

Spring 2024 Grades Due Online via MyUH Faculty Services

POT Code	Description	Start Date	End Date	Grades DUE
5A	1st 5 weeks	1/8/2024	2/9/2024	2/11/2024
6A	1st 6 weeks	1/8/2024	2/16/2024	2/18/2024
8A	1st 8 weeks	1/8/2024	3/1/2024	3/3/2024
5B	2nd 5 weeks	2/12/2024	3/15/2024	3/17/2024
XA	1st 10 weeks	1/8/2024	3/15/2024	3/17/2024
6B	2nd 6 weeks	2/20/2024	4/5/2024	4/7/2024
5C	3rd 5 weeks	3/25/2024	4/26/2024	4/28/2024
D53	DL Programs 3rd 5 wks	3/25/2024	4/26/2024	4/28/2024
8B	2nd 8 weeks	3/4/2024	5/3/2024	5/5/2024
1	16 Weeks Full Term	1/8/2024	5/10/2024	Tuesday, 5/14/2024 at 8:00AM (HST)

Note: Grades for classes in all modular parts-of-term are due Sunday 11:59pm (HST) following the last day of instruction.

Let's keep up the 100% Grade Entry, KCC Faculty! Late grades negatively impact pre-requisites, transfer credits, Financial Aid satisfactory academic progress, VA certification, employment verification, and awarding of degrees/certificates. Thank you!



Questions?

Contact: Jerilynn L. Enokawa, Registrar
(808) 734-9899, 'Ilima 102, jilorenz@hawaii.edu

WELLNESS FAIR

FRIDAY, FEBRUARY 9, 2024

WINDWARD CC



In celebration of 2024 and new beginnings, The Wo Champions, Generation XV invites you to ***Malama Yourself*** and ***Build Pilina*** as we enjoy a day of relaxation, reflection, and rejuvenation together!

SCHEDULED EVENTS

- Keynote Speaker
- Wellness Workshops
- Talk Story Sessions
- Food & Refreshments

Limited Inter-island travel funding available. First come, first served! RSVP to submit a request!

RSVP: rb.gy/by4zpx

Questions?

Eric San George: esg4@hawaii.edu

Maegen Walker: maegenw@hawaii.edu

Lisamarie Bensman: bensman@hawaii.edu





RESEARCH INTENSIVE

class designation

APPLY IN
SPRING 2024



DOES YOUR COURSE INCLUDE URE?

Undergraduate Research Experience (URE) projects utilize approaches, methods, and analyses that are appropriate to the discipline, such as—but not limited to—the scientific method, engineering design process, statistical analysis, creative scholarship, and literature research methodologies.

UREs provide students with hands-on research experience and facilitate the development of essential workplace and life-long learning skills such as collaboration, problem-solving, critical thinking, creative thinking, and communication.

If you incorporate research methods in your course to provide your students with a meaningful URE, consider applying for the Research Intensive (RI) designation in Spring 2024!

Application Deadline
Friday, January 19, 2024

QUESTIONS?
Maegen Walker (maegenw@hawaii.edu)
Li-Anne Delavega (ldelaveg@hawaii.edu)

Faculty Benefits

- Course Enrollment Cap
 - Instructional Courses: **20 max**
 - Lab Courses: **12 max**
- KapCC Specific Course Designation
- Provide students with hands-on research experience
- Engage with the campus community
- Collaborate with other research faculty
- Opportunities for future support



Student Benefits

- Explore a variety of research approaches
- Gain valuable training and skills
 - Critical thinking
 - Creative thinking
 - Problem solving
 - Time management
- Build confidence and self-efficacy
- Prepare for continuing education or workforce entry

VISIT THE RI WEBSITE FOR MORE DETAILS!





**Students Want
To be on Campus**
more than we might think...

THEN WHY AREN'T IN PERSON CLASSES FILLING QUICKLY?!

STUDENTS WANT TO BE ON CAMPUS

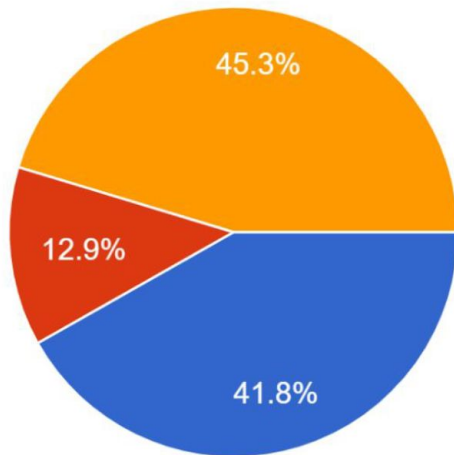
more than we might think...

