

**Subject:** This Week at UH West O'ahu for week of Sept. 5  
**From:** UHWO Communications Department <UHWOcomm@hawaii.edu>  
**To:** uhwo-all-l@lists.hawaii.edu  
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**Attachments:** Title IX notification.pdf

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A BULLETIN FOR UH WEST O'AHU FACULTY AND STAFF  
**This Week at UH West O'ahu**  
Week of Sept. 5

**UH West O'ahu holds first ever scholarship luncheon**

Scholarship luncheon 3.jpg



UH West O'ahu and the University of Hawaii Foundation teamed to host a scholarship luncheon for the first time. The event gave scholarship winners and donors an opportunity to meet each other as well as speak with UH West O'ahu and

UH Foundation leaders.

### **Enjoy a good cup of coffee, talk about UHWO academic structure**

Work Group Lead: Vice Chancellor Jeffrey Moniz

Co-Facilitators: Kristina Guo, Walter Kahumoku, Alan Rosenfeld

Please join the Academic Planning Work Group from 10 a.m. to noon, Friday, Sept. 15 in C225 for the Academic Café. All of the input you provided at Professional Development Day will be unveiled and attendees will have additional opportunities to share their thoughts and ideas regarding our campus' academic structure as we prepare to transform into an institution that can be sustainable at 8,000 students by 2028. And, last but not least, come treat yourself to a high-quality cup of coffee, courtesy of the Office of the Vice Chancellor of Academic Affairs.

### **E Ala Pono Academic Progress Campaign needs your help**

The [E Ala Pono Academic Progress](#) Campaign is an initiative that helps to promote student success by making it easier for faculty to help students by partnering with campus resources such as academic advising, counseling, and support from the No'eau Center. The organizers of the effort lead by Native Hawaiian Student Adviser Kealohi Perry ask that faculty make use of the My Success online system and fill out the early alert surveys during the following periods:

- Survey 1 Aug. 30 to Sept. 8
- Survey 2 Oct. 2 to Oct. 13

My Success can be accessed through three different means: [MySuccess](#) directly; [Laulima](#) (MySuccess tab is listed in top menu), or [MyUH](#) (MySuccess is listed in top menu). If you would like to be part of the E Ala Pono early alert and success intervention, please contact Kealohi Perry and the EAP Team at [uhwoeap@hawaii.edu](mailto:uhwoeap@hawaii.edu).

### **Have a question for Human Resources? See them during “HR on Campus”**

The UH West O'ahu's Human Resources department has scheduled weekly “HR on Campus” meetings for the fall semester. Staff and faculty are welcome to call the department at any time during work hours, but because the office is temporarily located off campus, face-to-face meetings may be more difficult for some employees. Thus the department has weekly availabilities on campus.

You can email [uhwohr@hawaii.edu](mailto:uhwohr@hawaii.edu) for an appointment or just drop in for a quick question or to drop off forms. Fall 2017 HR on Campus will be held in E127 on the following dates:

| <b>Date</b> | <b>Day</b> | <b>Time</b>      |
|-------------|------------|------------------|
| Aug. 31     | Thursday   | 1 - 4:30 p.m.    |
| Sept. 6     | Wednesday  | 8:30 a.m. - Noon |
| Sept. 11    | Monday     | 8:30 a.m. - Noon |
| Sept. 22    | Friday     | 1 - 4:30 p.m     |
| Sept. 26    | Tuesday    | 1 - 4:30 p.m     |
| Oct. 4      | Wednesday  | 8:30 a.m. - Noon |
| Oct. 10     | Tuesday    | 1 - 4:30 p.m.    |
| Oct. 20     | Friday     | 8:30 a.m. - Noon |

|         |           |                  |
|---------|-----------|------------------|
| Oct. 26 | Thursday  | 8:30 a.m. - Noon |
| Oct. 30 | Monday    | 1 - 4:40 p.m.    |
| Nov. 8  | Wednesday | 1 - 4:30 p.m.    |
| Nov. 16 | Thursday  | 1 - 4 p.m.       |
| Nov. 20 | Monday    | 8:30 a.m. - Noon |
| Dec. 1  | Friday    | 1 - 4 p.m.       |

### **Aloha to new faculty, staff**

Give a welcome to the following faculty and staff who were hired in August:

- Sheri Ching - Institutional Support (Fiscal Manager)
- Aaron Sala - Assistant Specialist (Program Advisor of Building & Bridging Hawaiian Futures)
- Michael Miranda - Assistant Professor (Information Security)
- Susan McMahon - Assistant Professor (Accounting)
- Kanoa Meriwether - Instructor (Clinical or Counseling Psychology)
- Xochitl Mota-Back - Assistant Professor (Sociology)
- Lisa Spencer - Instructor (Health Care Administration)
- Rebecca Romine - Assistant Professor (Biology)
- Judy Scoville-Layfield - Instructional & Student Support (Operations Manager, Pueo Scholars Project)

### **UH West O‘ahu’s Title IX notification in case you missed it**

An email last week from Beverly Baligad, UHWO Director of Compliance, presented a concise explanation of campus and employee requirements under Title IX, a federal civil rights law prohibiting gender discrimination in education programs and activities, along with the prohibiting of sexual harassment and violence in an educational environment. A copy of the email notification is below.

