Subject: This Week at UH West O'ahu for week of Nov. 13 - Update

From: UHWO Communications Department < UHWOcomm@hawaii.edu>

To: uhwo-all-l@lists.hawaii.edu

Date Sent: Monday, November 13, 2017 3:29:30 PM GMT-10:00 **Date Received**: Monday, November 13, 2017 3:29:41 PM GMT-10:00

Attachments: Guide to access the new System HR website.pdf



Chit Chat with the Chancellor this Friday, Nov. 17

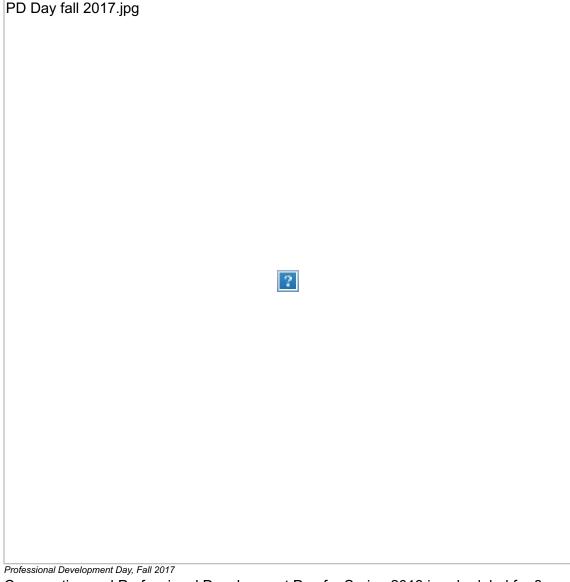
Meet with Chancellor Benham and your fellow faculty and staff at this Friday's Chit Chat - the last one of the fall 2017 semester. This session is an opportunity for faculty and staff to meet partners from Christchurch, Aotearoa, University of Canterbury - Aotahi School of Maori and Indigenous Studies. The Chit Chat is 11 a.m. - noon in D253.

International Week Festivities this week

Join UH West O'ahu faculty, staff, and students in International Week festivities throughout the week.

On Wednesday, Nov. 15, from 5 to 6 p.m., <u>Hawai'i Tokai International College is hosting a free event featuring a Japanese artist</u> who will paint calligraphy using extra-large brushes, including one that measures 10-feet long and weighs 40 pounds, while accompanied by a taiko drum performance. <u>Check out the E Kamakani Hou article</u> for a complete listing of events on campus.

Convocation, Professional Development Day Scheduled for Wednesday, Jan. 3



Convocation and Professional Development Day for Spring 2018 is scheduled for 8 a.m., Wednesday, Jan. 3, 2018 in C208. It will start with a light breakfast. A detailed agenda will be sent out later.

TEST TEST TEST: Test of emergency alert system scheduled for Wednesday, Nov. 22

The University will conduct a test of its emergency communications procedures on Wednesday, Nov. 22. A UH Alert email message will go out to all students, faculty, and staff, and UH Alert text messages will be sent to those who have signed up to receive emergency text messages at http://www.hawaii.edu/alert. All members of the UH West O'ahu community are urged to sign up to receive these opt-in text messages.

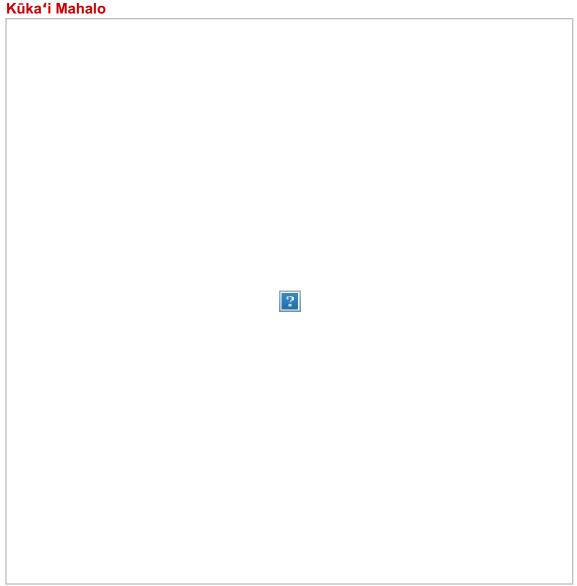
The UHWO homepage at http://www.uhwo.hawaii.edu and UHWO social media pages will be also updated to reflect the UH Alert test. Here are a few pre-planning tips to prepare you for an emergency situation:

