-force of faculty or staff with employment security within the 10-campus UH system until the Hawaii State Legislature approves a biennial budget and that budget is enacted by Gov. David Ige. His remarks also included an overview of the national events of the week, the spring 2021 semester and UH's role in the state vaccination plan. The report can be viewed here: <http://go.hawaii.edu/2fJ>

UHWO Work Groups: More information on the objectives of the work groups will be disseminated. Please see this overview shared at our Convocation/PD Day (the entire slide deck from PD Day is also attached). We hope that you will participate in one of the campus or unit-level work groups this spring semester.



### A view from the State of Hawai'i

Please see the [House Select Committee on COVID-19 Economic and Financial Preparedness committee report](#) (from last meeting on 12/21) and the [UHERO update](#) (as referenced in the committee report). Their next meeting will be today, Monday January 11.

UH informational briefings will be held as follows next week:

**Tuesday, 1/12**  
**2:00 p.m. - 5:00 p.m.**  
**WAM/HRE (broadcast notice not yet posted)**

**Friday, 1/15**  
**9:00 a.m. – 12:00 noon**  
**FIN [Live on YouTube](#)**

Wishing everyone a wonderfully productive and joyful first week of classes!

E mālama pono!  
Maenette Benham, Chancellor

\*NOTE: If you have a statement of gratitude that you would like me to share with our campus community please send to [uhwocomm@hawaii.edu](mailto:uhwocomm@hawaii.edu).

### **University of Hawai'i COVID-19 resources**

Remember to visit the [UH West O'ahu COVID-19 page](#) and [University of Hawai'i System COVID-19 site](#) for information and updates regarding the COVID-19 pandemic.

## **COPING THROUGH COVID**

How are you maintaining your mental, physical, and emotional well-being while practicing social distancing? We'd like to hear about your coping mechanisms or personal stories of how you are managing as we navigate these challenging times. Have unique tips to share? Fun activities? Email [uhwocomm@hawaii.edu](mailto:uhwocomm@hawaii.edu) to submit your survival strategies.

Here's a submission from Richard Jones, Professor of Science Education and Director of the Veterans Empowered Through STEM Program:

UFOs. No, not Unidentified Flying Objects — Un Finished Objects.

Coping with COVID has been a great opportunity for me to spend time with my wife MaryAnn and to focus on my many UFOs around work and home. COVID-19, with the changes in how I do my daily work, has given me time — time that I have been able to use to share the process of bread baking with my wife. After binge watching “The Great British Baking Show,” we have spent months trying to perfect, well not quite, our whole grain sourdough flax seed bread. It is amazing, but no batch is ever quite the same. But we are getting there. Under proved, over proved ... one thing I have learned, the weather makes for fickle baking. We have also had the time to teach our 11-year-old dog, Paduka, some new tricks. As long as she knows there is at least one fresh carrot, she is willing to try pretty much anything her humans can think up. COVID also gave me the time and the inspiration to finish my 'Alalā quilt based on the October 2020 calendar art work of UH West O'ahu's Creative Media faculty, Dr. Laurie Sumiye.

So, COVID coping means fewer UFOs, but not all of them are finished. I still have a lot of stuff to do for work, so I better get back to it.



*Photos courtesy of Richard Jones*

### **President Lassner provides budget update to Board of Regents**

University of Hawai'i President David Lassner discussed the latest developments on the state budget at the Board of Regents Jan. 7 meeting. In a presentation to the regents, Lassner stated that there are no formal plans for layoffs, retrenchment or reductions-in-force of faculty or staff with employment security within the 10-campus UH system until the Hawai'i State Legislature approves a biennial budget and that budget is enacted by Gov. David Ige. You can read more here: <http://go.hawaii.edu/JfV>

Lassner gave his monthly President's Report that included remarks on the national events of the week, the spring 2021 semester and UH's role in the state vaccination plan. The report can be viewed here: <http://go.hawaii.edu/2fJ>

### **Family Educational Rights and Privacy Act (FERPA)**

This message was sent this morning on behalf of UH System's Debora Halbert, PhD  
Associate Vice President for Academic Programs and Policy:

The University of Hawai'i is responsible for maintaining the confidentiality of student education records and monitoring the release of information from those records, in compliance with the Family Educational Rights and Privacy Act (FERPA).

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: <http://datagov.intranet.hawaii.edu/ferpa/>

With a large percentage of UH classes being taught online, guidance on Zoom recordings and written student consent as required by FERPA are available at: <https://www.hawaii.edu/its/videoconferencing/uhzoomrecording/>  
<http://datagov.intranet.hawaii.edu/ferpa-guidance-for-online-lectures-and-recordings/>

To access Zoom and other tutorials useful for faculty, review the comprehensive UH Online Innovation Center (UHOIC) Tutorials and Resources at: <http://go.hawaii.edu/3TW>

Questions?



Email the UH Data Governance Office at [datagov@hawaii.edu](mailto:datagov@hawaii.edu).

### **Yearlong webinar series celebrating stories of all UH campuses continues at Kaua'i CC, Jan. 13 and 27**

He Ukana Aloha Kā Kīlauea is a special yearlong webinar series celebrating the stories of our islands and our campuses. The series features music, dance, and storytelling from the ten University of Hawai'i campuses. The next sessions on Jan. 13 and 27 will feature song and storytelling from Kaua'i Community College. All webinars are noon to 1 p.m. The webinar link is <https://hawaii.zoom.us/j/91499916950> (password: ukana). The He Ukana Aloha Kā Kīlauea series, which kicked off Sept. 23 and 30 from UH Maui College, is presented by the [Hawai'i Papa o Ke Ao Committee](#) at UH. Please see attached flyer for more information.

[Archived videos](#) from the previous sessions (UH West O'ahu hosted on Dec. 9 ([Mele Honouliuli](#)) and Dec. 23 ([Christmas in the Islands](#)) - a belated holiday gift to our campus and System!!!) can be found on the [Hawai'i Papa O Ke Ao YouTube channel](#).

### **Deadline for teaching awards nominations extended until Jan. 15**

Students, staff, and faculty are welcome to nominate any faculty member — full-time or part-time — or librarian for the 2020-2021 University of Hawai'i Teaching Excellence Awards. The deadline for nominations has been extended to 5 p.m. Friday, Jan. 15. You may nominate more than one person but use a separate form for each nominee and do not nominate the same person more than once. The name of the awards are: Regents' Medal for Excellence in Teaching and UH West O'ahu Lecturer Excellence in Teaching Award. For more information about the awards or to submit nominations, go to <http://go.hawaii.edu/9Q3>. The [OPDAS microsite](#) also has a page that has more information about faculty and staff awards. All questions should be emailed to [tawards@hawaii.edu](mailto:tawards@hawaii.edu).

### **Reminder: Faculty Verification of Non-Participation**

This is a reminder that YOU must report through the MyUH Faculty Services Portal student Non-Participation in your class - THE PORTAL OPENS ON WEDNESDAY, JANUARY 20 AND CLOSES ON MONDAY, JANUARY 25.

1. Your participation in the Faculty Verification of Non-Participation through the MyUH Faculty Services Portal, helps our institution to comply with the UH System (EP 7.209) certifying student attendance and participation in class by the end of the late registration period. Step by step instructions can be found:
  - UH West O'ahu is using MyUH Final Grade Roster to verify participation.
  - Attached Instructions "Faculty Verification Steps Identify-Non-participants-and-Certify-the-Class".pdf.
  - More Information available: <https://www.hawaii.edu/myuhinfo/participation-verification/>
2. Additionally, your reporting of students who are not participating in class (No-Show) helps our institution to comply with USDOE Title IV financial aid policy to identify the first day of academic engagement and the last day of engagement for students receiving financial aid. Note compliance is required to ensure we can continue to award our students federal financial aid.
3. Your participation sends a strong message of "faculty support and student engagement".

Mahalo nūnui! E mālama pono!

Chancellor Maenette Benham, VCAA Jeffrey Moniz and iVCSA Jan Javinar

### **Reminder: My Success E Ala Pono Information**

Through the [E Ala Pono Academic Progress Campaign](#), faculty are able to partner with our campus resources (Advising, Counseling, and the No'eau Center) to support the success of our students. In the E Ala Pono cycle faculty observe and interact with students and when behaviors or concerns arise (in the 3rd, and 7th week), the faculty may complete the progress update (MySuccess), which notifies both the student and the service area of concerns. A representative from the service area (Advisor, Mentor or Counselor, etc.) will meet with the student to create a success plan. The faculty will be notified of actions taken.

Progress Update 1: January 25 - 31, 2021 (Portal closes at 11:59 pm)

Progress Update 2: March 1 - 10, 2021 (Portal closes at 11:59 pm)

### **Distance Learning Tip of the Week – Go Widescreen with Google Slides**

Ever notice black bars next to your slides when presenting? This indicates the aspect ratios of content and screen don't match. The default sizing for Google Slides has changed from "Standard 4:3" to "Widescreen 16:9". Slides are now shorter and wider since most displays and monitors are widescreen. You can [update existing slide decks](#) by going to File > Page setup > Widescreen. Go through the Slides to adjust images to the new sizing as needed. Once done, your slides will completely fill widescreen displays.

