

Subject: This Week at UH West O'ahu - Week of Aug. 3, 2020
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A BULLETIN FOR UH WEST O'AHU FACULTY AND STAFF
This Week at UH West O'ahu
Week of Aug. 3, 2020

Return-to-Campus Information from Chancellor Benham - Bulletin No. 12

Aloha mai UH West O'ahu 'Ohana!

Our theme for the first week of August is **'Umia ka hanu! Ho'okahi ka umauma ke kīpo'ohiwi i ke kīpo'ohiwi. Hold your breath! Be of one great chest (standing) shoulder to shoulder. We will persevere by moving forward together!**

REMINDERS: As we prepare for our fall 2020 semester there are several reminders:

- Calendar our **Fall 2020 Convocation, Wednesday August 19, 8:30 a.m. to 10 a.m.**, Zoom and in-person by invitation
- **Our campus is open only to employees and students.** While you are on campus you must wear identification, which is your [UHWO ID card](#) preferably on a lanyard or pinned to your clothing.
- **Our daily Health Check-in App** is currently being tested by a diverse group of UHWO employees. **It will be launched very soon!**

PREPARING OUR CAMPUS:

We have been working diligently to prepare our campus for our fall semester on hybrid classes. To learn more about our preparations please go to our [COVID-19 website](#). There you can review our updated [interim COVID Guidelines](#), overview how to [prepare for fall on-campus](#), and soon a comprehensive list of FAQs will be posted for employees and students.

We have also launched our **Pueo Safety Promise**. We are asking all employees, students, and visitors to respect this promise as we work together, be responsible together to keep our campus community safe and strong.

The Pueo Safety Promise. I WILL

- **Stay home if my temperature is higher than 100.4 or if I have been in close contact with a suspected or confirmed case.**
- **Submit the UHWO Health APP/Web-Survey prior to coming to campus.**
- **Wear a face covering, maintain safe physical distance, and practice good handwashing hygiene when on campus or doing university business.**
- **Remain informed about health and safety guidelines and take steps to protect our campus staff, faculty, students, and guests.**
- **Be kind and compassionate, caring for the well-being of our campus community.**

If you are feeling ill, are being tested, or have tested positive please follow these directions:

STAY HOME if you have tested positive for COVID-19. Do not return to campus until you have been cleared to return by the Hawai'i State Department of Health (DOH) and/or your Primary Healthcare Professional (PHP). Call the **UHWO hotline*** (689-2525) we will assist you to manage your workload/course load.

All employees and students who are working on campus or attending classes on campus should follow these steps:

- STAY HOME if you have ANY symptoms, including one or more of the following: cough, shortness of breath or

difficulty breathing, fever, chills, repeated shaking with chills, runny nose or new sinus congestion, muscle pain, headache, sore throat, fatigue, new GI symptoms, or new loss of taste or smell.

- Employee: Call the **UHWO hotline* (689-2525)** and contact your supervisor of your planned absence or if you can continue to work remotely.
- Student: Call the **UHWO hotline* (689-2525)** and contact your academic adviser and instructor(s) of your planned absence. Continue your classes online.
- Contact your PHP/primary health care provider and self-isolate until cleared by your health provider. If your PHP recommends a COVID Test, STAY HOME until cleared to return to campus.
- Once you have been cleared to return to work/return to classes by the Hawai'i DOH and your PHP:
 - Employee: Send your clearance documents to covidwo@hawaii.edu and contact your supervisor. Your case will be reviewed and clearance will come from the appropriate campus executive.
 - Student: Send your clearance documents to covidwo@hawaii.edu and contact your academic adviser and instructor(s). Your case will be reviewed and clearance to resume on-campus classes will come from the VC of Student Affairs.

All employees or students who are not working on-campus or not attending classes on campus should follow these steps:

- If you have ANY symptoms, including one or more of the following: cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, runny nose or new sinus congestion, muscle pain, headache, sore throat, fatigue, new GI symptoms, or new loss of taste or smell, CALL your PHP.
- DO NOT come to campus.
- There is no reason to alert campus unless you have been on campus.

In these difficult times, we anticipate negative reports. Please know that notification of an exposure or positive case is handled by the UHWO COVID Response Team. The team works with the Hawai'i Department of Health. Only they can officially notify those who may have come into contact with a confirmed infected individual. The Department of Health is responsible for the state's pandemic response and is following a test-trace-isolate strategy, which includes testing those who show symptoms or may have come into close contact with an infected person, isolating those who test positive, contacting everyone who may have been exposed, and continuing to test and isolate.