- Know all exit locations in a building. Most people recall the way they entered the building, but if this
 entry/exit is blocked or overcrowded, it is important to know an alternate exit location. If you find yourself in
 a building you're unfamiliar with, follow the overhead exit signs.
- Have a pre-designated meeting place for everyone in your office or classroom.
- Know who is not present for the day so that they can be accounted for at the designated meeting place.
- If an evacuation is necessary, the building can be evacuated either by the fire alarm being sounded or by instruction to leave by Campus Security, Campus Administration through UH Alert, or emergency response personnel.

Alarm-pull stations, extinguishers, AEDs, and exit locations are identified on the floor plans posted in each building near the elevator.

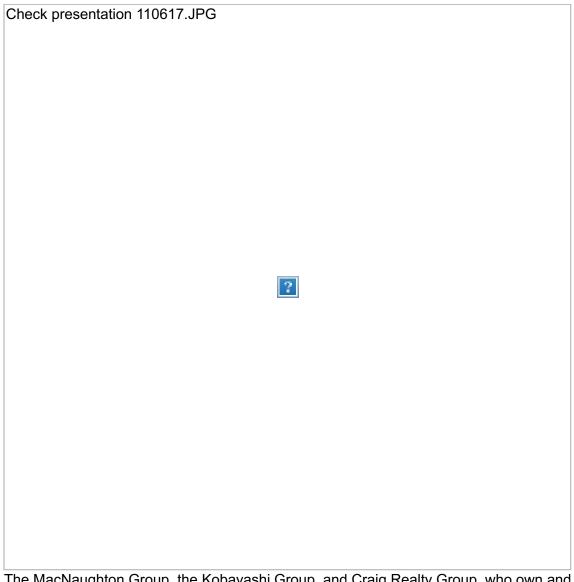
Bookstore, Da Spot, UHFCU closures for Thanksgiving Week

The UH West O'ahu bookstore, the UH Federal Credit Union, and Da Spot at Campus Center will be closed Thanksgiving Day and the day after. They will reopen the following Monday. Da Spot also will have abbreviated hours on Wednesday, Nov. 22. It will close at 2 p.m.



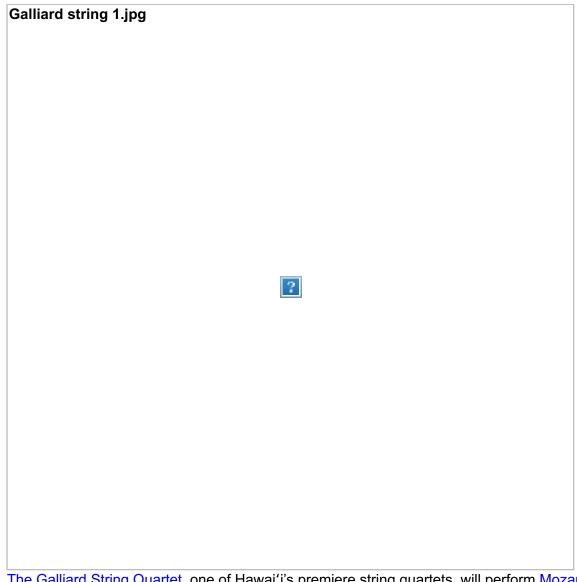
UH West O'ahu students, faculty, and staff are invited to Kūka'i Mahalo to give thanks to our community partners on Wednesday, Nov. 22, from 10 to 11 a.m. in the Multipurpose Room (C208). Pumpkin pie, water, tea, and coffee will be served following the ceremony.

Regal Kapolei Commons 12 donates to UH West O'ahu



The MacNaughton Group, the Kobayashi Group, and Craig Realty Group, who own and operate the Regal Kapolei Commons 12 theater, presented a check to UH West Oʻahu's Academy for Creative Media from heater.com/half-of-the-concession-sales-from-Sept. 15 - when a trailer produced by UHWO ACM students debuted. UH West Oʻahu received \$5,204 from the proceeds.