### UH West O'ahu in the News

Cybersecurity Guide (Jan. 2): "[An interview with Matthew A. Chapman](#)." The cybersecurity education website's expert interview series features Chapman, Computer Science and Cybersecurity Professor and Chair of the Business Administration Division at UH West O'ahu. [Cybersecurity Guide](#) aims to provide the most accurate and up-to-date information about cybersecurity degree programs.

goKapolei Magazine (Winter 2020): "[A Game-Changer](#)." Story about UH West O'ahu's new Creative Media facility.

### News from [Ka Puna O Kalo'i](#)



[UH West O'ahu alum among 'Thirty Under 30' emerging leaders](#) - University of Hawai'i-West O'ahu alum and former employee Natalie Perez recalls how her experiences at UH West O'ahu helped contribute to her many accomplishments — the most recent of which was being selected as one of the [2020 Learning Guild Thirty Under 30](#).

[Journal publishes 'women chiefs' article by UH West O'ahu professor](#) - University of Hawai'i-West O'ahu [Hawaiian-Pacific Studies](#) Professor [Sa'iliemanu Lilomaiaava-Doktor](#) published an article about women matai, or chiefs, in [Pacific Studies](#), a multidisciplinary journal devoted to the study of the people of the Pacific Islands.

[UH West O'ahu welcomes Spring 2021 with Professional Development Day and Convocation](#) - University of Hawai'i-West O'ahu faculty and staff tuned in to the Spring 2021 Professional Development Day and Convocation — held Jan. 8 via Zoom — a semesterly welcome event and opportunity for the campus to come together to review 2020 and look at what's ahead in 2021.

*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



University of Hawai'i - West O'ahu  
[91-1001 Farrington Highway, Kapolei, Hawai'i 96707](#)  
ph: 689-2800 | [westoahu.hawaii.edu](#)



# Faculty & Staff Professional Development Day

## Review of 2020 & What's Ahead in 2021

---

UH West O'ahu Spring 2021 Semester – January 8, 2021



# Mele Honouliuli

(An oli or chant by Pu'u Zablan)

---

Eō Pālehua i ke kuahiwi lā  
Ke kuahiwi i noho i ka lani

Hear my call Pālehua, glorious mountain  
The mountain that dwells in heavens

‘O Kapolei ka pu‘u lā  
Ka pu‘u i noho i ka ‘āina

Kapolei is our beloved hill  
The hill that sits on the land

‘O Kapapapuhi ka loko i‘a  
Ka loko i noho i kai

Kapapapuhi is our pond  
The pond that resides at the sea

‘O Honouliuli lā  
He ‘āina aloha o ‘Ewa

There is Honouliuli  
Our beloved land in ‘Ewa

Aloha mai e nā pua lā  
Nā pua ha‘aheo o ka ‘āina

Greetings to all the descendants/people  
The proud people of this land



# Hō'ōia 'Āina

---

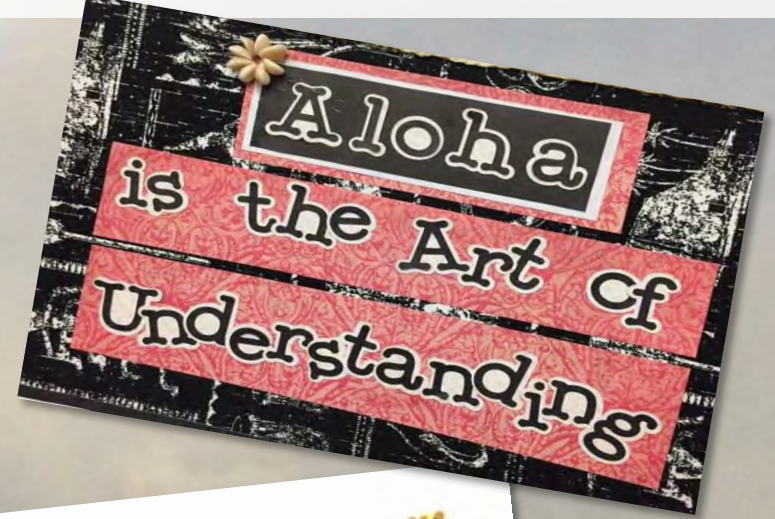
*On behalf of the University of Hawai'i–West O'ahu, it is with profound reflection that we offer up this Hō'ōia 'Āina, this Land Acknowledgement, acknowledging Hawai'i as an indigenous space whose original people are today identified as Native Hawaiians.*

*The University of Hawai'i–West O'ahu aligns with the University of Hawai'i's commitment to foster the wellbeing of all our students within an indigenous lens through academic and social processes throughout a ten-campus, system-wide transformation we call Hawai'i Papa O Ke Ao.*

*With much aloha, I, Lokelani Kenolio – offer up this Land Acknowledgement to welcome all gathered in this ahupua'a we call Honouliuli in the moku of 'Ewa, within the mokupuni of O'ahu.*

*This is Hawai'i nei. Ano'ai ke aloha.*

# Aunty Lynette Paglinawan



# Welcome & Agenda

9:00 – 9:20AM	Wehene
9:20 – 9:55AM	2020 In Review & What's Ahead in 2021
9:55 – 10:05AM	Virtual Tour of Creative Media Building
10:15 – 10:45AM	Dr. Mays Imad
10:45AM	Closing



# HOLOMUA

*Moving forward together*

## Pūpūkahi I Holomua

Building *Kauhale* and Strengthening *Kaiāulu*  
at UH West O'ahu

# Overview

## ➤ 2020 Our Challenges, Opportunities & Successes

- 2021 Planning, Implementing & Moving Forward
- 2021 Action: Campus Work Groups
- Our Partners: ASUHWOW & Faculty Senate
- Virtual Tour of Creative Media Building
- Dr. Mays Imad, Closing the Circle

# 2020 Challenges & Opportunities

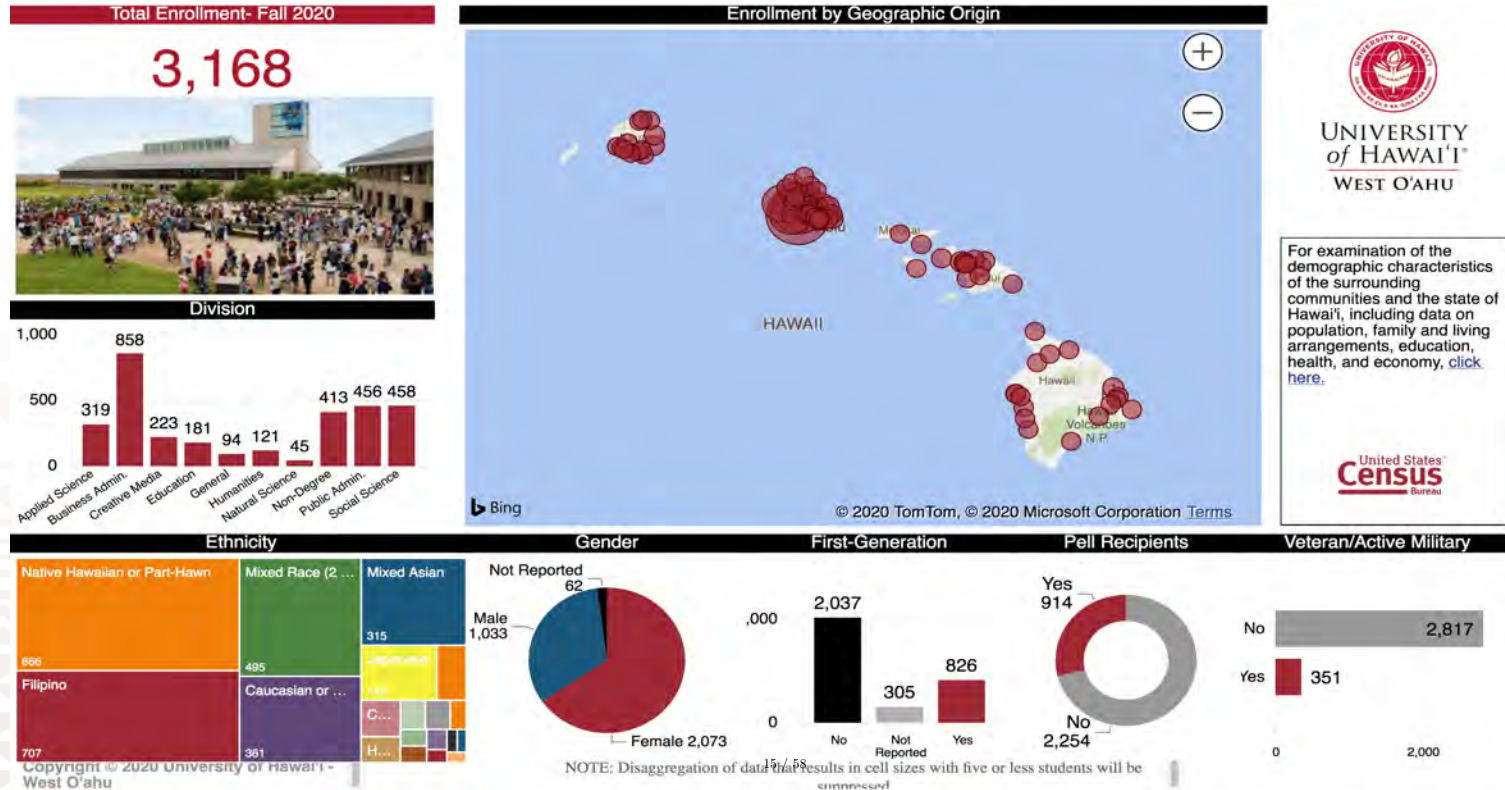
*“Huki i nā kaula, kūkulu i nā pe‘a,  
holo ka wa‘a i ke ala pono.”*

Tighten the ropes, raise the sails, let the canoe sail the course.