Again, if you have been in contact with someone who tests positive, you will be contacted by the Department of Health. If an employee or student tells you that they have COVID-19 or that they have been in close contact with someone who has it, refer them to the **UHWO hotline* (689-2525)** and/or email covidwo@hawaii.edu. Please remember that UH strictly follows all privacy and confidentiality laws, including the [Health Insurance Portability and Accountability Act \(HIPAA\)](#) and the [Family Educational Rights and Privacy Act \(FERPA\)](#), and will not disclose any personal information.

Finally, it is important to remain calm and not engage in discussing the situation with others outside of the reporting chain. We know that everyone is coming from a place of care and concern for our public health, but we need to respect the privacy and dignity of the individual(s) involved. Referral to appropriate resources is the best action we can take for the health of our community.

Our August 10 and August 17 Bulletins will include an overview of what you need to know as we welcome employees and students back to the UH West O'ahu campus.

Approaching our Budget

Here is a quick review of the fundamental documents and on-going processes that campus leadership is using:

- [UHWO Strategic Action Plan](#) (see [Impact Strategies](#) for Phase II)
- [RP 4.201](#), [RP 4.202](#), and [RP 4.203](#)
- Multi-Year Planning Process (Fall 2019) -- see the "Wall"
- UH-S President's "Post-Pandemic Hawai'i and the U of Hawai'i", and UH Officers Budget Planning Meeting Notes
- Current IR and Enrollment data (weekly), Data from [IRAOP/MAAPS](#)
- Data from OVP Finance, Data scans of Hawaii economic/jobs
- On-going unit discussions:
 1. OVCAA Academic Prioritization with DCs/Faculty beginning August 17 (faculty senate executive committee has been in the discussions)
 2. OVCA focused discussion on buildings/facilities, streamlined efforts re HR procedures, improved auditing of internal business office transactions

3. OVCSA Operational discussions but focus on recruitment/retention

Here is an overview of the Chancellor's three-pronged approach, which is evolving and becoming more focused and concrete with every discussion:

- **Student Investment/Enrollment:**
 - Continued support and partnership with **EAB for FY21** -- strengthened recruitment of Hawai'i's high school students to UHWO through strategic partnership with DOE and Privates and Independents.
 - Strengthened **high-touch with high school counselors (Hawai'i State Department of Education and private schools)** + students/families in partnership with Hawai'i P-20/FAFSA focus.
 - Strengthened **Career 'Auwai** (K12 to HiEd to Career) with partners Hawai'i State Department of Education, Kamehameha Schools, Campbell, Castle, Kapolei Chamber of Commerce, Ko 'Olina, Hawaii Tourism Authority, and affiliates.
 - Continued targeted support of **student development/leadership to impact persistence to graduation** in partnership with funders.
 - Strengthened **development of career-focused micro-credentials for returning adults** in partnership with Kapolei Chamber of Commerce and other business partners.
- **Investment in Key Academic Programs:**
 - **Strategic hiring faculty/staff** – currently a freeze on positions.
 - **Academic Prioritization Process:** Identify key target programs that seeds Hawai'i's growth/recovery, identify merging programs, identify sunseting programs, critical review of workload, strengthened strategic scheduling (online and hybrid course offerings with limited face-to-face)
 - Support for **strategic program extramural funding**
 - Support for **scholarships/endowments/enrichment funds**.
- **Investment in strategic budgeting** (includes short-term but is primarily focused on long-range planning that serves a future vision for UH West O'ahu)
 - **Planning, budgeting and forecasting** work to help us achieve financial prosperity.
 - Examine our critical operational needs
 - Plan RM over a five-year period.
 - Determine Revenue Generation actions.

Please check back as more information about the budget will be shared. Additionally, a high-level overview will be presented at our Fall Convocation on August 19.

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. Among the announcements and resources UH recently shared:

- July 29: [Web page helps out-of-state UH students navigate modified quarantine program](#)
- July 27: [Update on daily health check-in app for UH](#)

Monthly Mental Health Moment – Bystander Effect

Clinical psychologists Dr. Steven Taketa and Dr. Analu Sing, with the [Mental Health Clinic at UH West O'ahu](#), will offer monthly mental health tips to students, faculty, and staff to cope through COVID-19 and these trying times:

Social media has allowed people to connect with others, post pictures of the most delicious foods, and many of us have secretly watched hours of funny cat videos. But this online platform has also been used to express and share information that can be harmful and traumatizing. The bystander effect is a concept that refers to the human tendency to be less likely to get help for someone in need as more bystanders observe a tragedy.