Galliard String Quartet performs Tuesday, Nov. 14 at James & Abigail Campbell Library



<u>The Galliard String Quartet</u>, one of Hawai'i's premiere string quartets, will perform <u>Mozart's The Dissonance</u> <u>quartet and Tchaikovsky's The Accordion Quartet No. 1</u> at 7 p.m. Tuesday, Nov. 14 at the library. Students with current ID are free; other adults are \$30.

Having problems with the Laulima HR site? Use the new System OHR website

UH West O'ahu's Human Resources department notes that links to forms on the UHWO Laulima site are broken and is asking that people use HR links and forms on the new System Office of Human Resources
website. The UH System Office of Human Resources is encouraging people to use the new site which is based on your UH login. Below is a short PDF Guide to Accessing the new System HR website on how to log onto and use the new site, please go to the new website and familiarize yourself with the link and other features.

Applications available for President's Green Awards

Green award 1.jpg
?
The 2018 UH President's Green Awards program is open for applications /nominations.

The 2018 UH President's Green Awards program is open for applications /nominations. Up to \$10k in cash awards is up for grabs to support student-driven sustainability work. Please encourage students, staff and faculty to submit their best ideas for student-driven sustainability projects on campus or in our communities that can be implemented in calendar year 2018.

These awards are intended to create additional financial resources to support students' academically anchored sustainability work, and increase the number of civically engaged students on UH campuses involved in meaningful sustainability-related projects with real-time positive impact. Also, please nominate an exemplary student, staff or faculty member to receive a cash award of up to \$1,000 in recognition of their work to advance sustainability in our communities and on campus: hawaii.edu/sustainability/2018-greenawards/
Applications close December 30, 2017 and winners will be announced at the 6th Annual Hawaiii Sustainability in Higher Education Summit Feb 8-9, 2018 on Hawai'i Island.

Native Hawaiian Scholarship 'Aha (fair) scheduled for Tuesday, Nov. 21

A Native Hawaiian Scholarship 'Aha (fair) is set for 6 p.m., Nov. 21 in the Campus Center Multipurpose room (C208). The presentation helps connect Native Hawaiian students with financial aid to help them pay for college and technical programs and is for high school students, parents, teachers, adult students, enrolled college students, counselors, and anyone interested in finding out more about sources of financial aid available for Native Hawaiians including eligibility criteria and qualification requirements.

Scholarship providers from Kamehameha Schools, Pauahi Foundation, Hawai'i Community Foundation, Native

Hawaiian Health Scholarship, and Alu Like will attend the event sponsored by the University of Hawai'i, Office of Hawaiian Affairs, Kamehameha Schools, Pacific Financial Aid Association, UH Maui College Educational Opportunity Center, and the Native Hawaiian Education Association.

Give Blood - Bloodmobile will be here Thursday, Nov. 16

The Blood Bank of Hawai'i's Bloodmobile will visit the UH West O'ahu Campus on Thursday, Nov. 16 between 9 a.m. and 2 p.m. Want an appointment? Call 689-2679.

UH West O'ahu in the news

- <u>The Garden Island, Nov. 6</u>: Tracy Fu, a UHWO business administration graduate, provided informational talks at Learn to be Cyber Safe seminars. She is an account manager for SANS institute.
- Star-Advertiser, Nov. 5: (paywall*) UHWO mentioned in an editorial about Koa Ridge and housing.
- <u>Star-Advertiser</u>, <u>Nov. 9</u>: (paywall*) UH West O'ahu mentioned as part of article on \$1.7 million of U.S.
 Department of Agriculture grants given to the University of Hawai'i. More specific news about the UHWO portion of the grant is here.
- <u>Urgent Care Hawai'i:</u> Paula Mae Subia, a UHWO graduate with a Bachelor of Arts in Public Administration with a concentration in Health Care Administration, is the employee of the month.
- Star-Advertiser, Nov. 8: (paywall*) Casting call for Hawaiian-speaking roles in 'Moana'
- <u>Pacific Business News, Nov. 9:</u> Myles Murakami, the president of Atlas Insurance Agency who helped develop UHWO's Risk Management and Insurance Certificate Program, is a candidate for American Savings Bank Business Leader of the Year.

*UH West O'ahu students, faculty, and staff have complimentary access to the Honolulu Star-Advertiser's digital subscription via a new program exclusive to the campus.