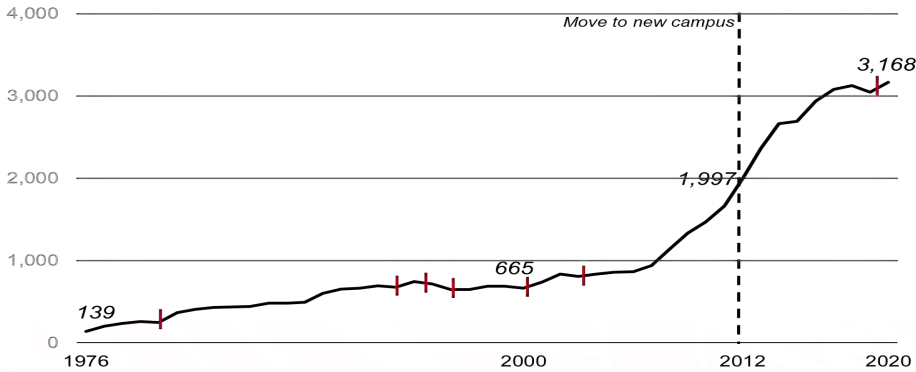
- **Intentional & Continuous Communications**  
Health and safety of our campus community
- **Engaging Campus Stakeholders to Participate**  
Focus on student online and hybrid learning
- **Commitment to Responsible Stewardship**  
Fiscal transparency and accountability



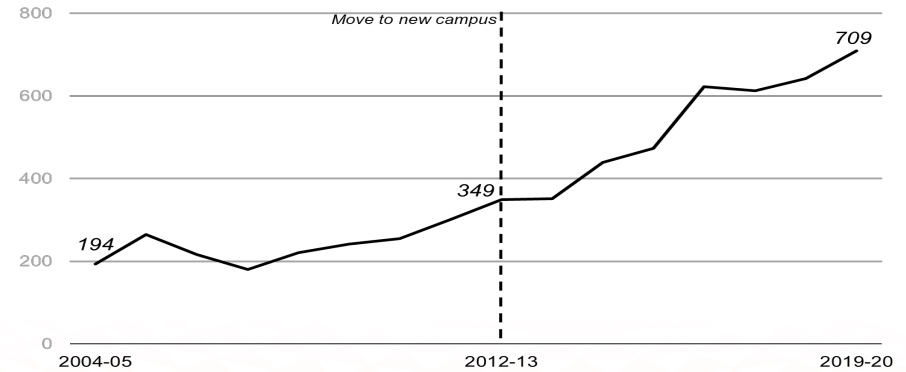
# Quick Facts Dashboard



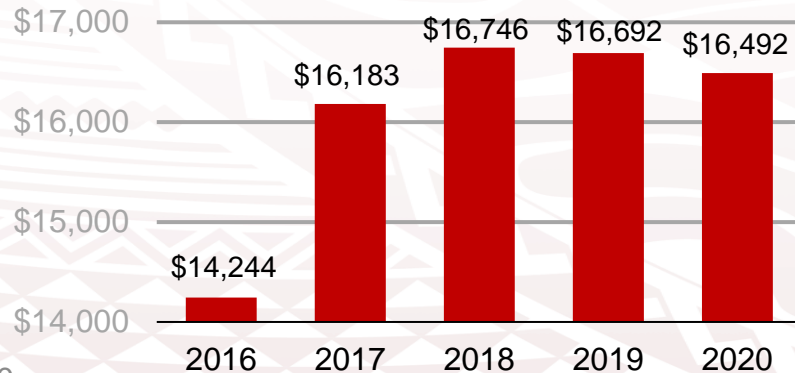
## Historical Enrollment



## Degrees Awarded



## Tuition Revenues (\$1,000's)



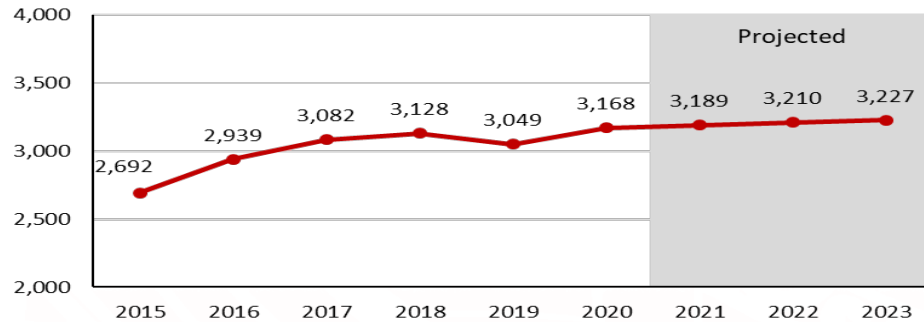
## UH Performance Measures AY 2019-2020

Measures	Goal	Actual
Degree and Certificate Awards	499	709
Degree and Certificate Awards-Native Hawaiian	110	170
Degree and Certificate Awards-Pell Recipients	269	400
Six-Year Graduation Rate	37.7%	38.7%
Transfer-Ins from UHCC	771	637

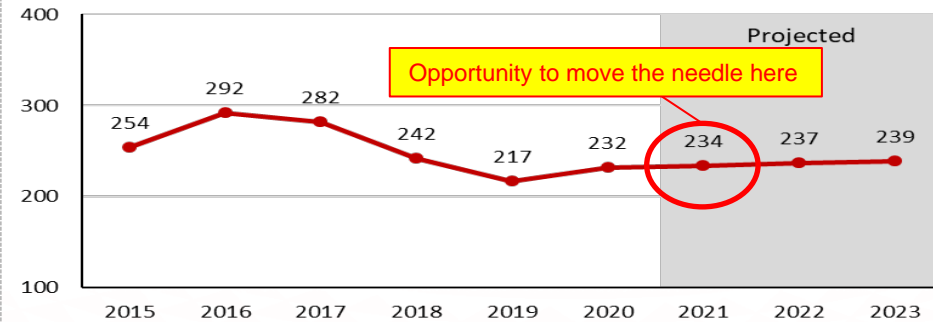
● Met or Exceeded Goal

● Did Not Meet Baseline

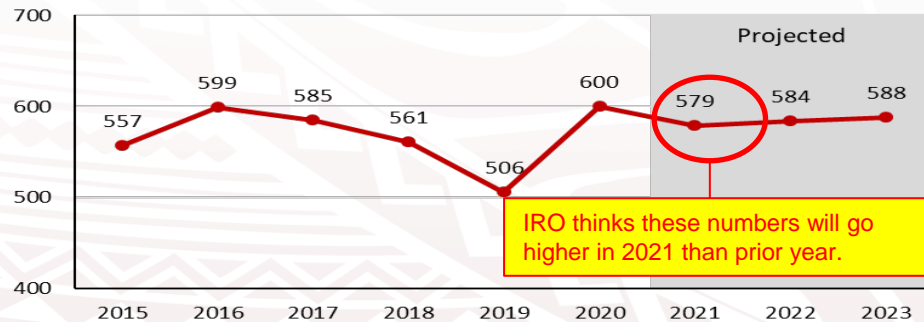
## Enrollment - Projections



## Enrollment – First-Time Freshmen



## Enrollment – New Transfers

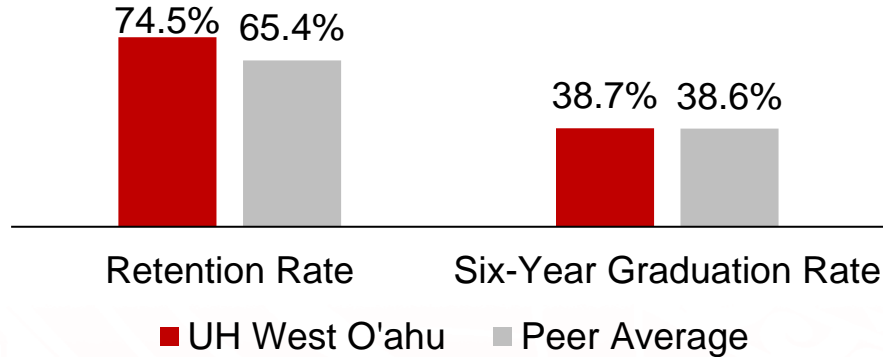


## UHWO Institutional Research Office Notes:

- IRAPO projects enrollment to increase 0.7% in fall 2021 to reach 3,189, and to continue to increase at an annual rate of about 0.6% through fall 2026.
- The forecast predicts most of the increase coming from continuing students, a slight increase in freshmen, and a decrease in transfers.
- There is a good chance that our transfer numbers will surpass its projection if recruitment/ articulations efforts continue to perform strongly.
- The first-time full-time freshmen numbers are the biggest challenge and area of opportunity for continued growth. We can build in growth scenarios using our interactive [enrollment planning dashboard](#).