SPRING 2024 ALL INCOMING STUDENTS (N = 702, as of 1.2.2024)

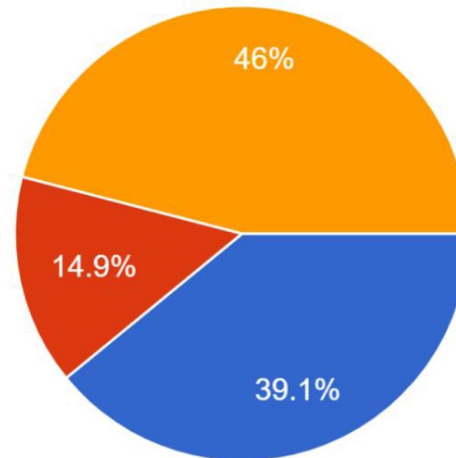
How do you want to study/learn?

- In Person in a classroom (weekly face to face meetings with your teacher and classmates)
- Online via Zoom (weekly online meetings with your teacher and classmates)
- Online on a website (no scheduled meetings as a class, NOT self-paced, but can study anytime of day)

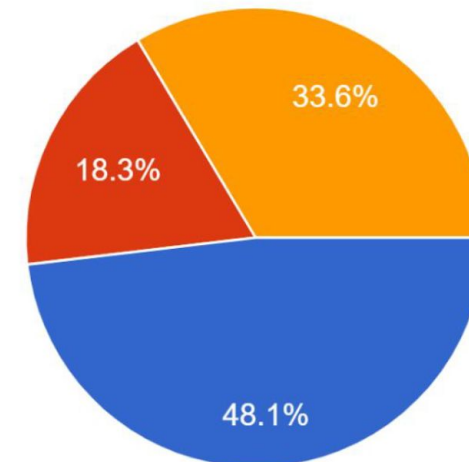
Transfer Students (n=311)



Returning Students (n = 87)



First-Time Students (n = 268)



Then Why Aren't In Person Classes Filling Quickly? (Part 1)

Students can register for **Online** classes *immediately* once they are accepted*

Registering for **Standard-In Person** and **Hybrid** requires the following:

- TB (within a year, signed off by a U.S. licensed medical practitioner at a medical facility within the United States)
- MMR (2 shots, must wait 1 month before 2nd shot, cannot be blood titer)
- TDaP (not the same as DTaP required by DOE, cannot be before 2005)
- Varicella (2 shots, must wait 1 month before 2nd shot, cannot be blood titer)
- Must submit all documents through a third party website**
- Takes 2~4 business days for processing, may take longer if documents are not from within the United States

* first time students have a New Student Orientation hold **Students can no longer submit documents directly to their campus

Then Why Aren't In Person Classes Filling Quickly? (Part 2)

#1: There aren't much options

- Some F2F sections are only offered on certain days (i.e. only TR, not MW)
- Many F2F sections have overlapping days/times (i.e. time conflict)

#2: Students shop around

- If students cannot find all of the F2F they want at KapCC, they register elsewhere so they do not have to travel to multiple campuses
- Some students go as far as to changing their major if all of the courses are not offered in person

Transfer to UH Mānoa via the Ka'ie'ie Program

Spring 2024 Virtual Workshops:

Wed. Jan. 24 at 10:45 - 11:45 am

Thur. Feb. 22 at 12:15 - 1:15 pm

Mon. Mar. 11 at 12:15 - 1:15 pm

Thur. Mar. 28 at 1:45 - 2:45 pm

Part of the Secrets of Success
(S.O.S.) Transfer Series

<https://guides.library.kapiolani.hawaii.edu/sos/>

<https://hawaii.zoom.us/j/97737793654>

Passcode: Transfer

Questions?

Contact: Shauna Sibonga
shaunaks@hawaii.edu



Presented by the Maida Kamber Center
Secrets of Success Transfer Series

Make a Plan for Your Transfer to a Four-Year College/University

Spring 2024 Workshops

- Tue. Feb. 6 at 10:45 - 11:45 am in Lama Library, Room 118
- Mon. Mar. 4 at 12:15 - 1:15 pm in Zoom

Join Zoom: <https://hawaii.zoom.us/j/98188823732> Passcode: Transfer

- Wed. Mar. 27 at 10:45 - 11:45 am in Lama Library, Room 118
- Tue. Apr. 23 at 12:15 - 1:15 pm in Lama Library, Room 118

This workshop is for students interested in transferring to a four-year college or university, either within the UH System (UH Hilo, UH Mānoa, UH Maui College, UH West O'ahu) or outside the UH System. Students will learn about the transfer process, explore resources, and engage in developing a transfer action plan.



SOS WORKSHOPS

<http://sos.kapiolani.hawaii.edu/>

IN-PERSON, LIVE & RECORDED ZOOM SESSIONS

- STUDENT SUCCESS
- Library Resources
- Technology
- Transfer Information
- Natural Disaster Preparedness
- and More...

