Subject: This Week at UHWO News Bulletin - Week of April 10
From: UHWO Communications Department <uhwocomm@hawaii.edu>
To: "uhwo-all-l@lists.hawaii.edu" <uhwo-all-l@lists.hawaii.edu>
Date Sent: Monday, April 10, 2017 8:07:50 AM GMT-10:00
Date Received: Monday, April 10, 2017 8:08:30 AM GMT-10:00
Attachments: UHWOParkingPermitRequest.pdf

A BULLETIN FOR UH WEST O'AHU FACULTY AND STAFF

This Week at UH West O'ahu

Week of April 10

Campus Closed, April 14

The UH West O'ahu campus is closed this Friday, April 14, in observance of Good Friday, which is a state holiday.

BRC Summer/Fall Travel Award Applications Due

Applications for research-related travel for all f/t faculty (instructional and specialist) from July 1 - November 15, 2017 are due on April 21, 2017 by 11:59 p.m. See BRC Campus Laulima site (and announcement sent via email) for more information.

National Library Week

The week of April 10 is National Library Week. The UH West O'ahu Library is celebrating with a series of events:

- **Color and Relax:** All day, every day, near the Library Cafe
- **Food for Fines:** One Can for $1 Fine Forgiveness (for the Hawaii FoodBank Food Drive)
- **Instagram Contest:** Follow @UHWOLibrary to look for contest rules. Win an awesome goodie bag!
- **Take the UHWO Library Survey:** http://www2.hawaii.edu/~uhwolib/survey.html. You could win a $100 UHWO Bookstore Gift Card!

Safe Zone Training, April 10

Safe Zone training is set for today, April 10, from 2 to 3 p.m. in D237. It raises awareness of LGBTQ+ issues on campus and sharpens skills of allies to help end harassment. Employees will receive a certificate of completion as well as a poster to display at their work area to indicate that they are part of a professional network of student support. The training will be conducted by UHWO faculty member Carmen Nolte-Odhiambo, who serves on the UH Commission on LGBTQ+ Equality. All UHWO employees and students are welcome to attend.

Building a Caring Majority with Ai-jen Poo, April 12

Ai-jen Poo, who was named by TIME as one of the 100 Most Influential People in the World in 2012 and Fortune.com as one of the World's 50 Greatest Leaders in 2015, is speaking at UH West O'ahu this Wednesday, April 12 in C-225 from 12:30 to 1:50 p.m., in "Building a Caring Majority." Read Ai-jen Poo's editorial in the April 5 Star-Advertiser titled, "Hawaii sets the example in building a care infrastructure."

All UH West O'ahu faculty, staff, and students can access the Star-Advertiser's online newspaper for free! To activate, enter your hawaii.edu email at staradvertiser.com/academic-pass.

Notice: Campus Center Bldg. Water and AC Outage, April 14

The UH West O'ahu Planning and Campus Operations wants you to be aware of upcoming utility outages associated with the Administration-Allied Health Facility construction, which will impact

the Campus Center Building.

Domestic water and chilled water (air conditioning) services to the Campus Center Building will be out on the following dates and times:

Domestic Water: From 7 a.m., Friday, April 14, 2017 to 10 a.m., Saturday April 15, 2017
Chilled Water: From 7 a.m., Friday, April 14, 2017 to 10 a.m., Saturday April 15, 2017

Please be aware that the building will be without water service and air conditioning during the outage. Outage durations are estimated and actual completion of the work may take less or more time than estimated.

We apologize for any inconvenience that this may cause, and your patience, cooperation and understanding is during the outages in Campus Center is appreciated.

Donate to the Hawaii Foodbank Food Drive this April

Help feed local families and donate to the UH West O‘ahu food drive benefiting the Hawaii Foodbank this April. UH West O‘ahu has a goal of collecting $1,200 and 700 pounds of food in 2017.