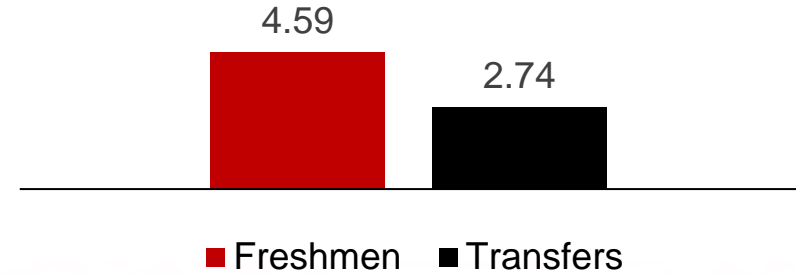


### Retention & Six-Year Graduation Rates

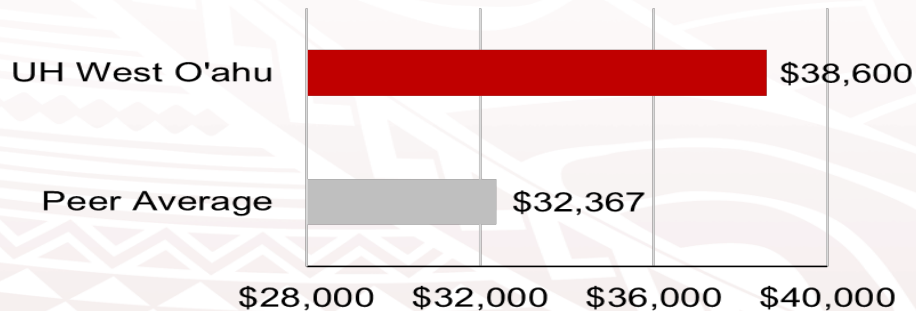


\*UH West Oahu figures as of 2020; Peer figures as of 2019 from NCES IPEDS

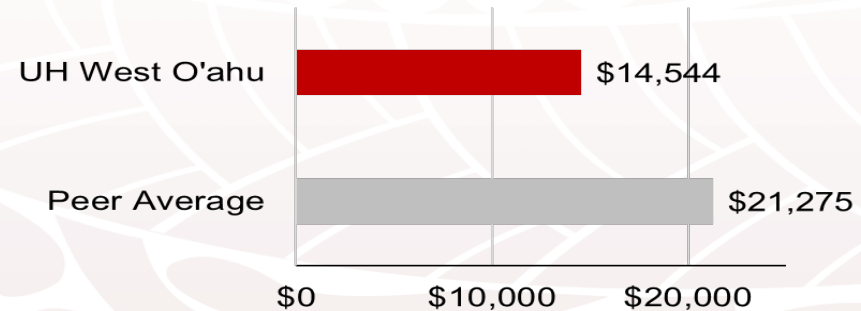
### Average Time-to-Degree in Years



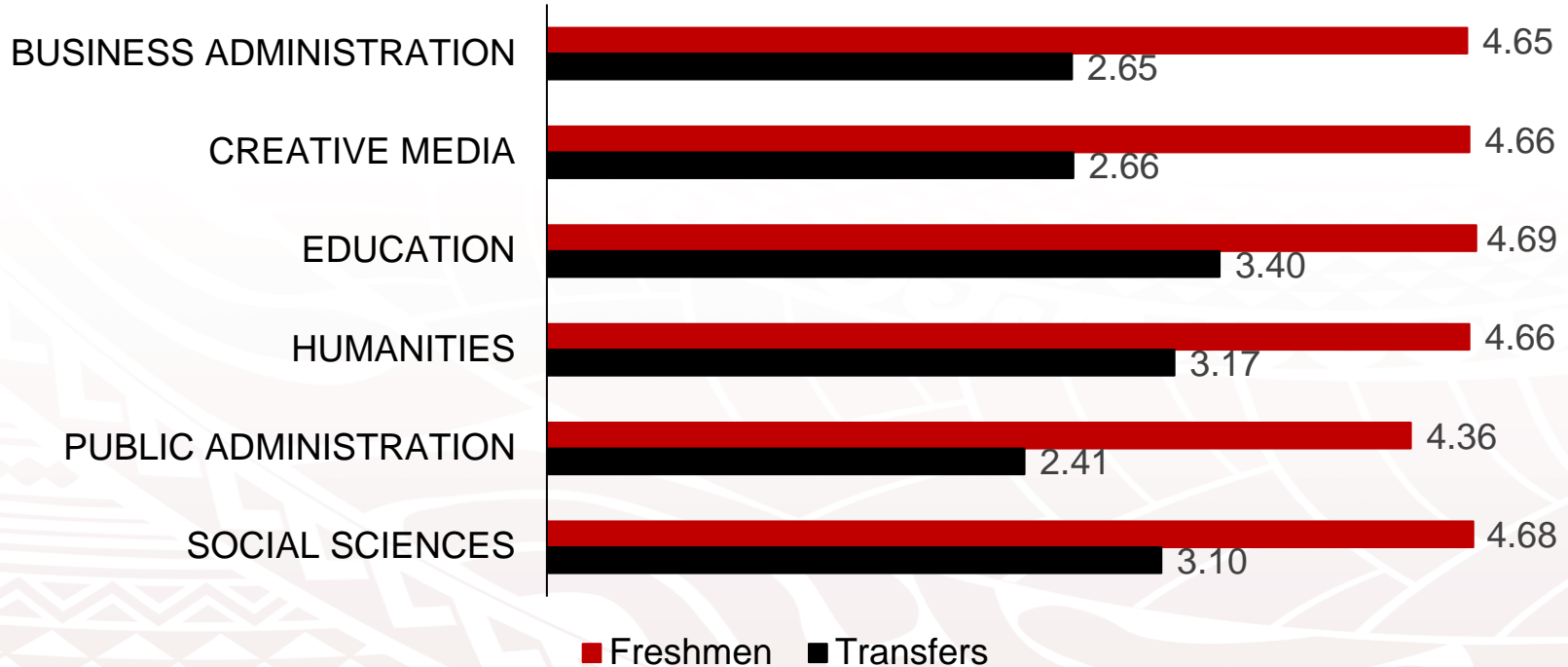
### Median Earnings Six Years After Graduation



### Median Total Debt After Graduation

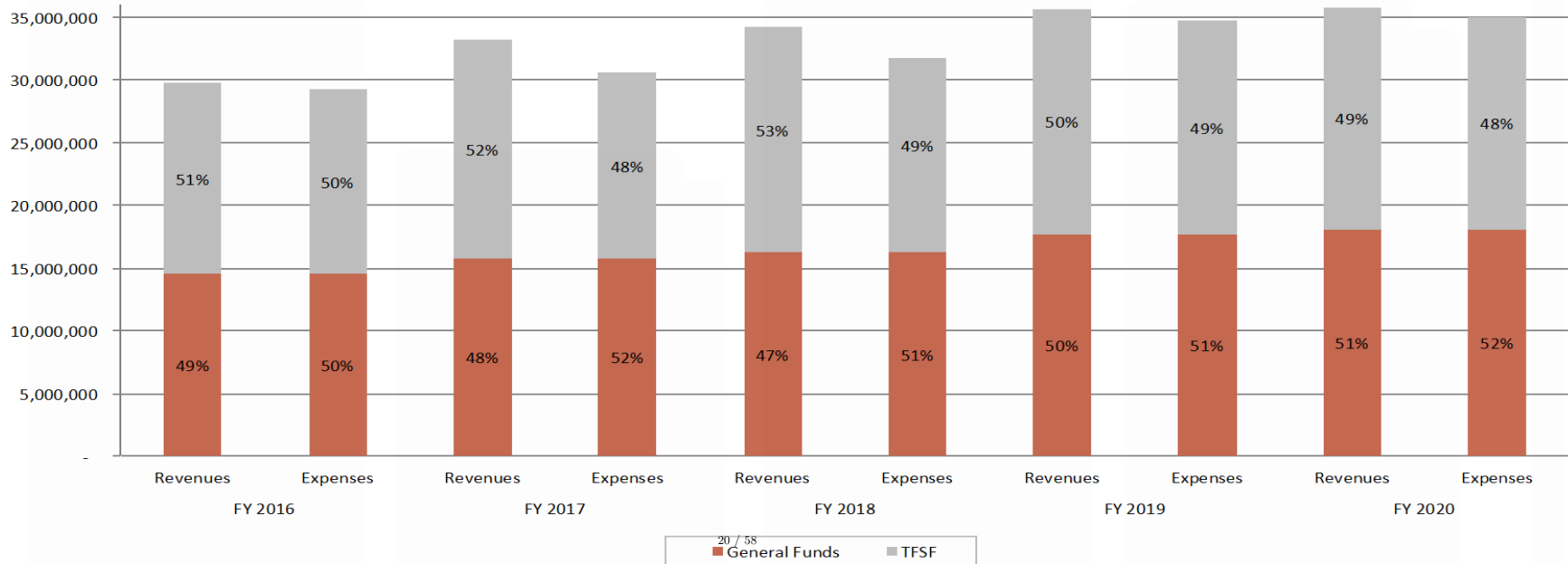


# Average Time-to-Degree in Years by Division



## Historical Trend of Revenues and Expenses

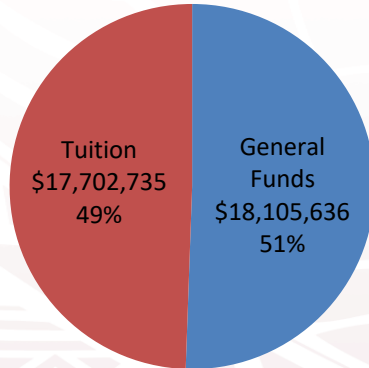
	FY 2016		FY 2017		FY 2018		FY 2019		FY 2020	
	Revenues	Expenses	Revenues	Expenses	Revenues	Expenses	Revenues	Expenses	Revenues	Expenses
<b>General Funds</b>	<b>14,522,594</b>	<b>14,522,593</b>	<b>15,790,482</b>	<b>15,790,482</b>	<b>16,203,655</b>	<b>16,203,655</b>	<b>17,738,937</b>	<b>17,738,937</b>	<b>18,105,636</b>	<b>18,101,937</b>
<b>TFSF</b>	<b>15,238,449</b>	<b>14,686,867</b>	<b>17,330,885</b>	<b>14,744,428</b>	<b>18,049,034</b>	<b>15,589,800</b>	<b>17,895,368</b>	<b>16,946,177</b>	<b>17,702,735</b>	<b>16,903,898</b>
<b>Total</b>	<b>29,761,043</b>	<b>29,209,460</b>	<b>33,121,367</b>	<b>30,534,910</b>	<b>34,252,689</b>	<b>31,793,455</b>	<b>35,634,305</b>	<b>34,685,114</b>	<b>35,808,371</b>	<b>35,005,835</b>