If you see something that is potentially harmful in person or online, don't assume that someone else has called for help. Identify the potential threat of harm and become an "upstander" by contacting an appropriate authority. If you do not know who to contact, and danger is not imminent, contact the Mental Health Clinic at UH West O'ahu for assistance. Email uhwotalk@hawaii.edu. In emergency situations, call 911.

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.

"GES" (Just) cope with challenging times, says Larry Andres, Assistant Faculty Specialist and Academic Advisor at UH West O'ahu:

G: Go with the flow. This late baby boomer is adjusting to Zoom, Camtasia, texting, and being attached daily to my Mac and iPhone. I am truly challenged as an advisor to be clear, succinct, and especially caring in my student interaction and responses!

E: Embrace daily routine with creativity.

- Up at 5:30 a.m., watering garden and off to my daily walk in beautiful Mililani.
- 8 a.m. — Check and respond to student emails, do student advising appointments and orientations, join Zoom committee meetings, etc.
- 5 p.m. — I actually am learning to cook and my wife is a gracious recipient!
- 8 p.m. — Light reading, Internet surfing, listening to music, and cruising in the back patio enjoying the quiet, cool breeze, and gazing at stars.
- Zzzzzzz by 11 p.m.

S: Surround myself in nature. Yes, I have been gardening and the weeds are not a foot tall anymore. I practice the art of Bonsai in the evening. It relaxes my mind, body, and soul. Plants don't talk back and they are super listeners. I would like to encourage you to not forget to "smell da pikake or plumeria" and immerse yourself in nature!



Photo courtesy of Larry Andres

August 2020 anniversaries

The University of Hawai'i celebrates [August 2020 faculty and staff anniversaries](#), including UH West O'ahu's Richard Jones, Associate Professor; Kawena Komeiji, Librarian; Keith Sakuda, Associate Professor; and Kyra Takeuchi, Instructional and Student Support. All four are celebrating their 10-year anniversaries. Congratulations!

Annual campus IT inventory, Aug. 3-14

UH West O'ahu IT will be performing the campus annual inventory of all IT equipment Aug. 3 to 14. In order to complete this inventory, they will need to go into your offices to scan the bar code tags. To save time, they will also be checking your desktop computers for any software patches or updates that are critical to the security of your computer. Please email therese@hawaii.edu if you have any questions or issues.

Power outage scheduled for Administration and Health Science Building, Aug. 8

There will be an electrical power outage scheduled for the Administration and Health Science Building, 7 a.m. to 4 p.m. on Saturday, Aug. 8. The outage is necessary to tie in the new photovoltaic system into the building's electrical infrastructure. If you have any questions, please contact the project manager at 689-2543.

PIKO Outdoor Learning Space structure installation

The steel structure and trellis for the PIKO Outdoor Learning Space will be installed through Aug. 14 (installation began July 29) and there may be heavy noise-generating work associated with the construction. Thank you for your understanding and patience.

Also, multiple construction deliveries continue for the project. When there are deliveries, please expect temporary disruptions to pedestrian access at the roundabout and entry ramp. 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.

Rail stations update

Images courtesy of Nan, Inc.:



An artist's visualization of the Honouliuli (Ho'opili) Station.



An artist's visualization of the Kualaka'i (East Kapolei) Station.

Distance Learning Tip of the Week – Create playlists on YouTube

Get your YouTube clips in order for next semester by creating playlists! When signed into your UH account, access YouTube through the Google Apps menu grid next to your profile picture. Once on YouTube, click your profile pic to reveal the dropdown menu to [Create a New Channel](#). This allows you to save videos and [Create Playlists](#), making it easy to group clips for your courses.

News from E Kamakani Hou



[UH West O'ahu professor's articles published in Journal of World Philosophies](#) - [Dr. Li-Hsiang Lisa Rosenlee](#), a professor of [Philosophy](#) at the University of Hawai'i–West O'ahu, published two articles in the Journal of World Philosophies entitled, "A Revisionist History of Philosophy" and "Response."

[UH West O'ahu officials share COVID-19 response, fall reopening in Zoom interview](#) - University of Hawai'i–West O'ahu Chancellor Maenette Benham and campus officials gathered on July 24 via Zoom for a [Q&A session](#) to share how UH West O'ahu has been impacted by COVID-19 and what steps are being taken for the Aug. 24 [reopening of the campus](#). UH West O'ahu's focus continues to be the health and wellness of students, faculty, and staff.

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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