

## 2016 KCC Counselor Academy (Day One)

**Date:** Friday, February 19, 2016

**Place:** 'Iliahi 231 - 'Imiloa Studio

**Facilitator:** Michaelyn Nakoa (a.m.) and Wes Maekawa (p.m.)

<b>Time</b>	<b>Topic</b>	<b>Presenter</b>
8:00 a.m. – 8:15 a.m.	<b>Check In</b>	Michaelyn Nakoa
8:15 a.m. – 8:30 a.m.	<b>Welcome/Introduction</b>	Michaelyn Nakoa
8:30 a.m. – 10:15 a.m.	<b>Counseling Discipline: Role and History at KCC</b> <ol style="list-style-type: none"> <li>1. Counseling Philosophy</li> <li>2. Community/Team Building</li> <li>3. Counseling &amp; Academic Advising Council</li> <li>4. Counseling Standards of Practice</li> <li>5. eCommunication Procedures for Online Advising</li> <li>6. Counseling Organization Chart (and Academic Programs)</li> </ol>	Sheryl Fuchino-Nishida Wes Maekawa Michaelyn Nakoa Cathy Wehrman
10:15 a.m. – 10:30 a.m.	<b>BREAK</b>	
10:30 a.m. – 11:30 a.m.	<b>Counseling Discipline: Role and History at KCC (continued)</b>	
10:30-10:55am	7. Counselor role in procedures relating to <b>Academic Grievance</b>	7. Patricia O'Hagan
10:55-11:15am	8. Counselor role in procedures relating to <b>Family Educational Rights and Privacy Act (FERPA)</b>	8. Wes Maekawa
11:15-11:30am	9. <b>Counseling Resources</b>	9. Wes Maekawa

11:30 a.m. - 12:30 p.m.	LUNCH BREAK (on your own)	
12:45 p.m. - 1:00 p.m.	Campus Tour Stop #1: <b>Kuilei Program</b> 'Iliahi Building, Room 128	Sheldon Tawata
1:00 p.m. - 1:15 p.m.	Campus Tour Stop #2: <b>Transfer Year Experience (TYE) Program</b> 'Iliahi Building, Room 127	Cory Ando
1:15 p.m. - 1:30 p.m.	Campus Tour Stop #3: <b>First Year Experience (FYE) Program</b> 'Iliahi Building, Room 125	LaVaché Scanlan
1:30 p.m. - 1:35 p.m.	Walk	
1:30 p.m. - 1:50 p.m.	Campus Tour Stop #4: <b>Honda International Center</b> 'Iliahi Building, Room 107	Lani Suzuki-Severa Mimi Yen
1:50 p.m. - 1:55 p.m.	Walk	
1:55 p.m. - 2:15 p.m.	Campus Tour Stop #5: <b>Military Veterans Program</b> 'Iliahi Building, Room 112	Flo Abara
2:15 p.m. - 2:20 p.m.	Walk	
2:20 p.m. - 2:30 p.m.	Campus Tour Stop #6: <b>Mental Health &amp; Wellness Program</b> 'Iliahi Building, Room 113	Lori Ferreira

2:30 p.m. – 2:50 p.m.	Campus Tour Stop #7: <b>TRIO Office</b> ‘Iliahi Building, Room 113	Brandon Chun
2:50 p.m. – 2:55 p.m.	Walk	
2:55 p.m. – 3:15 p.m.	Campus Tour Stop #8: <b>Single Parents &amp; Homemakers Program</b> ‘Iliahi Building, Room 201	Cathy Wehrman
3:15 p.m. – 4:15 p.m.	Campus Tour Stop #9: <b>Kekaulike Information and Service Center (KISC)</b> ‘Ilima Building, Room 202-B/C  3:15pm – 3:25pm: Visit to KISC (in ‘Ilima 102) 3:45pm – 3:55pm: Admissions & Records 3:55pm – 4:05pm: Financial Aid 4:05pm – 4:15pm: Graduation	Jeri Enokawa  Jennifer Bradley  Merrissa Brechtel
3:30 p.m. – 3:45 p.m.	<b>Counseling Discipline: Role and History at KCC (continued)</b> ‘Ilima Building, Room 202-B/C  Counselor role in procedures relating to <b>Student Conduct</b>	Brenda Ivelisse
3:55 p.m. – 4:25 p.m.	<b>Closing/Review of the Day</b> ‘Ilima Building, Room 202-B/C	Wes Maekawa

## **2016 KCC Counselor Academy (Day Two)**

**Date:** Friday, February 26, 2016

**Place:** 'Iliahi 231 - 'Imiloa Studio

**Facilitator:** Regina Ewing

<b>Time</b>	<b>Topic (and Place)</b>	<b>Presenter</b>
8:30 a.m. - 9:30 a.m.	<b>KCC Catalog</b>	Michaelyn Nako Wes Maekawa
9:30 a.m. - 10:00 a.m.	<b>Academic Advising Basics I:</b> 1. Academic Advising 2. Academic Programs	Sheryl Fuchino-Nishida Lori Maehara Lori Sakaguchi Crystalyn Hottenstein
10:00 a.m. - 10:30 a.m.	<b>Academic Advising Basics II:</b> STAR	Cynthia Kimura
10:30 a.m. - 10:45 a.m.	BREAK	
10:45 a.m. - 11:15 a.m.	<b>Student Affairs Assessment</b>	Kristie Malterre Lani Suzuki-Severa
11:15 a.m. - 12:00 p.m.	<b>Contract Renewal Tenure &amp; Promotion Peer Evaluations</b>	Leigh Dooley
12:00 p.m. - 1:30 p.m.	<b>LUNCH BREAK (Potluck)</b>  Kōpiko 209	Hosted by CAAC Professional Development Committee
1:30 p.m. - 1:50p.m.	Campus Tour Stop #1: <b>Disability Support Services Office</b> 'Ilima Building, Room 107	Joselyn Yoshimura
1:50 p.m.- 1:55 p.m.	Walk	

1:55 p.m. – 2:00 p.m.	Campus Tour Stop #2: <b>Maida Kamber Center for Career Exploration, Transfer and Graduation Services</b> ‘Ilima Building, Room 104	Regina Ewing (on behalf of Amy Cook)
2:00 p.m. – 2:05 p.m.	Walk	
2:05 p.m. – 2:20 p.m.	Campus Tour Stop #3: <b>Kūlia ma Kapi‘olani (Native Hawaiian Career &amp; Technical Education Project)</b> Mānele Building	Rona Kekauoha
2:20 p.m. – 2:35 p.m.	Campus Tour Stop #4: <b>Kapo‘oloku Program (Native Hawaiian Student Success)</b> Mānele Building	Michaelyn Nakoa
2:35 p.m. – 3:10 p.m.	<b>Reflections/Questions and Answers</b> Mānele Building	Regina Ewing