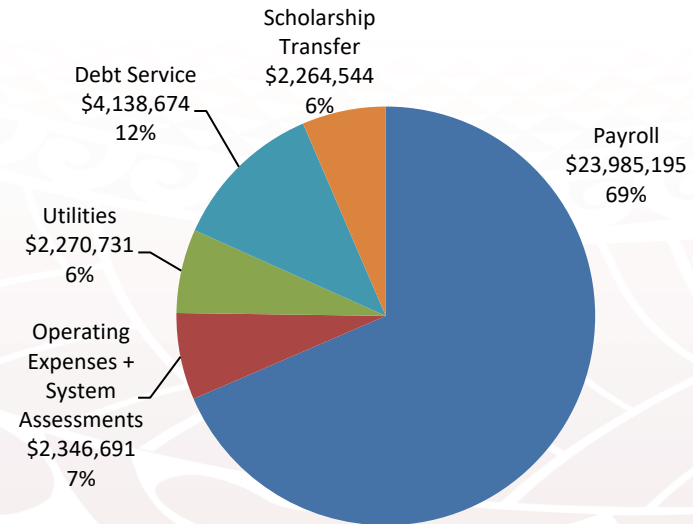


# FY 2020 Revenue & Expenditures

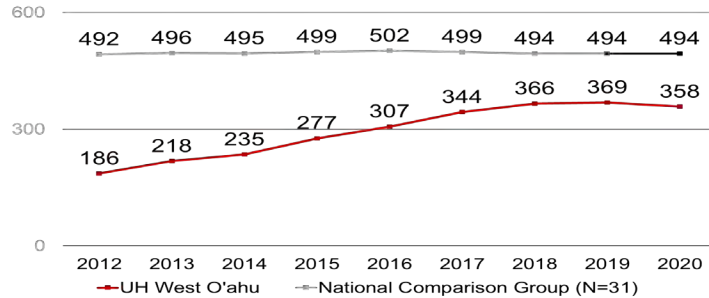
**Total Revenue**  
**\$35,808,371**



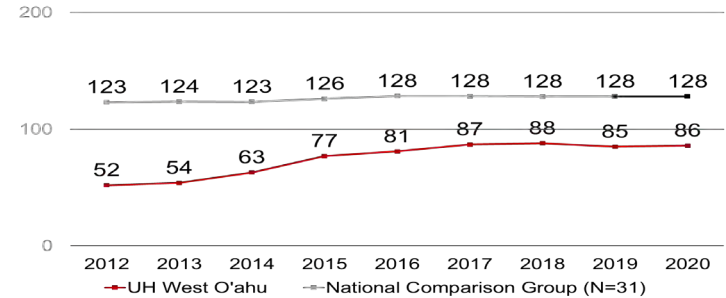
**Total Expenditures**  
**\$35,005,835**



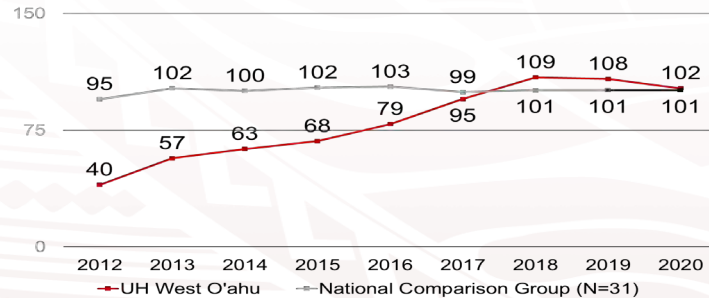
### Total Employees



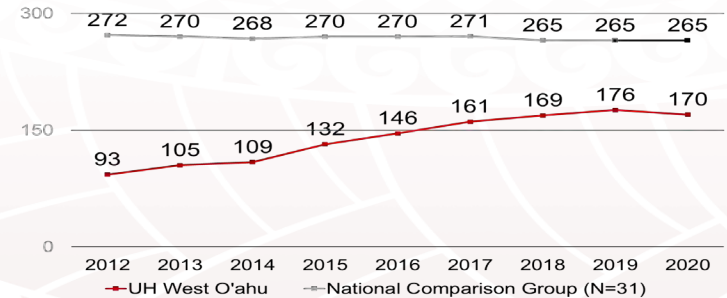
### Full-Time Instructional Faculty



### Lecturers



### Non-Instructional Staff

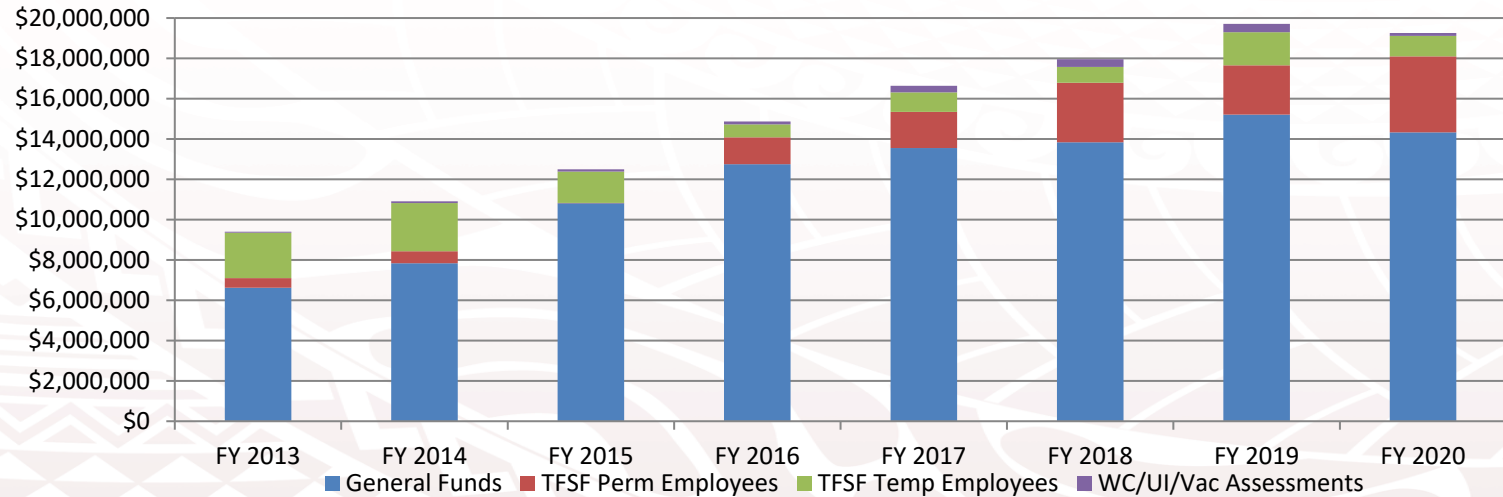


Source: NCES IPEDS. The National Comparison Group consists of 31 four-year public colleges and universities in the United States with similar Carnegie type and total enrollments between 2,000 and 5,000 students. Reported figures for 2019 and 2020 were held constant after 2018 due to availability of data in IPEDS.