### **Hotline for University of Hawai‘i whistleblowers**

University of Hawai‘i students, faculty and staff are being reminded they have an important resource to confidentially report violations of laws, rules, regulations and UH policies. A whistleblower hotline launched in June 2016 further advances the university's commitment to encourage and enable any member of UH or the general public to make good faith reports of misconduct. University of Hawaii Whistleblower website:

<https://secure.ethicspoint.com/domain/media/en/gui/40480/index.html>

UH Whistleblower Hotline: 1-855-874-2849

### **UH West O‘ahu in the news:**

- [Value Colleges.com](#): Ranked UH West O‘ahu ranked No. 33 in its listing of 50 Universities with the Lowest Tuition Costs. The ranking took into account grant in aid available to students. University of Hawai‘i Maui College ranked No. 43.
- [MidWeek, Aug. 30](#): Publisher Ron Nagasawa wrote in his column that his daughter is an UHWO education student and notes “they have a great curriculum there.”
- [Hawai‘i Tribune-Herald, Aug. 29](#): An article about distance learning at the Palamanui campus (Kona) of Hawai‘i Community College mentioned the availability of [UH West O‘ahu degrees](#) from the Palamanui’s University Center, which delivers degree and certificate programs to West Hawai‘i residents.
- Honolulu Magazine, September issue: The opening of UH West O‘ahu’s new campus in East Kapolei in 2012 is noted on a timeline depicting significant events in Kapolei’s history.

## Distance Learning tip of the week

If you are interested in embedding outside websites in your Lualima course site, you can do so with the Web Content Tool. After enabling the tool, you will be asked to enter a title for the link as well as the URL. Once you have saved the changes you will see a link to the website in the left hand toolbar in your site.

To read other tech tips or learn about other resources visit [uhwo.hawaii.edu/distancelearning](http://uhwo.hawaii.edu/distancelearning) or email [uhwode@hawaii.edu](mailto:uhwode@hawaii.edu).

## New in E Kamakani Hou



**Piko begins anew with start of semester:** Students, faculty and staff are invited to piko, a weekly gathering at Hale Kuahuokalā at 9 a.m. Mondays which is intended to help people center their thoughts and compose themselves for the week. [\[Read More\]](#)

**UH West O’ahu students study Hurricane Harvey emergency response, lessons:** The tragedy and devastation left by Hurricane Harvey is being examined by UH West O’ahu students as part of their coursework and discussions. [\[Read More\]](#)

**UH West O’ahu’s Dr. Rick Jones invited to speak, watch Great American Eclipse:** UH West O’ahu Associate Professor of Education Rick Jones got to see the recent Great American Eclipse, thanks to an invitation from the National Park Service to speak at several events to prepare the public for eclipse watching. [\[Read More\]](#)

**Walk a Mile in Their Shoes wants your high heels:** UH West O’ahu’s “Walk a Mile in Their Shoes,” an event raising awareness regarding sexual assault and gender violence, has begun its journey even though the actual event isn’t slated to occur until April 18. [\[Read More\]](#)

**Community and Club Involvement Fair Scheduled for Sept. 6, 7:** UH West O’ahu’s first Community and Club Involvement Fair will bring together student clubs, Kapolei businesses and organizations in the UHWO Courtyard on Sept. 6 and 7 between 11 a.m. and 2 p.m. [\[Read More\]](#)

**Free yoga sessions begin September 6:** Yoga enthusiasts will have not one, but two free weekly sessions to choose from this fall at Hale Kuahuokalā. During the past two semesters only one weekly session was offered at the hale, which is located in the māla (student organic garden) on the UH West O’ahu campus. [\[Read More\]](#)

**Harvest days, work parties scheduled for UH West O’ahu māla:** Join fellow students, staff and faculty at the UH West O’ahu māla (garden) to work as well as learn about growing food this semester. [\[Read More\]](#)

**Kipa Aloha jam sessions begin Wednesday afternoon:** Like to play music in an outdoor setting? The Kipa Aloha campus jam sessions may be for you. [\[Read More\]](#)

