

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Jodie Kaderli"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on AUGUST 9, 2012
Date: Wednesday, August 08, 2012 12:27:55 PM

Aloha, Crystalyn, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, August 9, 2012**

Time: **12:00-3:00pm**

Place: **Manono 104**

Note: Please feel free to bring your lunch.

Below is the **meeting agenda** for the (August 9) Cluster Meeting:

1. Update on **Health Program's One-Stop Advising Center** in Kauila Building
2. Updates on **Community Health Fair** on October 16, 2012
3. Debriefing on **Fall 2012 NSO-Part II Sessions** and **Cluster's Intentional Advising Program Initiative**
4. Meet with Kristie Malterre (at 1:00pm) to Discuss **"Holomua I Ke Ola" Program** Relative to **MyPlan for the Nursing Program**.
5. Prepare for **Graphical Mapping Session** for Health Science/Nursing Counseling Unit
6. Prepare for **Health Program Unit Luncheon/Meeting** (Hosted by Patricia O'Hagan) on August 15th at 11:00am-1:00pm
7. Updates on **'Imiloa/MyPlan** (for Nursing and Health Sciences)
8. Briefing on **CAAC Survey** (per Wes)
9. Updates from **CAAC Professional Development Committee** (per Wes)
10. Updates from **CAAC Mental Health & Wellness Committee** (per Crystalyn/Russ)
11. Updates from KCC **Consultation and Referral Group** (CRG); **Cluster Representative** for CRG (per Wes)
12. Updates from **Health Science Department**
13. Updates from **Nursing Department**

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail to offer her a standing opportunity to attend our meeting.

[PS- I need to apologize, in advance, for not being able to stay for the entire meeting, since I will be assisting with the NSO-Part III Session, which was originally scheduled to start at 3:00pm; however, a new (2:00pm) start time was later announced.]

Mahalo,

Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Jodie Kaderli"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on September 20, 2012
Date: Wednesday, September 19, 2012 7:31:59 AM

Aloha, Crystalyn, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, September 20, 2012**

Time: **1:00-4:00pm**

Place: **Manono 104**

Given that the **Chancellor's Presentations (on STAR Enhancements/Updates as well as the CT3 Grant)** is scheduled on the same day at **1:30pm to 2:30pm in Naio 203**, I would like to suggest that we first attend the Chancellor's presentation, after which, we can walk next door to Manono 104 for our cluster meeting.

Below is the **meeting agenda** for the (September 20) Cluster Meeting:

1. Update on **KCC Student Achievement, Engagement and Learning Grant**
2. Update on **Health Program's One-Stop Advising Center** in Kauila Building
3. Updates on **Community Health Fair** on October 16, 2012 (Re: Preparing for Counselor Table)
4. Update on **Cluster's Intentional Advising Program Initiative**
5. Debriefing on **(September 14) CAAC Meeting** (per Jodie)
6. Debriefing on **CAAC Survey** (per Wes)
7. Updates from **CAAC Professional Development Committee** (per Wes)
8. Updates from **CAAC Mental Health & Wellness Committee** (per Russ)
9. Updates from **Health Science Department**
10. Updates from **Nursing Department**

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail to offer her a standing opportunity to attend our meeting.

Crystalyn will not be able to attend the Chancellor's Presentation and our Cluster Meeting due to a previously scheduled off-campus appointment.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Jodie Kaderli"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on October 18, 2012
Date: Tuesday, October 16, 2012 5:44:58 PM

Aloha, Crystalyn, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, October 18, 2012**

Time: **1:00-4:00pm**

Place: **Kōpiko 209**

Below is the **meeting agenda** for the (October 18) Cluster Meeting:

1. **VA Training/Update** by Flo Abara (at 1:00 p.m.)
2. **Transfer Year Experience (TYE) Program Update** by Cory Ando (at 2:30 p.m.)
3. Debriefing on **Health-E Fair** on October 16, 2012
4. Update on **KCC Student Achievement, Engagement and Learning Grant**
5. Update on **STAR Giving Tree** (per Jodie)
6. Update on **Health Program's One-Stop Advising Center** in Kauila Building
7. Update on **Cluster's Intentional Advising Program Initiative**
8. In Preparation for **Health Pathway Graphical Depiction** Meeting on October 19, 2012
9. Debriefing on **(October 12) CAAC Meeting** (per Jodie)
10. Updates from **CAAC Professional Development Committee** (per Wes)
11. Updates from **CAAC Mental Health & Wellness Committee** (per Russ)
12. Updates from **Consultation & Referral Group (CRG)** (per Wes)
13. Updates from **Health Science Department**
14. Updates from **Nursing Department**

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail to offer her a standing opportunity to attend our meeting.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Jodie Kaderli"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on November 15, 2012
Date: Tuesday, November 13, 2012 9:59:47 AM

Aloha, Crystalyn, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, November 15, 2012**