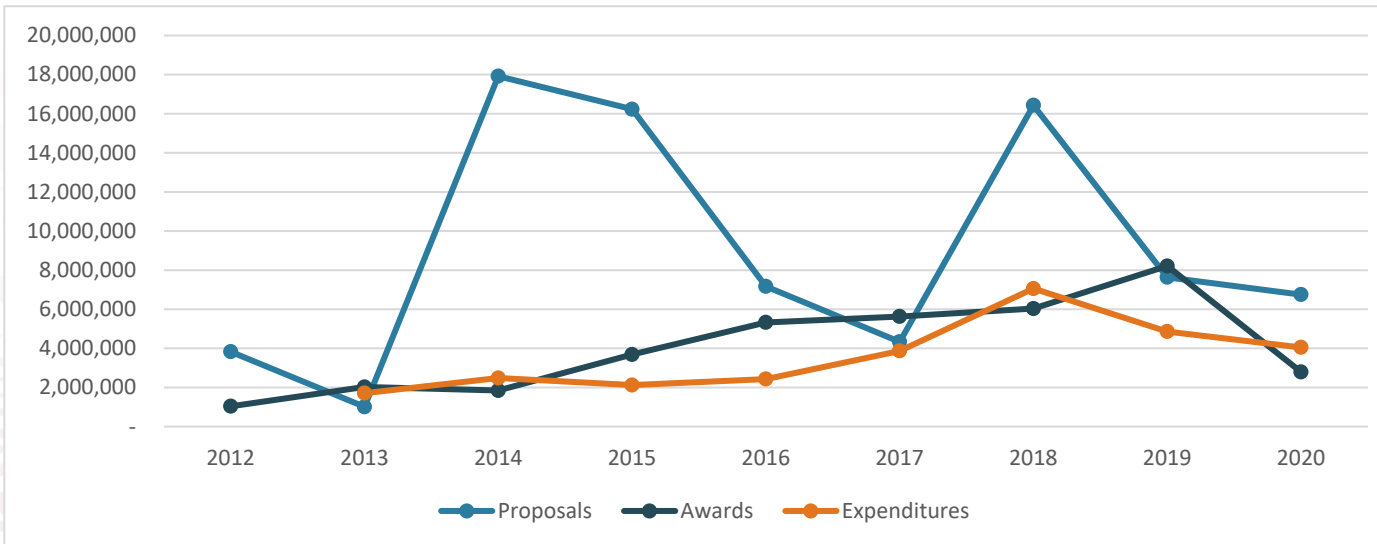
# Regular Payroll Costs

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
General Funds	\$6,618,920	\$7,839,339	\$10,814,510	\$12,748,493	\$13,548,155	\$13,836,341	\$15,210,179	\$14,328,038
TFSF Perm Employees	\$483,369	\$591,366	\$16,940	\$1,336,094	\$1,796,805	\$2,955,965	\$2,442,140	\$3,767,293
TFSF Temp Employees	\$2,251,662	\$2,393,742	\$1,556,182	\$638,377	\$966,151	\$782,070	\$1,647,873	\$1,017,495
WC/UI/Vac Assessments	\$49,413	\$82,152	\$106,549	\$145,058	\$327,417	\$379,793	\$409,232	\$146,464
Total	\$9,403,364	\$10,906,599	\$12,494,181	\$14,868,022	\$16,638,528	\$17,954,169	\$19,709,424	\$19,259,290



# UHWO Extramural Activity

	Fiscal Year								
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Proposals	3,827,815	1,012,391	17,919,810	16,228,453	7,170,011	4,337,878	16,430,335	7,635,089	6,748,999
Awards	1,040,016	2,024,896	1,844,171	3,686,265	5,326,027	5,631,172	6,035,273	8,210,429	2,793,210
Expenditures		1,709,411	2,484,307	2,125,476	2,431,719	3,872,595	7,058,581	4,862,676	4,049,408



Amount excludes federal financial aid & UHF grants.



# Overview

- 2020 Our Challenges, Opportunities & Successes
- 2021 Planning, Implementing, & Moving Forward
- 2021 Action: Campus Work Groups
- Our Partners: ASUHWOW & Faculty Senate
- Virtual Tour of Creative Media Building
- Dr. Mays Imad, Closing the Circle

# 2021 Challenges & Opportunities

*“He maka au, he ‘upena kākou.”*

I am an eye, we [collectively] are a net.

- **Campus Priorities:**
  - UHWO Business Model: Budgeting & Planning
  - Student Focus: “New” & Strengthened Markets and Strategies
  - Student Focus: Learning Innovations
  - Campus (Unit) Efficiencies
- **Moving Forward**
  - Campus Task Force → Campus Work Groups
  - Develop & implement strategic tactics to meet both SAP Impact Strategy goals & fiscal objectives

---

# Focus OVCSA

# 2020 Achievements

- Recruitment of New Students
  - Fall 2019 to Fall 2020 increased 4% with 119 more students
  - Spring 2020 to Spring 2021 increased 4.6% with 123 more students as of 01-07-21
- Continuing Student Re-enrollment
  - Fluctuations term to term
  - from Fall 2019 to Spring 2020 increased by 292 students, Spring 2020 to Fall 2020 decreased by 334 students
  - Fall 2020 to Spring 2021 increased by 134 students as of 01-07-21



# Strategic Action Plan

## Impact Strategy Phase II

### Academic Years 2020-2026

*“We will strengthen our assets and infrastructure to meet our rising (and anticipated) demands. We will optimize and expand our resources by designing a culture of prosperity, advancing our state-of-the-art environment, and fostering campus and community relationships.”*

# SAP: Impact Strategy 1—Increasing Student Success & Engagement

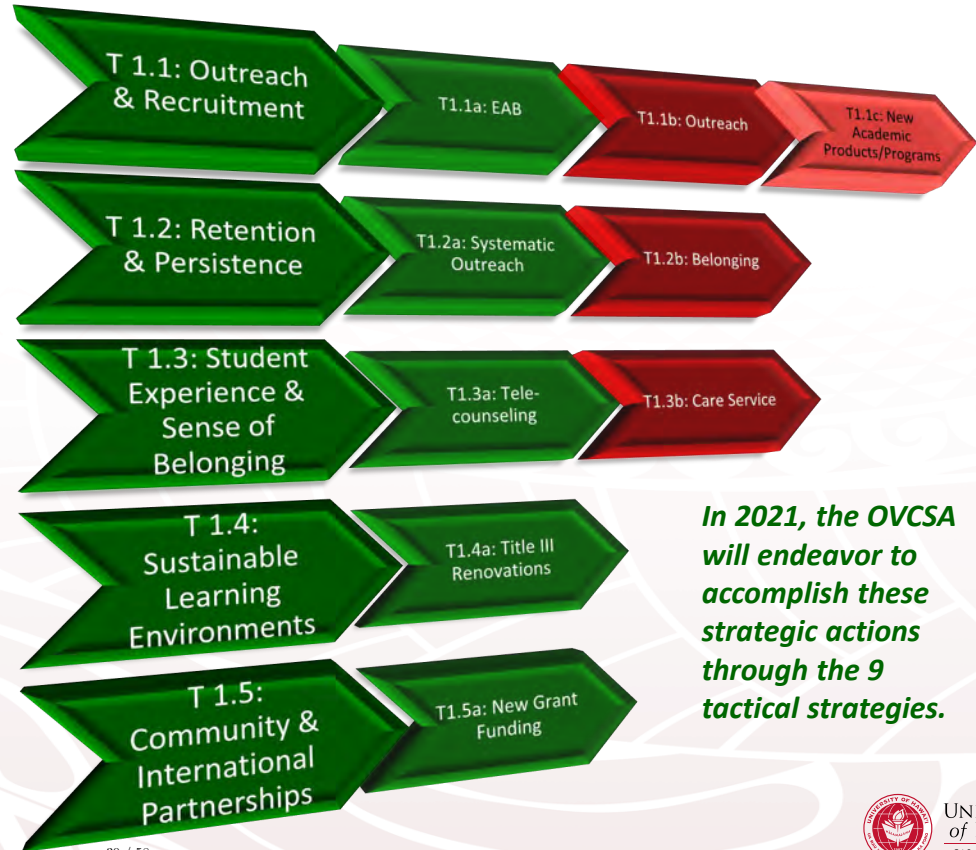
**T 1.1-Build** partnership with EAB to increase traditional high school graduate recruitment; *Promote* intentional outreach to returning adults, Veterans, Career Changers, & UHCC transfers; *Collaborate* with OVCAA to produce & strengthen academic products/programs to new markets.

**T 1.2-Create** systematic outreach—nudges, encouragement, deadline reminders, strategies; expand text messaging technology use; *Partner* with OVCAA to strengthen relationships and sense of belonging for students.

**T 1.3-Refine** tele-counseling; *Initiate* higher level care service—administration of immunization shots.

**T 1.4-Complete** Title III renovations—Career Development Center, Student Life Center, Engaged Learning Experiences.

**T 1.5-Seek** additional/new grant funding opportunities to better serve Leeward & Central O'ahu communities.



*In 2021, the OVCSA will endeavor to accomplish these strategic actions through the 9 tactical strategies.*

---

# Focus OVCAA

# 2020 Achievements

- Steadfast Response
- Diversity
- Streamlined
- Enhance Efficiency
  - Increase productivity
  - Met needs of increased students
  - Reduced low enrolled classes
  - Reduced total classes



# Strategic Action Plan

## Impact Strategy Phase II

### Academic Years 2020-2026

*“We will offer a distinct educational experience that is student-focused, innovative, transdisciplinary, and engages the community. We will build upon our strong academic programs that address the needs of all students whether first-generation, transfer, non-traditional, or recent high school graduates.”*

## SAP: Impact Strategy 2—Advancing Dynamic & Innovative Learning Experiences

### T 2.1: *Strengthen* Common Learning Experiences

- Continue to *nurture* Health Sciences pathways.
- Support* Accreditation process.

-*Propel* new scheduling practices (e.g. reduction of small classes, increased productivity) to be more efficient.

T 2.2: *Partner* with Student Affairs on the Returning Adults Initiative.

- Advance* planning for more sustainable and resilient future.

T 2.3: *Expand* Pathways—high school to career/grad school.

T 2.4: *Designing* and implementing new forms of andragogy to advance student learning

T 2.5: *Seek* additional/new grant funding opportunities to elevate academic programs.

T 2.6: *Strengthen and grow* Distance Learning Strategic Direction.