There will be a collection table set up in the Courtyard on Wednesdays throughout the Food Drive campaign:

- April 12: "Have a Rice Day" table in Courtyard, 9 a.m. - noon
- April 19: "Don't be a ham - Donate Spam" table in Courtyard, 9 a.m. - noon
- April 26: "Be twice as nice: Donate Rice" table in Courtyard, 9 a.m. - noon
- May 3: "Help the Community heal - Donate Meals!" table in Courtyard, 9 am. to noon

The most needed items are:

- Canned proteins (meat, tuna, chicken)
- Canned meals (spaghetti, stew, chili)
- Canned vegetables
- Canned fruits
- Rice

A bake sale and white elephant sale are in the works! Look out for more information in future This Week bulletins.

Parking permits

Parking permit applications for the 2017-2018 Academic Year are due this Friday, April 14 (please remember that the campus is closed this Friday, however). Please check with your respective departments as to your internal deadlines. More information regarding the parking permit requests is attached.

To help expedite the process, each of the division offices (Chancellor's Office, Vice Chancellor for Academic Affairs, Vice Chancellor for Administration and Vice Chancellor for Student Affairs) shall list the names of those Faculty and Staff members in their division who are eligible and are requesting a parking permit for the 2017-18 Academic Year on the attached log sheet. The division offices shall also be responsible for collecting completed application forms from each of the applicants on their log sheet. Parking permit applications can be downloaded from:

https://sites.google.com/a/hawaii.edu/uhwopco/auxiliaryservices/parking

More information regarding the parking permit requests is attached.

Lecturers, part time casual/89-Day Hires, and contractors will not be issued a parking permit.

DE Tip - Quality Matters

Quality Matters is an organization that began with a small group of colleagues who were teaching online classes and developed a system to measure and guarantee the quality of online courses. On Wednesday, April 12th, from 10 am to 11 am, the Office of Distance Learning will be

offering a workshop to introduce the Quality Matters rubric and online course evaluation process. The workshop will provide an overview of the criteria used to assess courses as well as the steps included in the review process. A rating tool will also be introduced to help instructors evaluate their online courses. An email will be sent out next week with a link for the workshop. To read other tech tips or learn about other resources visit uhwo.hawaii.edu/distancelearning or email uhwode@hawaii.edu.

Familiar Faces

View the UH West O‘ahu flickr page to see photos of West Fest.

New in E Kamakani Hou

Explore the people and histories of the Marshall Islands with new online course: HIST 486: Students looking for an online course that delves into the the people and histories of the Marshall Islands and also satisfies Writing Intensive (WI) and Contemporary Ethical Issues (ETH) requirements are encouraged to register for HIST 486: Marshall Island Histories: Indigenous, Colonial, Contemporary. [Read more]

Building a Caring Majority with Ai-jen Poo, April 12: Ai-jen Poo, who was named by TIME as one of the 100 Most Influential People in the World in 2012 and by Fortune.com as one of the World’s 50 Greatest Leaders in 2015, is speaking at UH West O‘ahu on Wednesday, April 12 in C-225 from 12:30 to 1:50 p.m., in “Building a Caring Majority.” The event is open to students, faculty, and staff. [Read more]

UHWO student earns William S. Pollitzer Student Travel Award: UH West O‘ahu student Crystal Easley, who is pursuing her Certificate in Applied Forensic Anthropology, recently received the prestigious William S. Pollitzer Student Travel Award for anthropology students. The $500 award helps students defray costs to attend the American Association of Physical Anthropologists meeting in April. [Read more]

Events this week

> Center your thoughts with Oli, Mele, and Ho‘okupu at **PIKO** on Monday, April 10, at 9 a.m. at Hale Kuahuokalā. More info.
> **Yoga class** at Hale Kuahuokalā in the Student Organic Garden on Tuesday, April 11, from 12:30 to 1:30 p.m. More info.
> **Mala Harvest Day** on Wednesday, April 12, from 9 to 11 a.m. in our mala (UHWO Student Organic Garden). More info.
> **“Building a Caring Majority”** with Ai-jen Poo, Wednesday, April 12, from 12:30 to 1:50 p.m. in C225. More info.
> **Intramural Sports** on Wednesday, April 12, from 3 to 6 p.m. on the Great Lawn. More info.
> **Intramural Sports** on Thursday, April 13, from 3 to 6 p.m. on the Great Lawn. More info.
> **West Sesh** on Thursday, April 13, from 6 to 9 p.m. in the Loft by the Student Lounge. More info.