Time: **1:00-4:00pm**

Place: **Manono 104**

Below is the **meeting agenda** for the (October 18) Cluster Meeting:

1. **MyPlan/Imiloa Update and Integration with Health Academic Programs** with Kelli Goya and Jonathan Wong (at 1:00 p.m.)
2. **C3T Grant (ICan) Initiative Update** with Trude Pang and ICan Counselors (at 2:30 p.m.)
3. Preparing for **Spring 2013 KCC New Student Orientation Sessions** for pre-health students
4. **Health Career Fair at Queen's Medical Center** on February 1, 2013 at 9:00-11:00am
5. Update on **KCC Student Achievement, Engagement and Learning Grant**
6. Update on **STAR Giving Tree**
7. Update on **Health Program's One-Stop Advising Center** in Kauila Building
8. Update on **Cluster's Intentional Advising Program Initiative**
9. Debriefing on **(October 12) CAAC Meeting** (per Jodie)
10. Updates from **CAAC Professional Development Committee** (per Wes)
11. Updates from **CAAC Counselor Connection (fka Mental Health and Wellness) Committee** (per Russ)
12. Updates from **Consultation & Referral Group (CRG)** (per Wes)
13. Updates from **Health Science Department**
14. Updates from **Nursing Department**

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail to offer her a standing opportunity to attend our meeting.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Jodie Kaderli"](#); ["Russell Kinningham"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on January 17, 2013
Date: Tuesday, January 15, 2013 8:39:27 AM

Aloha, Crystalyn, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, January 17, 2013**
Time: **1:30pm to 4:00pm**
Place: **Kōpiko 227 (Crystalyn's Office)**

Below is the **meeting agenda** for the (January 17) Cluster Meeting:

1. Proposal for **Selective Admissions Program Decision Appeal Process**
2. **Health Program Cluster Representation at College/Career Fairs at the High Schools in Spring 2013** (per Wes)
3. Debriefing on **Pathway Advisory Group meeting** on November 29, 2012 (per Russ)
4. Update on **Health Program's One-Stop Advising Center** in Kauila Building (per Jodie)
5. Update on **Cluster's Intentional Advising Program Initiative** (per Jodie)
6. Debriefing on **(December 12, 2012) CAAC Meeting**
7. Updates from **CAAC Professional Development Committee** (per Wes)
8. Updates from **CAAC Counselor Connection Committee** (per Russ)
9. Updates from **Consultation & Referral Group (CRG)** (per Wes)
10. Updates from **Health Science Department** (per Jodie/Russ)
11. Updates from **Nursing Department: Web-Based Health Documents** (per Wes)

Time permitting, other topics of interest (not referenced above) can be discussed.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Jodie Kaderli"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on February 21, 2013
Date: Wednesday, February 20, 2013 9:44:52 AM

Aloha, Crystalyn, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, February 21, 2013**

Time: **1:30pm to 4:00pm**

Place: **'Iliahi 123A-B**

Below is the **meeting agenda** for the (February 21) Cluster Meeting:

1. Debriefing on **Selective Admissions Program Decision Appeal Process** (per Jodie)
2. Debriefing and Follow Up on **"Building a Coordinated Student Services Assessment Effort" conference** in Portland (per Wes)
3. Debriefing on **Student Contact Data for Health Science Department** (per Jodie and Russ)
4. Update on **C3T Grant Initiative** (per Patricia)
5. Update on **Health Program Advising Center** in Kauila Building (per Jodie)
6. Update on **Cluster's Intentional Advising Program Initiative** (per Jodie)
7. Debriefing on **(February 1, 2013) CAAC Meeting** (per Crystalyn and Russ)
8. Updates from **CAAC Professional Development Committee—Proposed Survey Based on Counseling Standards of Practice** (per Wes)
9. Updates from **CAAC Counselor Connection Committee** (per Russ)
10. Updates from **Consultation & Referral Group (CRG)** (per Wes)
11. Updates from **Health Science Department** (per Jodie/Russ)
12. Updates from **Nursing Department: Web-Based Health Documents** (per Wes)

Time permitting, other topics of interest (not referenced above) can be discussed.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Jodie Kaderli"](#); ["Russ Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on March 21, 2013
Date: Wednesday, March 20, 2013 4:39:33 PM
Importance: High

Aloha, Crystalyn, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, March 21, 2013**

Time: **1:30pm to 4:00pm**

Place: **Manono 104**

Below is the **meeting agenda** for the (March 21) Cluster Meeting:

1. Review of draft for **"Next Step Assessment Worksheet"** for Health Sciences and Nursing Counselors
2. Debriefing on **Comprehensive Program Review (CPR)** for Health Sciences and Nursing Departments
3. Debriefing on **Selective Admissions Program Decision Appeal Process** (per Jodie)
4. Debriefing and Follow Up on **"Building a Coordinated Student Affairs Assessment Effort" conference** in Portland (per Wes)
5. Debriefing on **Student Contact Data for Health Science Department** (per Jodie and Russ)
6. Update on **C3T Grant Initiative** (per Patricia)
7. Update on **Health Program Advising Center** in Kauila Building (per Jodie)
8. Update on **Cluster's Intentional Advising Program Initiative** (per Jodie)
9. Debriefing on **(March 15, 2013) CAAC Meeting**
10. Updates from **CAAC Professional Development Committee** (per Wes)
11. Updates from **CAAC Counselor Connection Committee** (per Russ)
12. Updates from **Consultation & Referral Group (CRG)** (per Wes)
13. Update from **CAAC Nomination Committee** (per Wes)
14. Updates from **Health Science Department** (per Jodie/Russ)
15. Updates from **Nursing Department: Web-Based Health Documents** (per Wes)

Time permitting, other topics of interest (not referenced above) can be discussed.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Jodie Kaderli"](#); ["Russ Kinningham"](#)
Cc: ["Crystalyn Hottenstein"](#); ["Patricia O'Hagan"](#)
Subject: Rescheduling Health Science/Nursing Counselor Cluster Meeting (from April 11 to April 12)
Date: Tuesday, April 09, 2013 11:15:51 AM

Aloha, Jodie and Russ!

I am following up on our impromptu conversation at your office this morning (April 9), wherein we decided to **cancel our Health Science/Nursing Counselor Cluster meeting on Thursday, April 11th** at 1:30pm to 4:00pm, since Russ Kinningham and I will be at the LCC Career, College & Job Fair that same day (at 9:00am to 2:00pm), while Jodie and Russ are also committed to assist with an OTA NSO Session scheduled that same day (in the afternoon).

Given the above, thank you for agreeing to **reschedule our Cluster Meeting** as follows:

Date: **Friday, April 12, 2013**

Time: **12:00pm to 2:00pm**

Place: Crystalyn and I will visit your office in Kauila 106 at around 11:45am; after which, we can pick up some lunch at Subway and then find a place to sit outside to conduct our meeting over lunch.

Below is the **meeting agenda** for the (April 12) Cluster Meeting:

1. Debriefing on **"Next Step Assessment Worksheets"** completed by Health Sciences and Nursing Counselors
2. Debriefing on **Comprehensive Program Review (CPR)** for Health Sciences and Nursing Departments
3. Update on **Selective Admissions Program Decision Appeal Process** (per Wes)
4. Update on **Fall 2013 KCC New Student Orientation Sessions on April 18 to August 8** (per Wes)
5. Update on **UH Common Scholarship Application (and ScholarX Program)** (per Crystalyn)
6. Debriefing on **(April 12, 2013) CAAC Meeting**
7. Update on **CAAC Adhoc Committee on UHCC Academic Status Policy Proposal** (per Russ)
8. Updates from **CAAC Professional Development Committee** (per Wes)
9. Updates from **CAAC Counselor Connection Committee** (per Russ)
10. Updates from **Consultation & Referral Group (CRG)** (per Wes)
11. Update from **CAAC Nomination Committee** (per Wes)
12. Updates from **Health Science Department** (per Jodie/Russ)
13. Updates from **Nursing Department** (per Crystalyn/Wes)

Time permitting, other topics of interest (not referenced above) can be discussed

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Jodie Kaderli"](#); ["Russell Kinningham"](#)
Cc: ["Crystalyn Hottenstein"](#); ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on May 9, 2013
Date: Wednesday, May 08, 2013 1:18:57 PM
Attachments: [Fwd Foundations MathEnglish Reports- Faculty Senate Feedback Needed! \(483 KB\).msg](#)
Importance: High

Aloha, Jodie and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, May 9, 2013**

Time: **1:30pm to 4:00pm**

Place: **Manono 104**

Below is the **meeting agenda** for the (May 9th) Cluster Meeting:

1. Continue discussion on **proposal for Health Careers Counseling Center** (per Jodie)
2. Update on Student Affairs Leadership Team **(SALT) for Assessment** (aka "Portland Trailblazers") (per Wes)
3. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
4. Update on **FYE Spring 2014 Registration Planning Committee** (per Jodie)
5. Update on **Fall 2013 Counselor Academy** (per Wes)
6. Update on **C3T Grant – iCan (Health Career Focus) Initiative**
7. Updates on **Fall 2013 NSO-Part II Sessions**
8. Debrief on **Foundations Adhoc Committee Report** (see attached e-mail for details)
9. Updates from **(May 9, 2013) CAAC Meeting**
10. Updates from **CAAC Professional Development Committee** (per Wes)
11. Updates from **CAAC Counselor Connection Committee** (per Russ)
12. Updates from **Consultation & Referral Group** (per Wes)
13. Updates from **Health Science Department** (per Jodie/Russ)
14. Updates from **Nursing Department** (per Wes)
15. Scheduling **Cluster Meetings in Summer 2013**

Time permitting, other topics of interest (not referenced above) can be discussed.

