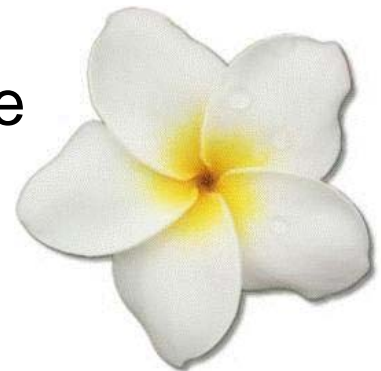


CAAC

*Looking back and
envisioning forward...*

Kapi'olani Community College
CAAC Community Retreat
July 8, 2011



2004

Academic Advising Council (AAC) was
born



...the future looks bright...



AAC 2004

- Created as a sub-committee of SSC
- One rep from each academic department, Student Services, and HIC
 - Scope: Academic advising
 - **Academic Advising Hallmarks**
 - **Student/Counselor Responsibilities**

Chair: Regina Ewing



AAC 2005-2006

- **Student Development Outcomes**

developed, clarified, voted upon, and adopted to be infused into all counseling programs across the college.

Knowledge, skills, attitudes, beliefs, values, perceptions

- **Academic Advising Hallmarks** revisited.

- **Academic Advising Plan for KCC** revisited.



No chair: Rotate facilitators based on topic

AAC 2005-2006

- AAC provides **feedback to FYE Task Force on NSO content**
- AAC members develop and deliver **training for faculty advisors at NSO.**



AAC 2006-2007

- Counselors form “grassroots” group to help address ACCJC feedback and the Acting Chancellor’s proposed reorganization plan (January, 2007)

ACCJC feedback: Hiring and Evaluation of Counselors

- Counselors plan and hold a retreat (KCC Chapel, March, 2007)

*Community, leadership, empowerment,
Counseling Standards*



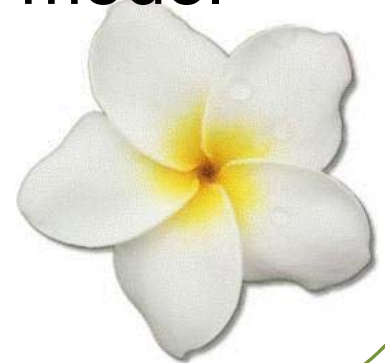
AAC 2006-2007

- Counseling group responds to written request by Acting Chancellor to present a “list of counseling issues and concerns” with the intention of forming a task force to address these concerns (April, 2007).
- Acting Chancellor addresses counselors’ issues and concerns and supports council representation on DAC and PPAC (July, 2007)



AAC 2006-2007

- AAC holds planning retreat, which Acting Chancellor attends and shares his vision for a Student Engagement and Success (SES) model (Paki Hale, July, 2007).
- AAC develops a CAAC working model (July, 2007)



AAC 2007

- AAC further develops and revises membership guidelines and working model (Aug/Sept, 2007).
- Student Services Council (SSC) votes unanimously in favor of the CAAC as proposed to the Acting Chancellor (Sept, 2007)
- AAC gains official approval from Acting Chancellor to become CAAC and CAAC Guidelines are approved (Oct, 2007).



Counseling and Academic Advising Council (CAAC)

- Representatives from each academic cluster, Student Services, and HIC.
- All faculty in counseling positions are CAAC community members.
- Scope: Broadened (**functions, professional standards, counseling plan**—as per working model)

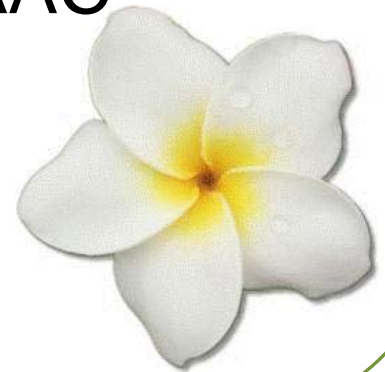


Examples of CAAC Scope

(as of 2007)

Functions

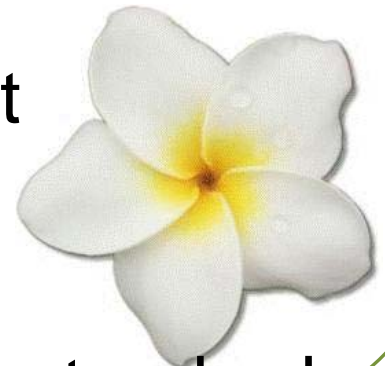
- Counseling needs of specific student populations
- Academic advising/planning technologies
 - Operationally like original AAC
 - “Task” oriented
 - Policies and procedures



Examples of CAAC Scope (as of 2007)

Professional Standards

- Hiring (i.e. counselor position description)
- Evaluation (i.e. contract renewal, tenure, promotion)
 - Roles, responsibilities, ethics
 - Training
 - Professional development
 - Workload
- Incorporation of national trends and standards



Examples of CAAC Scope (as of 2007)

Counseling & Academic Advising Plan

- Research and best practices
- Student counseling needs assessment
 - SDO implementation
- Student Engagement and Success (SES) Model

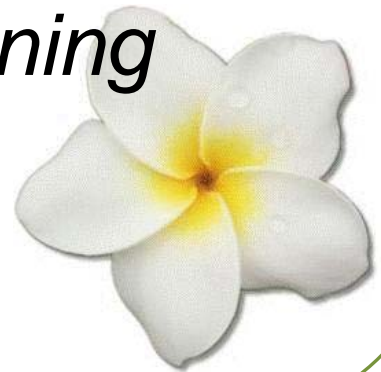


CAAC 2007-2008

Processes:

- ✓ *Learning*
- ✓ *“Letting go”*
- ✓ *Taking risks*
- ✓ *Identity formation*
- ✓ *Shared and created meaning*

Chair: Kristie Malterre



CAAC 2007-2008

- **CAAC Implementation and Development Areas Model**
 - **CAAC Working Model**
- **CAAC Relationship with DOSS/VCSS Model**
 - **CAAC and CAAC Guidelines**

further developed, officially approved by SSC and Acting Chancellor.