*In 2021, the OVCAA will endeavor to accomplish these strategic actions through the 10 tactical strategies.*

---

# Focus OVCA

# 2020 Achievements

- Completion of the Creative Media Building.
- Prepared campus for online and hybrid classes.
- Installed PV system on the Admin-Health Sciences building.
- New outdoor learning space.



# Strategic Action Plan

## Impact Strategy Phase II

### Academic Years 2020-2026

*“We will strengthen our assets and infrastructure to meet our rising (and anticipated) demands. We will optimize and expand our resources by designing a culture of prosperity, advancing our state-of-the-art environment, and fostering campus and community relationships.”*

## SAP: Impact Strategy 3—Strengthening Our Assets & Infrastructure

**T 3.1-Streamline** campus operations in HR & Fiscal

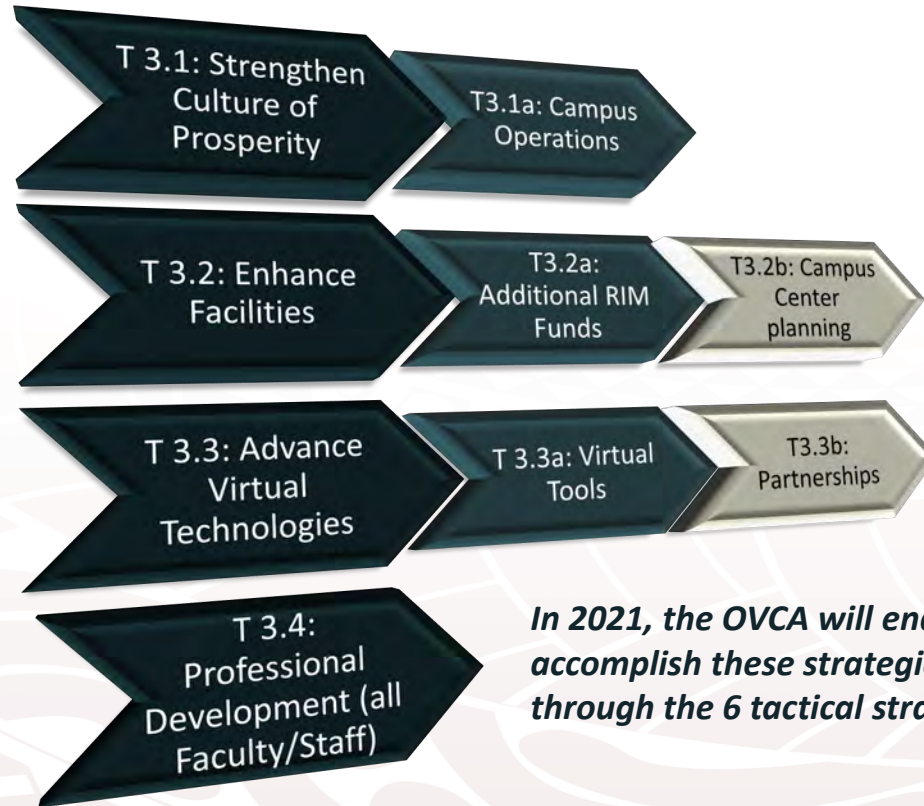
**T 3.2-Request** additional RIM funding to create temporary Testing Center

**-Initiate** planning phase for Campus Center addition

**T 3.3-Look** to invest in virtual desktops & auto tracking camera systems

**-Increase** partnership between IT, Communications, & Distance Education

**-Increase** partnership between UHWO & System IT to increase cost efficiencies



*In 2021, the OVCA will endeavor to accomplish these strategic actions through the 6 tactical strategies.*

# Overview

- 2020 Our Challenges, Opportunities & Successes
- 2021 Planning, Implementing, & Moving Forward
- 2021 Action: Campus Work Groups
  - Our Partners: ASUHWO & Faculty Senate
  - Virtual Tour of Creative Media Building
  - Dr. Mays Imad, Closing the Circle

## June -October 2020

### Campus Input

- Purpose: Gather Cost-Efficiencies & Revenue Generating Investment data.
- Implementation: Inclusive data gathering focused on thinking, learning, conceptualizing to meet future fund reductions.

## October – November 2020

### Taskforce Group

- Purpose: Conceptualize Cost-Efficiencies & Revenue Generating Investment recommendations
- Implementation: Collaboratively & inclusively engagement) focused on thinking, learning, conceptualizing to meet future fund reductions.

## Begins January 2021

### Work Groups

- Chancellor guided
- Stakeholder involved
- Research-based (e.g. FTE analysis, Cost-efficient, business evidence)
- Clear deliverables, expected completion, & monitoring/evaluation processes

### Campus Efficiencies

- Purpose: Strategizing to build a more strategic workforce

### Student Learning

- Purpose: Building & strengthening mission critical academic programs by balancing costs, enrollment patterns, student interests, diverse delivery platforms, & innovation.

### Student Recruitment & Retention

- Purpose: Strengthening recruitment of current student populations, pivoting to new student targeted populations, and increasing retention by providing programs for new markets, new approaches to improve retention.

### Business Model

- Purpose: Developing a revised budget model/mindset

# Overview

- 2020 Our Challenges, Opportunities & Successes
- 2021 Planning, Implementing, & Moving Forward
- 2021 Action: Campus Work Groups
- **Our Partners: ASUHWOW & Faculty Senate**
- Virtual Tour of Creative Media Building
- Dr. Mays Imad, Closing the Circle



# ASUHOWO: Student Accomplishments

Student services in community



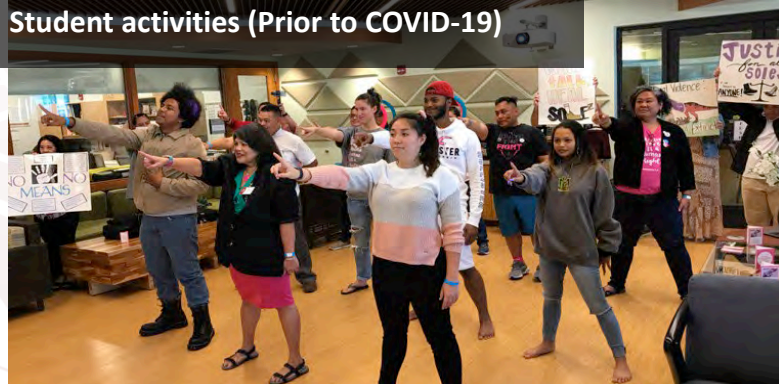
Student helping students online



Financial Literacy Webinar



Student activities (Prior to COVID-19)



# ASUHWO: Advocacy & Goals

- Advocacy
  - Serve on campus committees and the campus task force
  - Pandemic resolution-flexibility
  - Student mental health services resolution
  - Statement denouncing systemic racism
  - African American History course resolution
  - Appropriated funds to support virtual commencement
- Goals
  - Continued engagement with students and community
  - Creating safe space for students
  - Exploring LSAT program at UHWO



## UHOW Faculty Senate



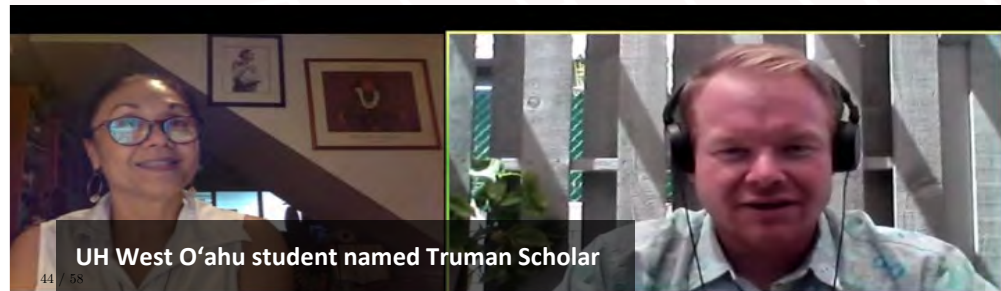
Franklin Kudo/Katie Landgraf (in collaboration with IT) developed new broadcast studios in pivot to online learning



Rick Jones and VETS lab created PPE parts for first responders



Kau'i Merritt, Bradley Ashburn, Lelemia Irvine, and Lynette Williamson received a \$50K grant from The Spencer Foundation for COVID-19 related research



UH West O'ahu student named Truman Scholar

# UHWO Faculty Senate

- Participation in campus Task Force (fall 2020) and campus Work Groups (spring 2021)
- Focused work with OVCAA + OVCSA + OVCA + Chancellor's Office
- Partnerships with OPDAS
- Collaborate with community partners
- Our focus for Spring 2021

# Overview

- 2020 Our Challenges, Opportunities & Successes
- 2021 Planning, Implementing, & Moving Forward
- 2021 Action: Campus Work Groups
- Our Partners: ASUHWOW & Faculty Senate
- Virtual Tour of Creative Media Building
- Dr. Mays Imad, Closing the Circle



# Overview

- 2020 Our Challenges, Opportunities & Successes
- 2021 Planning, Implementing, & Moving Forward
- 2021 Action: Campus Work Groups
- Our Partners: ASUHWO & Faculty Senate
- Virtual Tour of Creative Media Building
- Dr. Mays Imad, Closing the Circle

# Dr. Mays Imad





**Mahalo Nūnui Kākou!**  
Let's keep moving forward together!

**"I mua a loa'a ka lei o ka lanakila!"**





# HE UKANA ALOHA KĀ KĪLAUEA

*The Inter-island Steamer Kilauea is Freighted With Aloha*



In the spirit of Kamehameha V,  
we celebrate community through  
song and storytelling from the  
10 UH campuses. Please join us  
for this webinar series.