(FYI: Crystalyn will not be attending our cluster meeting, since she will be on a well-deserved break.)

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Jodie Kaderli"; "Russell Kinningham"](#)
Cc: ["Crystalyn Hottenstein"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on May 17, 2013
Date: Friday, May 17, 2013 9:07:12 AM
Attachments: [Fwd Foundations MathEnglish Reports- Faculty Senate Feedback Needed! \(483 KB\).msg](#)
Importance: High

Aloha, Jodie and Russ!

(Sorry that this e-mail is being sent so late.)

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Thursday, May 9, 2013**
Time: **10:00am to 11:30am**
Place: **Kōpiko 231 (Wes's Office)**

Below is the **meeting agenda** for the (May 17th) Cluster Meeting:

1. **Association for Authentic, Experiential and Evidence-Based Learning (AAEEBL) Conference** on July 29-August 1.
2. **Exploring Careers and Majors Fair** sponsored by KCC Maida Kamber Center on October 24, 2013.
3. Update on Student Affairs Leadership Team **(SALT) for Assessment** (aka "Portland Trailblazers") (per Wes)
4. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
5. Update on **FYE Spring 2014 Registration Planning Committee** (per Jodie)
6. Update on **Fall 2013 Counselor Academy** (per Wes)
7. Update on **C3T Grant – iCan (Health Career Focus) Initiative**
8. Updates on **Fall 2013 NSO-Part II Sessions**
9. Debrief on **Foundations Adhoc Committee Report** (see attached e-mail for details)
10. Updates from **(May 9, 2013) CAAC Meeting**
11. Updates from **Consultation & Referral Group** (per Wes)
12. Scheduling **Cluster Meetings in Summer 2013**

Time permitting, other topics of interest (not referenced above) can be discussed.

(FYI: Crystalyn will not be attending our cluster meeting, since she is currently on a well-deserved break.)

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Russ Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on September 6, 2013
Date: Friday, August 30, 2013 9:58:08 AM

Aloha, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, September 6, 2013**

Time: **12:00pm to 3:00pm**

Place: **'Ilima 202-B**

Below is the **meeting agenda** for the (September 6) Cluster Meeting:

1. Update on **MyPlan Chart for Health Sciences/EMS/Nursing Programs** (per Russ)
2. **Exploring Careers and Majors Fair** sponsored by KCC Maida Kamber Center on October 24, 2013 (per Wes)
3. Update on Student Affairs Leadership Team **(SALT) for Assessment** (aka "Portland Trailblazers") (per Wes)
4. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
5. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
6. Update on **FYE Spring 2014 Registration Sessions** (per Wes)
7. Update on **Fall 2013 Counselor Academy** (per Wes)
8. Proposal for **(On-Line) "Exploring Health Careers Information Session"**
9. Debrief on **Fall 2013 NSO-Part II Sessions** and NSO-Part III Sessions (per Wes)
10. Updates from **(May 9, 2013) CAAC Meeting**
11. Updates from **CAAC Professional Development Committee** (per Wes)
12. Updates from **CAAC Counselor Connection Committee** (per Russ)
13. Updates from **Consultation & Referral Group** (per Wes)
14. Updates from **KCC Sustainability Initiative** (per Crystalyn)
15. Debriefing on **"Go, Forward!" (Degree in Three, Fifteen To Finish) Initiative** (per Crystalyn)
16. **Updates from Health Science and EMS Departments** (per Russ)
17. **Updates from Nursing Department** (per Crystalyn)
18. **Next Cluster Meeting** on Friday, October 4, 2013 at 12:00pm to 3:00pm (in 'Ilima 202-B)

Time permitting, other topics of interest (not referenced above) can be discussed.

Since the meeting will start at 12:00pm, please feel free to bring your lunch.

I've included Patricia O'Hagan in this e-mail to offer her a standing invitation to attend our meeting.

Mahalo,
Wes.

Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Russ Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on October 4, 2013
Date: Thursday, October 03, 2013 8:10:31 AM

Aloha, Crystalyn and Russ!

I am resending my e-mail regarding the agenda for our (October 4) cluster meeting, ultimately correcting the e-mail subject title to reflect that the agenda is for our cluster meeting on October 4, 2013.