To activate, enter your <u>hawaii.edu</u> email at <u>staradvertiser.com/academic-pass</u>.

Distance Learning tip of the week

Camtasia is a video-editing program that can help you create and edit screen recordings. This can be helpful if you are recording lecture presentations or creating tutorials for your students. The software can capture your screen and your voice so you can guide your students through the information. Camtasia will also allow you to edit your videos before rendering a final version and post for your classes. You can request to have this program installed on your UHWO computer by submitting an IT Request here: https://ithelp.uhwo.hawaii.edu/portal

There are tutorials built into the program to help get you started, but if you have specific questions you can contact Rian at uhwode@hawaii.edu. We will be offering workshops for the program in the future, you can find details about upcoming workshops at our site: uhwo.hawaii.edu/distancelearning.

New in E Kamakani Hou









Dr. Esther Widiasih presents paper at Math for Industry 2017: UH West O'ahu's Esther Widiasih served as as an organizer and presented a paper at an international forum last week where mathematicians looked at the role math-for-industry can play in harnessing and enhancing clean energy opportunities and strategies. [Read More]

Nathan Aweau to take part in Ho'okani Kulanui this Thursday: Award-winning musician Nathan Aweau will appear at UH West O'ahu as part of Ho'okani Kulanui music series on Thursday, Nov. 9 from 2 to 4 p.m. in

International Education Week activities to include Hawai'i Tokai: UH West O'ahu's International Education Week will feature activities in both the UHWO courtyard and the Hawai'i Tokai International College (HTIC) when it gets underway next week, Nov. 13-16. [Read More]

UH West O'ahu to host math educators for Summit on Thursday: UH West O'ahu will welcome K-12 and higher education administrators, math faculty, and teacher preparation faculty on Thursday, Nov. 9, as it hosts the math summit Best Practices for Math Transitions. [Read More]

Emerging leadership award to be given: A new student award recognizing demonstrated leadership potential in serving the needs of other students will be conferred by the Office of Student Life later this month during the Pueo Awards Ceremony and Reception. [Read More]

UH West O'ahu Calendar

- Nov. 13-16: International Education Week, Courtyard and elsewhere.
- **Nov. 13:** Registration for Spring 2018 new classified (degree-seeking) neighbor island transfer students begins 8 a.m.
- Nov. 13: Piko, Center your thoughts with Oli, Mele, and Ho'okupu at Hale Kuahuokalā. 9 a.m.
- **Nov. 13:** Nohona Hawai'i, The Hawaiian Way, class by kumu Lynette Paglinawan. 9:30 11 a.m., Hale Kuahuokalā. Mo'olelo presentations, turn papers in.
- Nov. 13: Zumba Fitness Class, The Loft (2nd floor Campus Center) 4:45-5:45 p.m.
- Nov. 14: Māla (UH West O'ahu student organic garden) weekly harvest day. 9-11 a.m.
- **Nov. 14**: <u>'Āina-to-'Ōpū Workshop.</u> 1:30-2:30 p.m., Hale Kuahuokalā. Kimchi: Use garden veggies to make this Korean staple and learn about the benefits of fermentation and probiotics. RSVP <u>tasiay@hawai'i.edu</u>.
- **Nov. 14**: <u>Falling Into Winter</u>. This PUEO Leadership program is a semi-formal social event designed to help first-year students de-stress prior to finals. Games, food, prizes, activities. Photobooth, music. 4-7 p.m., C208.
- RSVP: http://bit.ly/2h0oSKE
- **Nov. 14:** International Education Week, 11 a.m.-2 p.m., Traditional clothing from around the world.
- Nov. 14: Chamber Music Hawai'i Galliard String Quintet, 7-8:30 p.m., Library.
- Nov. 14: Transfer Student pre-registration workshop. 5:30-8 p.m., C225.
- **Nov. 14:** <u>Study Abroad Workshop</u>, 2:30-3 p.m., <u>'Ulu'ulu: The Henry Ku'ualoha Giugni Moving Image Archive of</u> Hawai'i
- **Nov. 14:** <u>International Student Club</u> Club information. 3-3:30 p.m. <u>'Ulu'ulu: The Henry Ku'ualoha Giugni</u> Moving Image Archive of Hawai'i
- Nov. 15: International Education Week, Traditional Hawaiian games. 11 a.m.-2 \ p.m., Courtyard.
- **Nov. 15:** <u>International Education Week</u> booth and Japanese cultural activity, Hawai'i Tokai Auditorium. 12:30-4:30 p.m.
- Nov. 15: International Education Week, Traditional Hawaiian instruments and games 1:30-3:30 p.m.., Courtyard.
- Nov. 15: International Education Weektea ceremony and Judo performance, Hawai'i Tokai campus. 1-2:30 p.m.
- **Nov. 15:** <u>International Education Week</u> International education and world peace dialog, Hawai'i Tokai campus. 2-4 p.m.
- **Nov. 15:** <u>Brown Bag Lecture Series</u>. "Big Data Analytics: Applying Topic Extraction Techniques in Social Science Research," Assistant Professor of Sociology Konstantinos Zougris, 2-2:45 p.m., D254.
- **Nov. 15:** <u>Herbal Medicine/DIY Workshop</u>, 1:30 -2:30 p.m., Hale Kuahuokalā. Calming (anti-anxiety) Tinctures. Learn about some calming herbs and how to make a tincture to keep your anxiety at bay. RSVP <u>tasiay@hawai'i.edu</u>.
- Nov. 15: Kipa Aloha campus jam session. 2:30-3:30 p.m., Courtyard.
- Nov. 15: All Level Yoga at Hale Kuahuokalā, 11:15 a.m.-12:15 p.m. with Emily Yamamoto. Email

