

Subject: This Week at UH West O'ahu - Week of Oct. 26, 2020
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A BULLETIN FOR UH WEST O'AHU FACULTY AND STAFF
This Week at UH West O'ahu
Week of Oct. 26, 2020

Bulletin No. 24 from Chancellor Maenette Benham

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

As forecasted at our fall convocation (August 19, 2020), we have gathered a team of faculty, staff, and students with union representation to collectively work on a set of campus reframing and budgeting recommendations. This is the *UH West O'ahu Pueo Stewardship Task Force: Reframing and Budgeting FY21 – FY 25*. Their task will be to present a cogent, forward looking set of recommendations that responds to two balanced questions:

- **Part I:** What is UH West O'ahu willing to do to meet our projected deficits in FY 21, 22, 23, and 24?
- **Part II:** What must UH West O'ahu do to increase our enrollment, to grow programs that will significantly impact a healthy post-pandemic Hawai'i, and to invest in entrepreneurial initiatives that nurture our distinctiveness?

The process is co-facilitated by Dr. Walter Kahumoku (who facilitated our strategic planning process in 2017-2018) and Interim VCSA Jan Javinar, with note-taking/management support from Chris Neves. A support team has been assembled to include: Budget & Finance, Human Resources, Facilities & Grounds, Institutional Research, Communications, UH System offices/if needed, and support teams from each unit.

Task force zoom meetings begin this week (week of October 26), through early December 2020. Everything that the task force does (minutes, data used, reports, presentations, etc.) will be archived on our [UH West O'ahu Task Force site](#). You can access our planning process by going to our homepage and clicking on "[Pueo Planning Process](#)". When you land you have access to the [process](#), [task force archive](#), [resources and information](#), [communications](#), and [calendar of activities](#). There's a link if you'd like to leave a query or provide feedback. Here is the direct link:
<https://westoahu.hawaii.edu/about/leadership/planning-process/>

Shared governance is an important principle of our work. So, a draft report prepared by the task force will be provided to our campus community in mid-November. A survey will accompany the report to collect feedback from faculty, staff, and students. A revised draft report will be presented to UH West O'ahu campus leadership in late November/early December.

Yes, UH West O'ahu is lean but even with limited resources we are on a growth trajectory! The immediate challenge is to select cost efficient tactics that keep us stable and enable us to invest in those programs and actions that will have an immediate high return. If we can capitalize on these opportunities we will be able to reinvest in a next tier of growth and support opportunities, and so on. To help inform both/and cost efficiencies and first tier investments, campus leadership has been looking at a variety of data points and frameworks, reading and attending webinars specific to higher education and other like sectors. This is complicated because there isn't anything we can compare this experience to. Our resources are ambiguous, people are changing, community needs are changing – all of what is happening around us has an impact on our costs.

An important resource for us has been the information shared via the UH Mānoa UHERO Site. I recommend reviewing the following posted on October 15, 2020
<https://uhero.hawaii.edu/estimating-economic-conditions-during-the-covid-19-crisis/>

Per this website: As illustrated by the weekly [UHERO Economic Pulse](#) index and the underlying series on the [UHERO Data Portal](#), both data collected by government agencies and firm-specific data are useful for estimating the economic conditions in the state. The UHERO Economic Pulse is an experimental measure of economic conditions. It summarizes information from a variety of indicators, whose number may change as more data sources become available. The index is currently based on “hard” data available at a weekly frequency, such as unemployment insurance claims and airline passenger counts. “Soft” data, such as surveys about individuals’ expectations to be laid off or willingness to travel, are potentially also useful indicators of economic conditions, and we will explore ways to incorporate such information in the index. The index appears to [predict](#) changes in Hawaii nonfarm payrolls, and we will continue to analyze its usefulness, particularly for predicting the overall economy once GDP for the third quarter is released in December.

Please take care of yourself and your ‘ohana! E mālama pono!
Maenette Benham, Chancellor

Upcoming Emergency Notification Procedures Testing, Oct. 28

The University of Hawai‘i–West O‘ahu will conduct a test of its emergency notification procedures on Wednesday, Oct. 28. There will NOT be an evacuation drill as a part of this training.