Mahalo,
Wes.
Ext.9274

From: Wesly Maekawa [mailto:wesly@hawaii.edu]
Sent: Thursday, October 03, 2013 8:09 AM
To: 'Crystalyn Hottenstein'; 'Russ Kinningham'
Cc: 'Patricia O'Hagan'
Subject: FW: Agenda for Health Science/Nursing Counselor Cluster Meeting on September 6, 2013

Aloha, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, October 4, 2013**
Time: **12:00pm to 3:00pm**
Place: **'Ilima 202-B**

Below is the **meeting agenda** for the (October 4) Cluster Meeting:

1. Update on **MyPlan Chart for Health Sciences/EMS/Nursing Programs** (per Russ)
2. **Exploring Careers and Majors Fair** sponsored by KCC Maida Kamber Center on October 24, 2013 - **CANCELLED** (per MKC)
3. Update on Student Affairs Leadership Team **(SALT) for Assessment** (aka "Portland Trailblazers") (per Wes)
4. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
5. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
6. Update on **FYE Spring 2014 Registration Sessions** (per Wes)
7. Update on **Fall 2013 Counselor Academy** (per Wes)
8. Proposal for **(On-Line) "Exploring Health Careers Information Session"**
9. Update on **Transfer Year Experience (TYE) Program** (per Cory Ando, who will join our meeting at 1:00pm)
10. Updates from **(September 13, 2013) CAAC Meeting** (per Russ)

11. Updates from **CAAC Professional Development Committee** (per Wes)
12. Updates from **CAAC Counselor Connection Committee** (per Russ)
13. Updates from **Consultation & Referral Group** (per Wes)
14. Updates from KCC **Sustainability Task Force** (per Crystalyn)
15. **Updates from Health Science and EMS Departments** (per Russ)
16. **Updates from Nursing Department** (per Crystalyn)
17. **Next Cluster Meeting** on Friday, November 1, 2013 at 12:00pm to 3:00pm (in 'Ilima 202-B)

Time permitting, other topics of interest (not referenced above) can be discussed.

Since the meeting will start at 12:00pm, please feel free to bring your lunch.

I've included Patricia O'Hagan in this e-mail to offer her a standing invitation to attend our meeting.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Cheri Honda Souza"](#); ["Crystalyn Hottenstein"](#); ["Russ Kinningham"](#)
Cc: ohaganp@hawaii.edu
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on November 1, 2013
Date: Monday, October 28, 2013 7:48:14 AM

Aloha, Cheri, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, November 1, 2013**

Time: **12:00pm to 3:00pm**

Place: **'Ilima 202-B**

Below is the **meeting agenda** for the (November 1) Cluster Meeting:

1. Update on **MyPlan Chart for Health Sciences/EMS/Nursing Programs** (per Russ)
2. Update on Student Affairs Leadership Team **(SALT) for Assessment** (aka "Portland Trailblazers") (per Wes)
3. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
4. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
5. Debriefing on **FYE Spring 2014 Registration Sessions**
6. Proposal for **(On-Line) "Exploring Health Careers Information Session"**
7. Update on **Transfer Year Experience (TYE) Program** (per Cory Ando, who will join our meeting at 1:00pm)
8. **Campus Visit by Lānaʻi High School** on November 8, 2013 at 1:00-2:00pm in Tamarind Room (per Wes)
9. Review of **2013 Annual Reports of Program Data (ARPD)** for Health Science/EMS/Nursing (per Wes)
10. Updates from **(October 11, 2013) CAAC Meeting** (per Wes)
11. Updates from **CAAC Professional Development Committee** (per Wes)
12. Updates from **CAAC Counselor Connection Committee** (per Russ)
13. Updates from **Consultation & Referral Group** (per Wes)
14. Updates from **KCC Sustainability Task Force** (per Crystalyn)
15. **Updates from Health Science and EMS Departments** (per Russ)
16. **Updates from Nursing Department** (per Crystalyn)
17. **Next Cluster Meeting** on Friday, December 13, 2013 at 12:00pm to 3:00pm (in 'Ilima 202-B)

Time permitting, other topics of interest (not referenced above) can be discussed.

Since the meeting will start at 12:00pm, please feel free to bring your lunch.

I've included Patricia O'Hagan in this e-mail to offer her a standing invitation to attend our meeting.

Mahalo,

Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Cheri Honda Souza"](#); ["Crystalyn Hottenstein"](#); ["Russ Kinningham"](#)
Subject: Outcome of Student Affairs SLO Assessment Retreat at WCC on November 21-22, 2013
Date: Tuesday, December 10, 2013 12:08:19 PM
Importance: High

Aloha, Cheri, Crystalyn and Russ!

I apologize for not providing this update soon after the "Student Affairs SLO Assessment Retreat" conducted at WCC on November 21-22, 2013.

The following is a summary of the retreat's outcome, wherein the retreat participants were able to agree on the following mission statement, five program learning outcomes (PLG) and the related student learning outcomes (within each PLG):

Student Affairs Mission

Kapi'olani Community College Student Affairs supports and empowers students in accomplishing their educational, career, and life goals through comprehensive and nurturing programs and services.

PLG #1 FINAL: Academic. Students will identify and implement their plans to achieve their educational goal(s).

SLOs FINAL:

- Identify their educational goal(s).
- Develop an accurate STAR academic plan.
- Articulate the steps to transition to their next educational goal.
- Effectively register for courses applicable to their educational goal.

PLG #2 FINAL: Career. Students will explore career options and make informed decisions that connect with their academic/educational goal(s).