tasiay@hawaii.edu with inquiries.

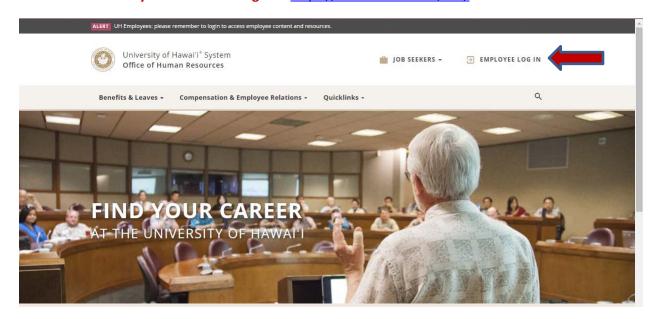
- Nov. 16: International Education Week Japanese cultural artifacts,11 a.m -2 p.m. courtyard.
- **Nov. 16:** <u>International Education Week</u> K-Pop, J-Pop and the Pop Pacific with Dr. Jayson Chun, 12:30-1:30 p.m., B217
- Nov. 16: International Education Week K-Pop Dance Class, 1:30-2:30 p.m., Breezeway
- Nov. 16: Study Abroad Workshop, 2:30-3 p.m., B217
- Nov. 16: International Student Club Club information. 3-3:30 p.m. B217
- **Nov. 16:** Blood Drive, 9 a.m.-2 p.m., <u>Blood Bank of Hawai'i bloodmobile</u>. For appointment: P. Freeman 689-2679
- **Nov. 16:** <u>All Level Yoga</u> at Hale Kuahuokalā, 12:30-1:30 p.m. with Tasia Yamamoto. Email <u>tasiay@hawaii.edu</u> with inquiries.
- Nov. 16: HR on Campus Day. 1-4 p.m., E127. Email uhwohr@hawaii.edu for appointment.
- **Nov. 16:** <u>Mana Moana, Pasifika Lecture Series:</u> "Colliding Cosmologies: Climate Change, Sacred Lands, and Militarism in Oceania," by Vilsoni Hereniko.
- Nov. 16: Free Play Thursdays, Intramural Sports, 3-6 p.m., Great Lawn.
- **Nov. 16:** West Sesh + Color Therapy. Open mic, karaoke, color therapy, refreshments. 6-9 p.m., Campus Center Loft.
- **Nov. 17:** Chit Chat with the Chancellor, 11 a.m.-noon, D253. Faculty and staff invited to speak with Chancellor Maenette Benham.
- **Nov. 20:** Registration for Spring 2018 registration for new classified (degree-seeking) transfer students begins 8 a m
- **Nov. 20:** HR on Campus Day. 8:30 a.m.-noon, E127. Email uhwohr@hawaii.edu for appointment.
- Nov. 20: Piko, Center your thoughts with Oli, Mele, and Ho'okupu at Hale Kuahuokalā. 9 a.m.
- **Nov. 20:** Nohona Hawai'i, The Hawaiian Way, class by kumu Lynette Paglinawan. 9:30 11 a.m., Hale Kuahuokalā. Mo'olelo Presentations and turn papers in.
- Nov. 20: Zumba Fitness Class, The Loft (2nd floor Campus Center) 4:45-5:45 p.m.
- **Nov. 20:** Turkey Hoops Challenge, 3-on-3 basketball tournament 5:30-9 p.m. 'Ewa Mahiko Gym. Contact imwest@hawai'i.edu to participate.