CAAC 2007-2008

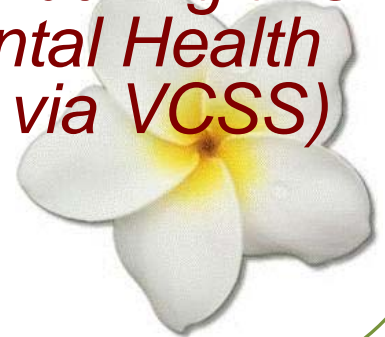
- **Drafted Concerns/Suggestions Regarding:**
 - ✓ Printed KCC Catalog
 - ✓ Printed Registration Information for Students
- **Overview of STAR and its use in advising.**
(Cynthia Kimura)



CAAC 2007-2008

- Created working subcommittees formed around the CAAC working model focus areas:
 - ✓ **Counseling Plan/Framework**
(formerly SES plan)
 - ✓ **Professional Standards**
 - ✓ **Mental Health**

(Mental Health subcommittee evolved during this year to subcommittee to address Mental Health Services Referral to UHM—assigned via VCSS)



CAAC 2007-2008

- **Counseling Plan/Framework**

developed, shared, feedback solicited from CAAC
Community

*(Ho'olaulima Subcommittee-formerly Counseling Plan
Subcommittee)*

- **Counselor Evaluation for Students**

Common form examined

(Professional Standards Subcommittee)

- **Counseling Standards of Practice**

document begins development

(Professional Standards Subcommittee)



CAAC 2008-2009

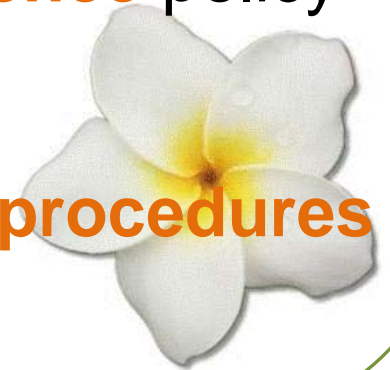
- **Counseling Plan/Framework** finalized and adopted by CAAC Community
(Ho'olaulima Subcommittee)
- **Mental Health & Wellness Fair**
(Mental Health Subcommittee)
- Discussion regarding the need for standardized **assessment** strategies to measure SDOs.
 - Facilitated input regarding the **campus reorganization** and its impact on counselors.

Chair: Sheryl Fuchino-Nishida



CAAC 2008-2009

- Worked on **improving communication** between CAAC and the counseling community, and improving counselor awareness of issues being brought forth in Faculty Senate, PPAC, and DAC meetings.
- Worked with CELTT on the migration of CAAC information from MyGroups to Quill.
- Discussion on possible **Leave of Absence** policy for students.
- Request to Chancellor to reaffirm **DPC procedures** for counselors.



CAAC 2009-2010

- **Counseling Standards of Practice**
document edited and begins endorsement process
(Professional Standards Subcommittee)
- **Counselor Hiring Standards**
document completed
(Professional Standards Subcommittee)
- **Crisis and Non-Crisis Procedures**
(Consultation and Referral Group (CRG))
- **CAAC Laulima site** established

Chair: Wes Maekawa



CAAC 2009-2010

- **Professional Development Subcommittee** established
- **Mental Health & Wellness Fair**
(Mental Health Subcommittee)
- **Counselor Connections Fair**
(Mental Health Subcommittee)



CAAC 2010-2011

- **Counseling Standards of Practice**

document further edited and eventually endorsed by
CAAC, VCAC, Faculty Senate

(Professional Standards Subcommittee)

- **Academic Advising Syllabus**

document completed and endorsed

(Professional Standards Subcommittee)

- **Staffed “Counselor Connection” Tent**

first week of Fall and Spring semesters

Chair: Michaelyn Nakoa



CAAC 2010-2011

- **Mental Health and Wellness Fair**
(Mental Health and Wellness Subcommittee)

- **Counselor Retreats**

Four retreats held throughout the year to re-evaluate and re-structure CAAC

- **Counselor Evaluation for Students**

completed and adopted



CAAC 2010-2011

- **Counseling Reorganization**

Facilitated discussion between CAAC Community and Administration and proposed recommendations for implementation to Administration.

- **Proposed SSC reinstatement**

(resulted in VCSS Student Affairs meetings to be held on regular basis)

- **Counseling Hiring Standards**

endorsed, and administration uses these standards in the posting/hiring of seven job positions.



CAAC

*Mahalo, CAAC Community...
We've come a long way...*

*How can we best continue to
move forward together and into
our shared future?*