SLOs FINAL:

- Identify their career interest(s).
- Identify the educational option(s) associated with their career interest(s).

PLG #3 FINAL: Multiculturalism and Self-Awareness. Students will recognize and respect differences and commonalities to appreciate diversity.

SLOs Final:

- SWiBAT express their individual values and beliefs.
- SWiBAT identify differences and commonalities of individuals or groups of people outside their own identity.
- SWiBAT reflect on their own values and beliefs and how it affects their ability to work with diverse groups and individuals.

PLG #4 FINAL: Engagement. Students will be aware of campus and community resources and engage in activities and services that fulfill their needs and interests.

SLOs Final:

- SWiBAT identify campus and community on-site resources.
- SWiBAT identify campus and community on-line resources.
- SWiBAT develop a plan to utilize resources to fulfill their needs and interests.
- SWiBAT implement a plan to utilize resources to fulfill their needs and interests.

PLG #5 FINAL: Personal Growth and Responsibility. Students will appraise, manage, and advocate for themselves to achieve their goal(s).

SLOs FINAL:

- SWiBAT identify a problem/need and strategies to address the problem/need.
- SWiBAT develop a plan with clear steps to solve the problem or need.
- SWiBAT implement the plan.
- SWiBAT reflect and articulate the outcome, identifying ongoing actions, if necessary.

On the second day of the retreat, each cluster representative was asked to identify which Program Learning Outcomes (PLGs) and related Student Learning Outcomes (SLOs) were going to be assessed by his/her cluster in the coming academic year. During the retreat discussion, I shared that I needed to obtain additional feedback from Cheri, Crystalyn and Russ; however, I believe the Health Science/Nursing counseling cluster will want to assess **PLG #1 (Academic) and its four SLOs** as well as **PLG #2 (Career) and its two SLOs**.

Let's discuss the above further during our next cluster meeting on Friday, December 13th.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Cheri Honda Souza"](#); ["Crystalyn Hottenstein"](#); ["Russ Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on December 13, 2013
Date: Tuesday, December 10, 2013 8:52:45 AM

Aloha, Cheri, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, December 13, 2013**

Time: **12:00pm to 3:00pm**

Place: **'Ilima 202-B**

Below is the **meeting agenda** for the (December 13) Cluster Meeting:

1. Update on **Student Affairs SLO Assessment Retreat** on November 21-22, 2013 (per Wes)
2. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
3. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
4. Update on Student Affairs Leadership Team **(SALT) for Graduation** (per Cheri)
5. Debriefing on **FYE Spring 2014 Registration Sessions**
6. Update on Proposal for **(On-Line) "Exploring Health Careers Information Session"**
7. Update on **MyPlan Chart for Health Sciences/EMS/Nursing Programs** (per Russ)
8. Update on **KCC Website Redesign** (per Presentation by Raphael Lowe at CAAC Meeting on November 8, 2013)
9. Updates from **(November 8, 2013 and December 13, 2013) CAAC Meetings**
10. Updates from **CAAC Counselor Connection Committee** (per Russ)
11. Updates from **CAAC Professional Development Committee** (per Wes)
12. Updates from **CAAC Professional Standards Committee** (per Cheri)
13. Updates from **Consultation & Referral Group** (per Wes)
14. **Updates from Health Science and EMS Departments** (per Cheri and Russ)
15. **Updates from Nursing Department** (per Crystalyn and Wes)
16. Proposed **Cluster Meetings in Spring 2014**: First Fridays of each month at 12:00pm to 3:00pm (with place TBD)

Time permitting, other topics of interest (not referenced above) can be discussed.

Since the meeting will start at 12:00pm, please feel free to bring your lunch.

I've included Patricia O'Hagan in this e-mail to offer her a standing invitation to attend our meeting.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Cheri Honda Souza"](#); ["Crystalyn Hottenstein"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on January 17, 2014
Date: Monday, January 13, 2014 5:11:03 PM

Aloha, Cheri, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, January 17, 2014**
Time: **9:00am to 12:00pm**
Place: **Mokihana 105**

Below is the **meeting agenda** for the (January 17) Cluster Meeting:

1. Debriefing on **Student Affairs SLO Assessment Retreat** on December 18, 2013 and Update on January 28, 2014 Retreat (per Wes)
2. Debriefing on **Assessment Data for Health Science/Nursing Counseling Cluster**
3. Planning for **"Counselor Table/Booth" for Health-E Fair** on April 4, 2014
4. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
5. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
6. Update on Student Affairs Leadership Team **(SALT) for Graduation** (per Cheri)
7. Update on Proposal for **(On-Line) "Exploring Health Careers Information Session"** (per Wes)
8. Update on **MyPlan Chart for Health Sciences/EMS/Nursing Programs** (per Russ)
9. Updates on **KCC Native Hawaiian Career & Technical Project and Collaboration with CTE Programs** (per Michaelyn Nakoa)
10. Updates from **CAAC Task Force to Propose Changes for CAAC Structure** (per Russ)
11. Updates from **CAAC Counselor Connection Committee** (per Russ)
12. Updates from **CAAC Professional Development Committee** (per Wes)
13. Updates from **CAAC Professional Standards Committee** (per Cheri)
14. Updates from **Consultation & Referral Group** (per Cheri/Wes)
15. **Updates from Health Science and EMS Departments** (per Cheri and Russ)
16. **Updates from Nursing Department** (per Crystalyn and Wes)
17. **Next Cluster Meeting** on Friday, February 21st at 9:00am to 12:00pm in Kōpiko 209A-B.