For the latest UHWO event information, view and submit listings to the UHWO calendar.
Want to include your story in the This Week at UHWO News Bulletin or E Kamakani Hou? Submit a Communications Request Form 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

UNIVERSITY of HAWAI'I
WEST O'AHU

To: All Faculty and Staff

From: John Murakami
Director of Auxiliary Services

Date: March 24, 2017

RE: Parking Permit Requests

*****IMPORTANT NOTICE*****

As the University of Hawai'i – West O'ahu continues to grow, the manner in which we process the parking permits also needs to grow. Please note that there are changes to the process or you may not get your parking permit when you expect it.

To help expedite the process, each of the division offices (Chancellor's Office, Vice Chancellor for Academic Affairs, Vice Chancellor for Administration and Vice Chancellor for Student Affairs) shall list the names of those Faculty and Staff members in their division who are eligible and are requesting a parking permit for the 2017-18 Academic Year on the attached log sheet. The division offices shall also be responsible for collecting completed application forms from each of the applicants on their log sheet. Parking permit applications can be downloaded from

https://sites.google.com/a/hawaii.edu/uhwopco/auxiliaryservices/parking

There is a link to the Parking Permit Request Form just above the map on the page listed above.

Once each of the divisions have completed the list and collected the applications, please arrange to have them delivered to Campus Operations at Building F, Room F201 no later than the close of business on Friday, April 14, 2017.

It is recommended that you have an internal deadline to have the people in your division turn in their completed applications to you set prior to this date. All applications submitted on/before the April 14, 2017 deadline will be processed in advance and will be ready for distribution on Monday, August 14, 2017 through your respective Offices (Chancellor's Office, Vice Chancellor for Academic Affairs, Vice Chancellor for Administration, Vice Chancellor for Student Affairs) or their designated distribution point(s).

Lecturers, part time casual/89-Day Hires, and contractors will not be issued a parking permit.

91-1001 Farrington Highway
Kapolei, Hawai'i 96707
Telephone: (808) 689-2539
An Equal Opportunity/Affirmative Action Institutiion

If any eligible Faculty or Staff member misses the deadline, they shall request a Parking Permit through their respective office (Chancellor's Office, Vice Chancellor for Academic Affairs, Vice Chancellor for Administration, Vice Chancellor for Student Affairs) starting Monday, August 14, 2017. Each respective office shall be responsible for submitting a request for parking along with a signed and completed parking application. The request for parking shall verify the individual's affiliation with the division and verify that the applicant meets all of the criteria stated above and listed below:

- Is required to park in the parking lot Monday – Friday, 6:00 a.m. – 5:00 p.m. on a regular basis.
- Are NOT Temporary Hires, Emergency/Casual Hires, Lecturers and Contract or Non-UHWO Employees.

The following parking areas are available to all non-permit holders:

- Non-permit parking lot
- Temporary overflow parking lot, open Monday – Friday, 6am – 5pm
- Permit parking lot, open to all after 5pm

Once Campus Operations has received the request and the completed application, the paperwork shall be processed and the permit delivered via Campus Delivery to the respective Division. After receiving the parking permit, the Division representative shall notify the applicant to come pick up the permit.

Current Parking Permits will be considered "Expired" beginning Friday, August 25, 2017.

Campus Services would like to ask for your assistance regarding the following items:

1. Starting Thursday, August 17, 2017, all Faculty and Staff with permit are required to park in designated stalls within the Faculty and Staff side of the parking lot (Lot A1). Faculty and Staff should not be parking in the student side of the lot.
2. Only authorized vehicles are allowed to park in the Campus Center loading dock.
3. All loading docks should be used only for active loading and unloading. Vehicles shall not be staged or left unattended.
4. There should be NO PARKING in the Fire Lanes.

Parking Permit Requests for the Fall 2017 Semester will be available beginning Monday, August 21, 2017.

CC: Kevin Ishida – VCA
UHWO Parking