For the latest UHWO event information, view and submit listings to the <u>UHWO calendar</u>. Want to include your story in the This Week at UHWO News Bulletin or E Kamakani Hou? Submit a <u>Communications Request Form</u> to the UH West O'ahu Communications Department.

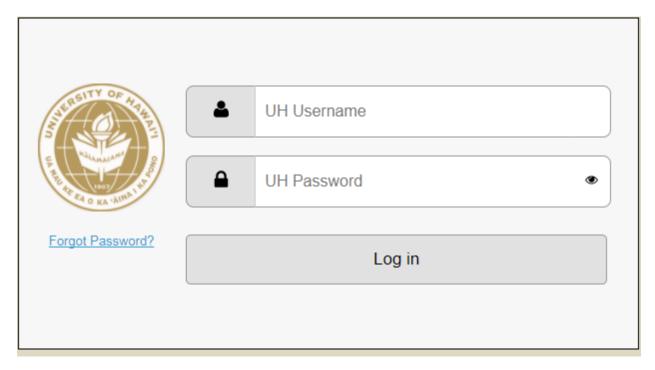


University of Hawai'i - West O'ahu 91-1001 Farrington Highway, Kapolei, Hawai'i 96707 ph: 689-2800 I www.uhwo.hawaii.edu

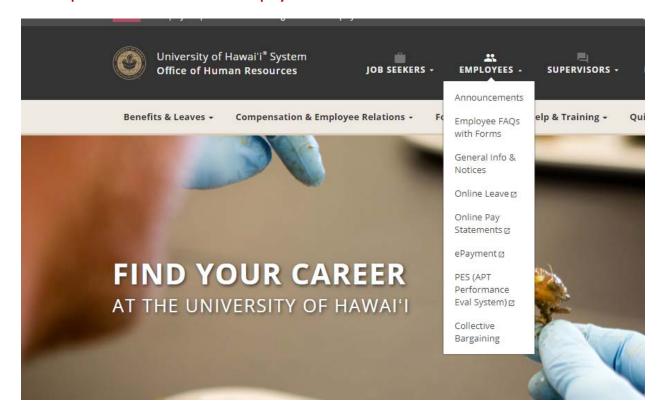
To access the new System HR website go to: https://www.hawaii.edu/ohr/



Log in with you UH Username and Password



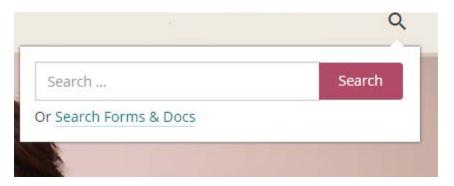
Use the pull down menus above for Employees



Or Supervisors



You can do a general search



You can also view all the System OHR Announcements

All Announcements



🖹 State of Hawai'i Employees' Benefits Fairs on Hawai'i Island

The Island Savings Plan is hosting an Employees' Benefits Fairs on Hawai'i Island HILO Date: Wednesday, October 25, 2017 ... Continued

posted October 10, 2017, 04:27 PM

Bargaining Unit 1 UPW Employee's Instructions for Deferral of Lump Sum Payment

This information is for Bargaining Unit 1 United Public Workers (UPW) employees who will be receiving a one-time lump-sum payment ... Continued

posted October 09, 2017, 03:33 PM

Family Leave Forms

Three (3) forms were created to consolidate both Hawai'i Family Leave Law (HFLL) and Family and Medical Leave Act (FMLA) ... Continued

posted September 19, 2017, 04:07 PM

BROWSE BY CATEGORY All Basic (11) Emergency (1) Event (1) Information Session (1) Training (0)

☐ Spotlight (0)

 Urgent (0)