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail to offer her a standing invitation to attend our meeting.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Cheri Honda Souza"](#); ["Crystalyn Hottenstein"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on February 28, 2014
Date: Tuesday, February 25, 2014 2:37:03 PM

Aloha, Cheri, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, February 28, 2014**

Time: **12:00pm** to 3:00pm

Place: **Mokihana 105**

Note: The Mokihana Building is next door to the Māmane Building which is adjacent to Parking Lot "A."

Below is the **meeting agenda** for the (February 28) Cluster Meeting:

1. Debriefing on **Assessment Data and Reporting Cycle for Health Science/Nursing Counseling Cluster**
2. Planning for **"UHCC Day"** on March 18, 2014 at 8:00am to 11:30am (at the State Capitol Rotunda)
3. Planning for **"Counselor Table/Booth" for Health-E Fair** on April 4, 2014 at 9:00am to 2:00pm
4. Planning for **"LCC Career, College & Job Fair"** on April 9, 2014 at 9:00am to 1:00pm
5. Planning for **"Hawai'i P-20 Career Industry Fair"** on April 10, 2014 at 8:30am to 11:00am (at Hawai'i Convention Center)
6. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
7. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
8. Update on Student Affairs Leadership Team **(SALT) for Graduation** (per Cheri)
9. Update on "Standing Leadership Team" for **Student Health/Wellness Center** (per Wes)
10. Update on Proposal for **(On-Line) "Exploring Health Careers Information Session"** (per Wes)
11. Update on **MyPlan Chart for Health Sciences/EMS/Nursing Programs** (per Russ)
12. Debriefing on **WCC CNA Pathway to KCC Health Programs Proposal**
13. Updates from **CAAC Task Force to Propose Changes for CAAC Structure** (per Russ)
14. Advanced briefing on **(March 5) Meeting Between Mona Lee and CAAC Chairpersons**
15. Updates from **CAAC Counselor Connection Committee** (per Russ)
16. Updates from **CAAC Professional Development Committee** (per Wes)
17. Updates from **CAAC Professional Standards Committee** (per Cheri)
18. Updates from **Consultation & Referral Group** (per Cheri/Wes)
19. **Updates from Health Science and EMS Departments** (per Cheri and Russ)
20. **Updates from Nursing Department** (per Crystalyn and Wes)
21. **Next Cluster Meeting** on Tuesday, March 18, 2014 st at 12:30pm to 3:30pm in 'Ilima 202-B.

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail to offer her a standing invitation to attend our meeting.

Mahalo,

Wes.

Ext.9274

From: [Wesly Maekawa](#)
To: ["Cheri Honda Souza"](#); ["Crystalyn Hottenstein"](#); ["Russell Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on March 18, 2014
Date: Thursday, March 13, 2014 10:50:08 AM

Aloha, Cheri, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Tuesday, March 18, 2014**

Time: **12:30pm to 3:30pm**

Place: **'Ilima 202-B**

Below is the **meeting agenda** for the (March 18) Cluster Meeting:

1. Update on Proposal for **(On-Line) "Exploring Health Careers Information Session"** (per Kristy Yoshikawa)
2. Planning for **"Counselor Table/Booth" for Health-E Fair** on April 4, 2014 at 9:00am to 2:00pm (Interactive Activity)
3. Debriefing on **WCC CNA Pathway to KCC Health Programs Proposal**
4. Planning for **"LCC Career, College & Job Fair"** on April 9, 2014 at 9:00am to 1:00pm (Delivering Health Science Display Boards to LCC on March 21.)
5. Planning for **"Hawai'i P-20 Career Industry Fair"** on April 10, 2014 at 8:30am to 11:00am (at Hawai'i Convention Center)
6. Scheduling **SimJunior Manikin Training** Session (in Preparation for P-20 Career Industry Fair on April 10)
7. Debriefing on **"UHCC Day"** on March 18, 2014 at 8:00am to 11:30am (at the State Capitol Rotunda)
8. Updates on **Assessment Data Collection** for Health Science/Nursing Counseling Cluster
9. Input on New **KCC Website**
10. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
11. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
12. Update on Student Affairs Leadership Team **(SALT) for Graduation** (per Cheri)
13. Update on **MyPlan Chart for Health Sciences/EMS/Nursing Programs** (per Russ)
14. Updates from **CAAC Task Force for Proposed Changes for CAAC Structure** (per Russ/Wes)
15. Debriefing on **(March 5 and March 21) Meetings Between Mona Lee and CAAC**