In the event of an actual emergency, UH West O‘ahu’s evacuation procedures are as follows:

- Remain calm. Walk quickly to the nearest exit.
- Do not use elevators.
- Only take essential personal possessions such as cell phones, car keys, and handbags in case you are not able to re-enter the building.
- Close doors behind you when leaving. Check to make sure everyone is out before closing the door.
- Evacuate to the grass side of the Great Lawn wall. Be prepared to relocate if instructed.
- Security or Emergency Responders: If an evacuation area is downwind of smoke or fumes, relocate to an upwind location.
- Await further instruction from Campus Security or Campus Administration

Additionally, here are pre-planning tips:

- Know all exit locations in a building. Most people recall how they entered, but if this entry/exit is blocked or overcrowded, it is important to know an alternate exit location. If unfamiliar with the building, 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.

As a part of the drill, 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 at <http://www.hawaii.edu/alert> to receive emergency text messages. All members of the UH West O‘ahu community are urged to sign up to receive these opt-in text messages.

The UH West O‘ahu homepage at <http://www.westoahu.hawaii.edu> and UH West O‘ahu social media pages will also be updated to reflect the UH Alert test.

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 to submit your survival strategies.

Here's a submission from Paula B. Major, associate professor of Elementary Education:

Catch the Sunrise ...

I love when I get to catch the sun rise.
The start of something beautiful, the day.
The start of the beginning, the unknown.
To catch the sunrise, I am still and I listen.
I hear the birds sing, I reach for your hand.
I feel the morning air, I know I am able.
To catch the sunrise, I am still and I listen.
I see the mountains, I accept possibilities.
To catch the sunrise, I am still and I listen.



Windward morning sunrise. Photo courtesy of Paula B. Major

Please be sure to vote!

In a message last week to the University of Hawai'i 'ohana, UH President David Lassner reminded everyone about the importance of voting — a critical responsibility of citizenship, a foundation of democracy, and one of the most important ways in which we each provide our input on the kind of future we want.

“This has been a year that no one anticipated, and the historic challenges we face will continue into 2021,” Lassner said in the message. “It is easy to focus on the urgent priorities that confront each of us every day, but I want to take this moment to remind everyone to vote on Tuesday, Nov. 3.”

If you still have your mail-in ballot, please be sure to complete it and mail it in or drop it off according to the instructions. Early voting and same-day registration is also still available until Nov. 2 at voter services centers across the state. See a list of the locations at <https://elections.hawaii.gov/voter-service-centers-and-places-of-deposit/>.

Reminder: Learn what's "On the Horizon" at UH West O'ahu, Oct. 29

Join UH West O'ahu Chancellor Maenette Benham for an On the Horizon series webinar — 11 a.m. Oct. 29, via Zoom — discussing some of UH West O'ahu's star programs. Tune in to hear the chancellor's bold vision for UH West O'ahu's future, and updates from the [experts](#) on the Creative Media, Cybersecurity, Sustainable Community Food Systems [programs](#). Register [online](#). Meeting ID and password will be emailed upon registration. Questions for the speakers can be submitted on the registration page.

On the Horizon is a new UH webinar series that will showcase programmatic endeavors, campus goals, and opportunities for support at UH's 10 dynamic campuses. Questions? Please contact the UH Office of Alumni Relations at contact@uhalumni.org.

Bookstore will be closed, Nov. 2-3

The UH West O'ahu Bookstore will be closed on Monday, Nov. 2, and Tuesday, Nov. 3. It will reopen on Wednesday, Nov. 4.

Nominations welcome for UH Teaching Excellence Awards

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. All nominations must be completed by 5 p.m. Dec. 4, 2020. 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. 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.

Nominations open for Distinguished Service and Maintenance Awards

Nominations are being accepted for the Willard Wilson Distinguished Service Award and the Award for Excellence in Building and Grounds Maintenance.

The University of Hawai'i Board of Regents Willard Wilson Distinguished Service Award recognizes an employee whose commitment and performance has made a significant impact on the University of Hawai'i System.

The University of Hawai'i President's Award for Excellence in Building and Grounds Maintenance is a systemwide award that recognizes the dedicated efforts of an individual from any facilities management office who has exhibited sustained superior performance in a maintenance, landscaping, custodial, shop or trucking position.