**Māla workshops: From sugarcane juice to calming tinctures:** Make calming tinctures and banana paper. Learn how to use cassava and make kimchi. Weave a lei po’o (haku lei). These are among the workshop offerings this semester at Hale Kuahuokalā within the student organic māla (garden) this semester. [\[Read More\]](#)

## UH West O’ahu Events

**Sept. 5:** Māla (UH West O’ahu student organic garden) weekly harvest day. 9-11 a.m.

**Sept. 5:** ASUHWO Student Government Senate Meeting.

**Sept. 6:** Community and Club Involvement Fair, 11 a.m.-2 p.m., Courtyard

**Sept. 6:** HR on Campus Day. 8:30-noon, E127. Email [aseo@hawaii.edu](mailto:aseo@hawaii.edu) for appointment.

**Sept. 6:** All Level Yoga at Hale Kuahuokalā 11:15 a.m.-12:15 p.m., with Emily Yamamoto. Email [tasiay@hawaii.edu](mailto:tasiay@hawaii.edu) with inquiries.

**Sept. 6:** ‘Āina-to-‘Ōpū Workshop, 1:30 -2:30 p.m., Hale Kuahuokalā. Sugarcane juice. Come press juice from kō stalks, learn about nutritional benefits, take home cuttings. RSVP [tasiay@hawai'i.edu](mailto:tasiay@hawai'i.edu).

**Sept. 6:** Kipa Aloha campus jam session. 2:30-3:30 p.m., Courtyard

**Sept. 7:** Community and Club Involvement Fair, 11 a.m.-2 p.m., Courtyard

**Sept. 7:** All Level Yoga at Hale Kuahuokalā, 11:15 a.m.-12:15 p.m., with Tasia Yamamoto. Email [tasiay@hawaii.edu](mailto:tasiay@hawaii.edu) with inquiries.

**Sept. 9:** Māla (UH West O‘ahu student organic garden) Saturday work party. 8-11 a.m.

**Sept. 11:** HR on Campus Day. 8:30 a.m.-noon, E127. Email [aseo@hawaii.edu](mailto:aseo@hawaii.edu) for appointment.

**Sept. 11:** Deadline to file for candidacy for Associated Students of the University of Hawai‘i West O‘ahu. 4:30 p.m at C236, Student Affairs Front Desk.


**Sept. 11:** Piko, Hale Kuahuokalā. 9 a.m.

**Sept. 11:** Nohona Hawai‘i, The Hawaiian Way, class by kumu Lynette Paglinawan 9:30 - 11 a.m., Hale Kuahuokalā. . Hawaiian Worldviews. What is spirituality? The piko and na‘au?

**Sept. 11:** Last day to drop semester long classes with 50% refund, no “W” grade.

*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.*

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UHWO.HAWAII.EDU

of



University of Hawai‘i - West O‘ahu  
91-1001 Farrington Highway, Kapolei, Hawai‘i 96707  
ph: 689-2800 | [www.uhwo.hawaii.edu](http://www.uhwo.hawaii.edu)

Dear UH West 'Ohana:

As your campus Title IX Coordinator, it is my responsibility to provide information regarding Title IX and grievance processes or resources available for our campus community.

Title IX is a Federal civil rights law that prohibits discrimination on the basis of sex or gender in education programs and activities. Title IX prohibits sexual harassment and sexual violence in an educational environment. Under Title IX:

- An institution must have a policy to address sexual misconduct, and must furnish the name of the Title IX Coordinator(s) responsible for ensuring an equitable process. The administrative grievance process currently used at UHWO in cases involving sex discrimination, gender based violence and retaliation can be found in UH System's Executive Policy EP 1.204: Interim Policy and Procedure on Sex Discrimination and Gender-Based Violence ("interim policy") at <https://www.hawaii.edu/policy/docs/temp/ep1.204.pdf>.

- The Reporting Party has the right to decide which complaint process they will use, if any. For example, a UHWO student, employee, or visitor may submit a complaint regarding sexual misconduct via the UHWO Online Title IX Complaint Form here: <http://goo.gl/forms/TjDf2jWlaf> or via email to [uhwot9c@hawaii.edu](mailto:uhwot9c@hawaii.edu), contact the Honolulu Police Department by calling 911, seek the assistance of the Office of Civil Rights - US Department of Education (<http://www2.ed.gov/about/offices/list/ocr/complaintintro.html>), or file a lawsuit. Most times, the interim policy would be the quickest way to resolve an issue. A criminal investigation into allegations of sexual harassment/sexual violence does not relieve UHWO of its duty under Title IX to resolve complaints promptly and equitably.