Presented by  
University of Hawai'i  
Hawai'i Papa o Ke Ao

## ALL WEBINARS ARE 12PM TO 1PM

September 23 and 30 (UH Maui College)

October 14 and 28 (Hawai'i Community College)

November 4 and 25 (UH Mānoa)

December 9 and 23 (UH West O'ahu)

January 13 and 27 (Kaua'i Community College)

February 10 and 24 (UH Hilo)

March 10 and 24 (Honolulu Community College)

April 14 and 28 (Windward Community College)

May 12 and 26 (Kapi'olani Community College)

June 9 and 23 (Leeward Community College)

## Webinar link:

<https://hawaii.zoom.us/j/91499916950>

Password: ukana

## PARTICIPATION VERIFICATION

Identify  
Non-Participating Students

---

Certify the Class

October 2020



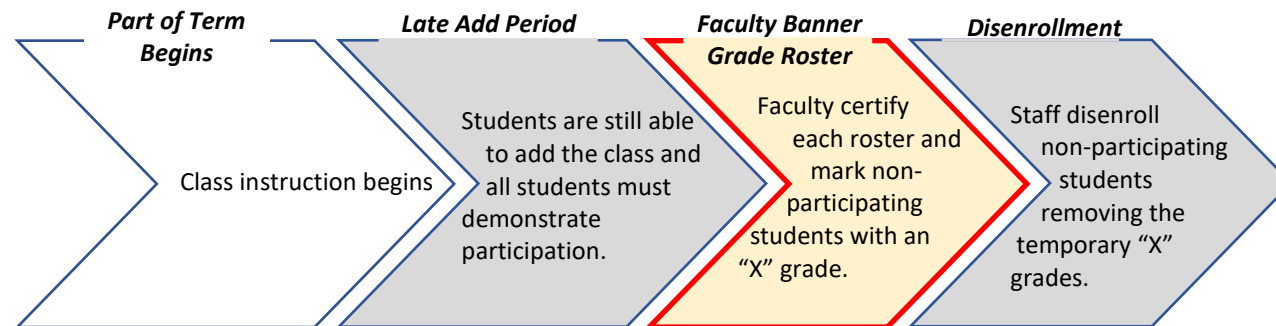
# Overview

## Executive Policy 7.209: Student Participation Verification in Coursework

Each institution must comply with Federal Student Aid Title IV financial aid regulations regarding verification of students' participation in the courses in which they are enrolled. Any student who fails to establish attendance and participation by the end of the late registration period will be dropped from the class with tuition and fee charges reversed from their account. They may also be dropped from other classes that are dependent on the class where they failed to establish attendance (i.e. co-requisite or future class where the dropped class meets the prerequisite requirement).

Faculty identifying non-participating students is critical in this institutional obligation. The process requires that faculty identify non-participating students via the MyUH grade roster. Students flagged as non-participating will later be processed by the records office and disenrolled from the appropriate class(es).

### Process at a Glance



# Access Your Grade Roster

1. Go to <https://myuh.hawaii.edu/>, search for “final grading” and click on the tile. You may be prompted to login if you have not done so already.




2. Select the term, then CRN from the drop-down lists.

# MyUH Grade Roster Roadmap

During the faculty verification and certification period, two features will display.

Final Grade Worksheet

 **For final grade due date, please check with the registrar's office where the class is offered. Most campuses list their deadline on the**

- You must submit grades for the current page before entering grades on remaining pages.
- In addition to the assigned grade, enter Last Attend Date (MM/DD/YYYY) for all students who did not pass the class.
  - If the student did not pass **and** never attended, enter the day before the class began.
  - If the student did not pass but attended all or part of the term, enter the last known attendance, assignment or test/exam date.
- After grades are rolled, submit any changes via the campus Change of Grade form.

**Course Information**  
**Business Law - BUSA 324 2**  
**CRN:** 69034  
**Students Registered:** 27

"I certify that I have reviewed this roster for non-participation as defined by system policy. Non-participating students have been identified by checking the NO SHOW box and are subject to disenrollment from the class. This one-time certification applies to any of my changes made thereafter to the roster."

To save "no show" grade entries/changes, you must click on the **SUBMIT** button below the roster.

Please submit the grades often. There is a 60 minute time limit starting at 10:29 am on Oct 06, 2020 for this page.

Record Sets: 1 - 25 26 - 27

**Final Grades**

Registration ID Number	Student Name	Credits	Registration Status	Grade	Rolled	Last Attend Date MM/DD/YYYY	Attend Hours 0-999.99	No Show
1	22663899 Aloha, Shannon G.	3.000	RW	<input type="button" value="v"/>	N	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
2	25602421 Bailey, Ginger C.	3.000	RW	<input type="button" value="v"/>	N	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
3	26981917 Chun, Jackie E.	3.000	RW	<input type="button" value="v"/>	N	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
4	23131515 Fernandez-Garner, Jolie H.	3.000	RW	<input type="button" value="v"/>	N	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
5	24440809 Gio, Lexi J.	3.000	RW	<input type="button" value="v"/>	N	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

**Certification  
Box**

**No Show  
Boxes**

# Identifying Non-participating Students

Assign and remove “X” grades by clicking the NO SHOW box. “X” grades cannot be entered/removed directly in the GRADE field.

“X” grade = Student did not participate

Final Grades									
Registration Number	ID	Student Name	Credits	Registration Status	Grade	Rolled	Last Attend Date MM/DD/YYYY	Attend Hours 0-999.99	No Show
1	22663899	Aloha, Shannon G.	3.000	RW	X	N			<input checked="" type="checkbox"/>

Click the NO SHOW box to assign an “X” grade.

Final Grades									
Registration Number	ID	Student Name	Credits	Registration Status	Grade	Rolled	Last Attend Date MM/DD/YYYY	Attend Hours 0-999.99	No Show
1	22663899	Aloha, Shannon G.	3.000	RW		N			<input type="checkbox"/>

Click the same NO SHOW box to remove an “X” grade.

# Identifying Non-participating Students

Be sure to review the entire roster and save your entries.

**Final Grades**

Registration Number	ID	Student Name	Credits	Registration Status	Grade	Rolled	Last Attend Date MM/DD/YYYY	Attend Hours 0-999.99	No Show	
26	22557861	Tucker, Jenny O.	3.000	RW	X ▾	N	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	
27	24917364	Ui, Jessie-Ann C.	3.000	RW	▾	N	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	

**Record Sets:** [1 - 25](#) [26 - 27](#)

For larger classes, remember to review all pages of the roster by clicking on the RECORD SETS links below the roster.


To ensure your entries saved, click the SUBMIT button.



# Certifying the Class

To certify that you have reviewed the entire roster for non-participation, check the SUBMIT CERTIFICATION box at the very top of the roster. Certification only needs to be done once for each class.

Final Grade Worksheet



- For final grade due date, please check with the registrar's office where the class is offered. Most campuses list their deadline
- You must submit grades for the current page before entering grades on remaining pages.
- In addition to the assigned grade, enter Last Attend Date (MM/DD/YYYY) for all students who did not pass the class.
  - If the student did not pass and never attended, enter the day before the class began.
  - If the student did not pass but attended all or part of the term, enter the last known attendance, assignment or test/exam date.
- After grades are rolled, submit any changes via the campus Change of Grade form.

Course Information

Business Law - BUSA 324 2

CRN: 69034

Students Registered: 27

"I certify that I have reviewed this roster for non-participation as defined by system policy. Non-participating students have been identified by checking the NO SHOW box and are subject to disenrollment from the class. This one-time certification applies to any of my changes made thereafter to the roster."

To save "no show" grade entries/changes, you must click on the SUBMIT button below the roster.

Submit Certification

Once certified, the submission date will display.

Submit Certification

Certification submitted on 06-OCT-2020

# After the Verification/Certification Period

After the certification deadline, “X” grades will still be visible on the grade roster. But because the NO SHOW boxes no longer display, they cannot be assigned or removed by faculty. This ensures grades are not changing while staff is disenrolling. The student and the “X” grade will be removed once they have been administratively dropped from the class.

**Course Information**  
**Business Law - BUSA 324 2**  
**CRN:** 69034  
**Students Registered:** 27

Please submit the grades often. There is a 60 minute time limit starting at 11:38 am on Oct 06, 2020 for this page.

Record Sets: 1 - 25 26 - 27

**Final Grades**

Registration Number	ID	Student Name	Credits	Registration Status	Grade	Rolled	Last Attend Date MM/DD/YYYY	Attend Hours 0-999.99	
1	22663899	Aloha, Shannon G.	3.000	RW	<input type="text" value="v"/>	N	<input type="text"/>	<input type="text"/>	
2	25602421	Bailey, Ginger C.	3.000	RW	X <input type="text" value="v"/>	N	<input type="text"/>	<input type="text"/>	
3	26981917	Chun, Jackie E.	3.000	RW	X <input type="text" value="v"/>	N	<input type="text"/>	<input type="text"/>	
4	23131515	Fernandez-Garner, Jolie H.	3.000	RW	<input type="text" value="v"/>	N	<input type="text"/>	<input type="text"/>	