The eligibility, criteria and nomination form can be found at:

Willard Wilson Distinguished Service Award:

<https://www.hawaii.edu/about/awards/wilson.php>

President's Award for Excellence in Building and Grounds Maintenance:

<https://www.hawaii.edu/about/awards/bng.php>

Information about past award winners can also be found on these sites. The deadline to submit nominations is Friday, Nov. 13, by 4:30 pm. For more information please contact Courtney Domingo at cmnd@hawaii.edu.

Changes to Google Groups

In June, Google released a new Google Groups interface and experience. On Sept. 15, new Groups became the default experience for all users. Users can temporarily switch back by turning on "return to classic Google Groups."

<https://support.google.com/a/answer/9687393?hl=en#revisit>

Starting Nov. 10, classic Groups will be turned off completely. After this date, there won't be an option to "return to classic Google Groups." Users who have chosen to return to classic Groups will see new Groups as the only experience.

What do I need to do?

Become familiar with the new Groups by reviewing the new Groups release notes.

<https://support.google.com/a/answer/9687393>

Compare the features in classic Groups that are also in new Groups. <https://support.google.com/a/answer/9687393?hl=en#unavailable>

Note the features from classic Groups that will no longer be supported in new Groups.

<https://support.google.com/a/answer/9687393?hl=en#deprecated>

If you have questions, please contact the University of Hawai'i Information Technology Services (ITS) Help Desk at 956-8883, toll-free at (800) 558-2669, or via email at help@hawaii.edu.

Campus-wide air conditioning adjustment

Planning and Facilities is currently implementing an energy savings strategy by adjusting air temperatures throughout campus. In July 2019, we announced a guideline for indoor temperature cooling to be maintained between 72 to 74 degrees Fahrenheit. With a renewed focus on reducing energy consumption and its resultant cost savings for UH West O'ahu, we are now using a thermostat setpoint of 74 F. Exceptions to this new cooling rule include specialty spaces that require strict temperature control, including some labs and library collections.

We anticipate that the change will be largely unnoticed by most, however, we understand it may take a while for some to adjust to the new norm. As much as possible, please refrain from using personal fans, and instead, lower perimeter window shades and adjust your attire appropriately.

Thank you for your understanding and cooperation. Should you have any questions or comments, please reach out to Bonnie Arakawa at bonniea@hawaii.edu or 689-2539.

Campus Center renovation to bookstore and outdoor seating area

The Campus Center outdoor seating area, north of the dining room, will be under construction as the building will be expanded to create a permanent space for the UH West O'ahu Bookstore. Construction fencing is being installed this week and all persons in the vicinity are advised to respect all barricades and posted safety/detour signs. The pedestrian entry ramp will remain open but there will be deliveries and temporary equipment within the path, which may cause intermittent disruption. Additionally, there will be occasional noise generated as part of the construction work. Thank you for your patience as UH West O'ahu continues to improve its facilities. If you have any questions or need additional information, please contact the UH West O'ahu project manager at 689-2546.

PIKO Outdoor Learning Space construction barricades

Multiple construction deliveries continue for the PIKO Outdoor Learning Space project. When there are deliveries, please expect temporary disruptions to pedestrian access at the roundabout and entry ramp. Also, the plywood fencing around the PIKO Outdoor project will be removed and replaced with more transparent fencing and/or caution tape. Regardless of barrier type, all persons in the vicinity of this project are advised to respect all construction barricades and all posted safety/detour signs. If you have any questions or need additional information, please contact the UH West O'ahu project manager at 689-2546.

Keone'ae (UH West O'ahu) Station update

Images courtesy of Nan, Inc.:



An artist's rendition of Keone'ae (UH West O'ahu) rail station.



A recent photo of Keone'ae (UH West O'ahu) rail station.

Distance Learning Tip of the Week – Lulima Sign-Up tool


Need to schedule student contact or create a digital sign-up sheet? The Lulima Sign-Up tool is an easy way to allow students to sign up for office hours, presentations, and reserved seating. If you missed Distance Learning's edtech together sessions on this topic, watch this [YouTube video](#) for a demonstration on how to add and use the Sign-Up tool in your Lulima course.

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



[ASUHW O special elections result in diverse student leaders](#) - The Associated Students of the University of Hawai'i–West O'ahu announced the results of its recent Fall 2020 Special Elections, revealing a diverse representation of students involved in student government.

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](#).



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