Chairpersons

16. Debriefing on **UH Common Scholarship Application Form** (per Crystalyn/Wes)
17. Updates from **CAAC Counselor Connection Committee** (per Russ)
18. Updates from **CAAC Professional Development Committee** (per Wes)
19. Updates from **CAAC Professional Standards Committee** (per Cheri)
20. Updates from **Consultation & Referral Group** (per Cheri/Wes)
21. **Updates from Health Science and EMS Departments** (per Cheri and Russ)

- 22. **Updates from Nursing Department** (per Crystalyn and Wes)
- 23. **Next Cluster Meeting** on Friday, April 25, 2014 st at 9:00am to 12:00pm in Kōpiko 209A-B.

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail to offer her a standing invitation to attend our meeting.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Cheri Honda Souza"](#); ["Crystalyn Hottenstein"](#); ["Russ Kinningham"](#)
Cc: ["Patricia O'Hagan"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on May 16, 2014
Date: Tuesday, May 13, 2014 9:25:15 AM
Attachments: [FW: Summary Assessment Closing the Loop Feedback \(34.5 KB\).msg](#)

Aloha, Cheri, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, May 16, 2014**
Time: **9:00am to 12:00pm**
Place: **Kōpiko 209**

Below is the **meeting agenda** for the (May 16) Cluster Meeting:

1. **Summary of Assessment (and Closing the Loop Feedback)** for Health Science/Nursing Counseling Cluster [see attached (May 1) e-mail to Ana Bravo and Dawn Zoni]
2. Update on **WCC CNA Pathway to KCC Health Programs Proposal**
3. Review of **"STEM Counselor Toolkit"** as purchased by Patricia O'Hagan (per Wes)
4. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
5. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
6. Update on Student Affairs Leadership Team **(SALT) for Graduation** (per Cheri)
7. Updates from CAAC Chairpersons Meetings for **Proposed Changes for CAAC Structure** (per Wes)
8. Update on **UH Common Scholarship Application Form—Deadline Extension**
9. Updates from **CAAC Counselor Connection Committee** (per Russ)
10. Updates from **CAAC Professional Development Committee** (per Wes)
11. Updates from **CAAC Professional Standards Committee** (per Cheri)
12. Updates from **Consultation & Referral Group** (per Cheri/Wes)
13. **Updates from Health Science and EMS Departments** (per Cheri and Russ)
14. **Updates from Nursing Department** (per Crystalyn and Wes)
15. **Proposed Cluster Meetings** in Summer 2014

Time permitting, other topics of interest (not referenced above) can be discussed.

I've included Patricia O'Hagan in this e-mail as part of a standing invitation to attend our meeting and since she requested some time with us to provide updates.

Mahalo,
Wes.
Ext.9274

From: [Wesly Maekawa](#)
To: ["Crystalyn Hottenstein"](#); ["Russell Kinningham"](#)
Subject: Agenda for Health Science/Nursing Counselor Cluster Meeting on June 20, 2014
Date: Thursday, June 19, 2014 8:16:49 AM

Aloha, Crystalyn and Russ!

I am contacting you in regards to our **Health Science/Nursing Counselor Cluster meeting** scheduled as follows:

Date: **Friday, June 20, 2014**

Time: **11:00am to 1:00pm**

Place: **Meet at Russ's Office (after which we can walk over to 'Ōhi'a Cafeteria for lunch/meeting)**

Below is the **meeting agenda** for the (June 20) Cluster Meeting:

1. **Update from Assessment Leaders Meeting** on June 12, 2014.
2. Debriefing on **Fall 2014 NSO- Part II Sessions.**
3. Update on **WCC CNA Pathway to KCC Health Programs Proposal.**
4. Review of **"STEM Counselor Toolkit"** as purchased by Patricia O'Hagan (per Wes)
5. Update on Student Affairs Leadership Team **(SALT) for Progress and Completion** (per Russ)
6. Update on Student Affairs Leadership Team **(SALT) for Retention/Starfish** (per Crystalyn)
7. Updates from **Consultation & Referral Group** (per Cheri/Wes)
8. **Updates from Health Science and EMS Departments** (per Russ)
9. **Updates from Nursing Department** (per Crystalyn and Wes)
10. **Next Cluster Meeting on Friday, July 25, 2014 at 11:00am to 1:00pm.**

Time permitting, other topics of interest (not referenced above) can be discussed.

I am going to contact Michaelyn Nakoa to see if she wants to join us for lunch in order to discuss agenda item #3. If she is not able to join us for lunch, I will obtain an update from her and provide update during our cluster meeting.

(FYI: Patricia O'Hagan is on a well-deserved vacation and scheduled to return to campus on July 15.)

Mahalo,
Wes.
Ext.9274