- Responsible Employees. Under Act 208 and Interim EP 1.204, faculty and all Executive and Managerial positions (which includes: President, Vice Presidents, Associate Vice Presidents, Chancellors, Vice Chancellors, Associate and Assistant Vice Chancellors, Deans/Director, Associate and Assistant Deans/Directors, Human Resources Directors, Chief Personnel Officers, and the Chief of the Public Safety Office, etc.) are considered "responsible employees" and are required to share reports alleging a potential sexual misconduct reported to them with the campus Title IX Coordinator. Information, when shared, will be kept confidential to the extent possible. All students, employees, and third parties are highly encouraged to report all incidents of sex discrimination, gender-based violence, and retaliation to any "responsible employee."

- UHWO must respond to complaints involving sex discrimination, gender based violence, and retaliation promptly and effectively. If a school knows, or reasonably should know, about sexual harassment/sexual violence that creates a hostile environment, the school must take immediate action to eliminate the sexual harassment/sexual violence, prevent its recurrence, and address its effects.

- Even if a Reporting Party does not want to file a complaint or does not request that the school take any action on the student's behalf, if a school knows, or reasonably should know, about possible sexual harassment/sexual violence, it must promptly investigate to determine what occurred and then take appropriate steps to resolve the situation.

- Confidential Resource. Dr. Steven Taketa is UHWO's only "confidential resource." Regardless of your status in a case (reporter, respondent, witness), you may meet with Dr. Taketa in a confidential environment. Information provided to Dr. Taketa will not be shared with a Title IX Coordinator, unless you want him to share the information. His contact information is listed below:

Dr. Steven Taketa  
UH West O'ahu, Clinical Psychologist  
Tel: [808.689.2675](tel:808.689.2675)  
Email: [taketas@hawaii.edu](mailto:taketas@hawaii.edu)

- Confidential Advocate. For victims of domestic violence, the Domestic Violence Action Center has provided an on campus Victim's Advocate who, like the "confidential resource," is not required to share any information with the Title IX Coordinator. Her contact information is listed below:

Leilani Aguon  
Campus Survivor Advocate  
Domestic Violence Action Center  
Toll-Free Helpline: [800.690.6200](tel:800.690.6200)  
Email: [leilania@stoptheviolence.org](mailto:leilania@stoptheviolence.org)

More information regarding Title IX at UHWO can be found on the UHWO Title IX webpage (<http://www.uhwo.hawaii.edu/about-us/university-policies/title-ix/>). General questions regarding Title IX may be directed to any of the Title IX Coordinator(s) listed on the UHWO Title IX webpage or to me directly.

Mahalo for helping our campus remain a positive working and learning environment for our community.

Best regards,

Bev Baligad, J.D.  
Director of Compliance/Title IX Coordinator  
University of Hawai'i- West O'ahu  
Pronouns: she/her/hers  
(E): [bbaligad@hawaii.edu](mailto:bbaligad@hawaii.edu)  
(T): [808.689.2934](tel:808.689.2934)  
To connect via Blackboard: <http://bit.ly/baligadvoffice>

UH West O'ahu's Title IX Information. For information regarding UH West O'ahu's sex or gender-based discrimination processes or resources, please visit the UHWO Sex and Gender Based Discrimination Information Page or by emailing us directly at [uhwot9c@hawaii.edu](mailto:uhwot9c@hawaii.edu).

\*To submit a report alleging sex or gender-based discrimination, please use the following form: Discrimination Complaint Form.

[https://docs.google.com/a/hawaii.edu/forms/d/e/1FAIpQLSdrZ3WTbHPYr\\_oC7s7JzpZUOGM8Rr57JjJz1YOol1TUloN-Ehg/viewform?c=0&w=1](https://docs.google.com/a/hawaii.edu/forms/d/e/1FAIpQLSdrZ3WTbHPYr_oC7s7JzpZUOGM8Rr57JjJz1YOol1TUloN-Ehg/viewform?c=0&w=1)

UH West O'ahu's Student Code of Conduct Information. For a copy of UH West O'ahu's current Student Code of Conduct, please visit:

UHWO Student Code of Conduct.

[http://www.uhwo.hawaii.edu/default/assets/File/UHWOSTudentCode\\_2017\\_1.pdf](http://www.uhwo.hawaii.edu/default/assets/File/UHWOSTudentCode_2017_1.pdf)

\*To submit a report regarding an alleged violation of the Student Code, please visit: Student Code Online Report Form.

[https://cm.maxient.com/reportingform.php?UHWestOahu&layout\\_id=0](https://cm.maxient.com/reportingform.php?UHWestOahu&layout_id=0)