SPRING Semester | 2024

Recharge
your work week

VIA THE
CELTT & CERENE

*Power
Hour*



**SPRING
2024
REGISTRATION**

⚡ Power Hour ⚡ is a fantastic way for any member of our KCC community to dedicate time to making progress toward a goal! This low-pressure **accountability group** meets **Wednesdays 8:00-9:00am** via **Zoom** for an hour of uninterrupted, focused, writing time (or time to lesson plan, grade, or accomplish anything else that warrants your undivided attention). It's an opportunity to jump-start your hump day with a focused boost of productivity!



Register to join us!

bit.ly/powerhour2024



Pō'aluā Pancakes was a hit!!!

We're at it again in Spring.

Please sign up to FLIP pancakes at

<http://tinyurl.com/spring2024FLIPPERS>



Resources

One of our goals is to connect students to resources. In order to make this worthwhile for programs, resources and students, we will consolidate the resource days to once a month!

If you would like to sign up to share your programs, resources or other information with students, please sign up for a resource table at this link.

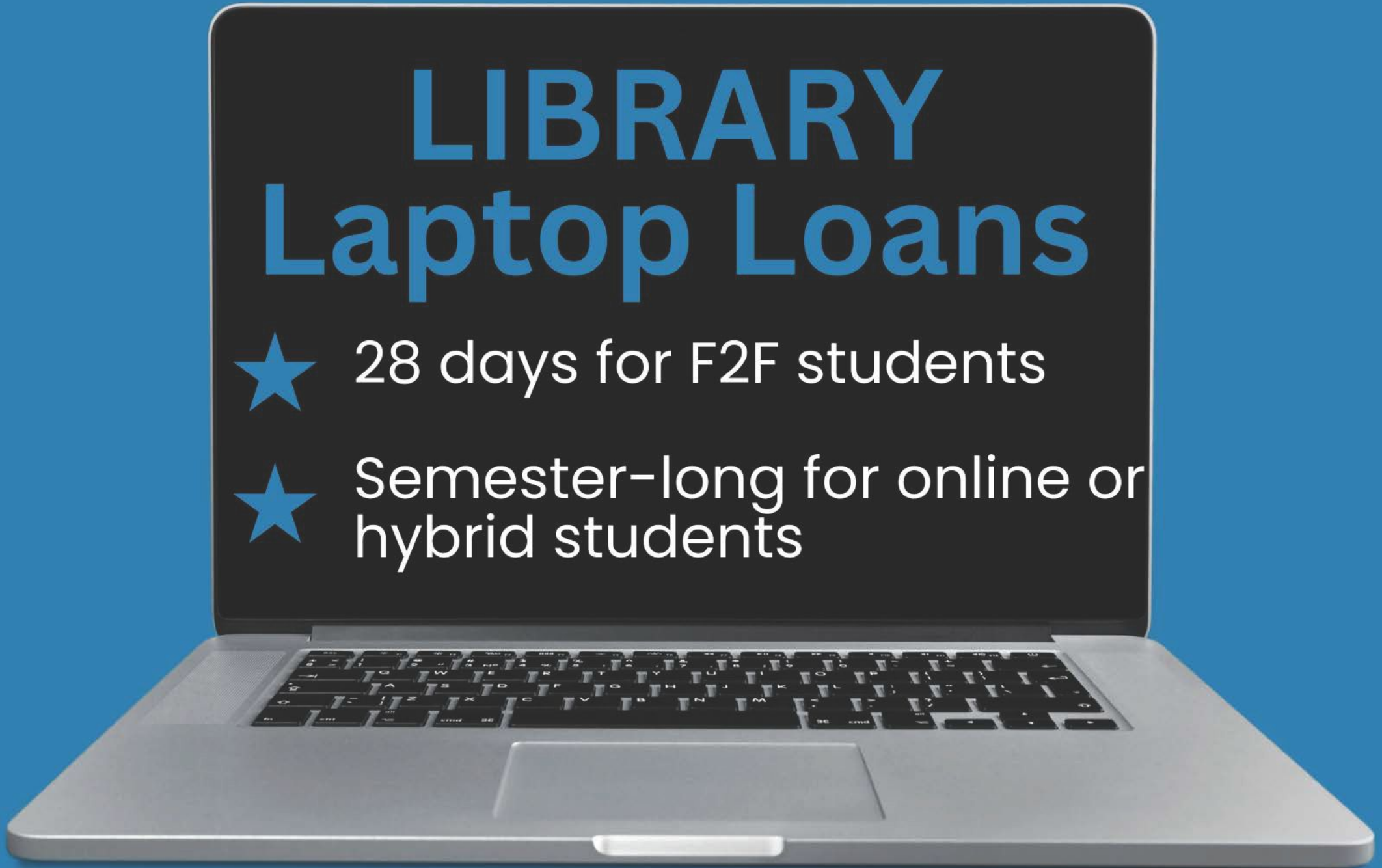
<http://tinyurl.com/spring2024resources>



Questions? Contact Michaelyn at mnakoa@hawaii.edu

LIBRARY Laptop Loans

- ★ 28 days for F2F students
- ★ Semester-long for online or hybrid students



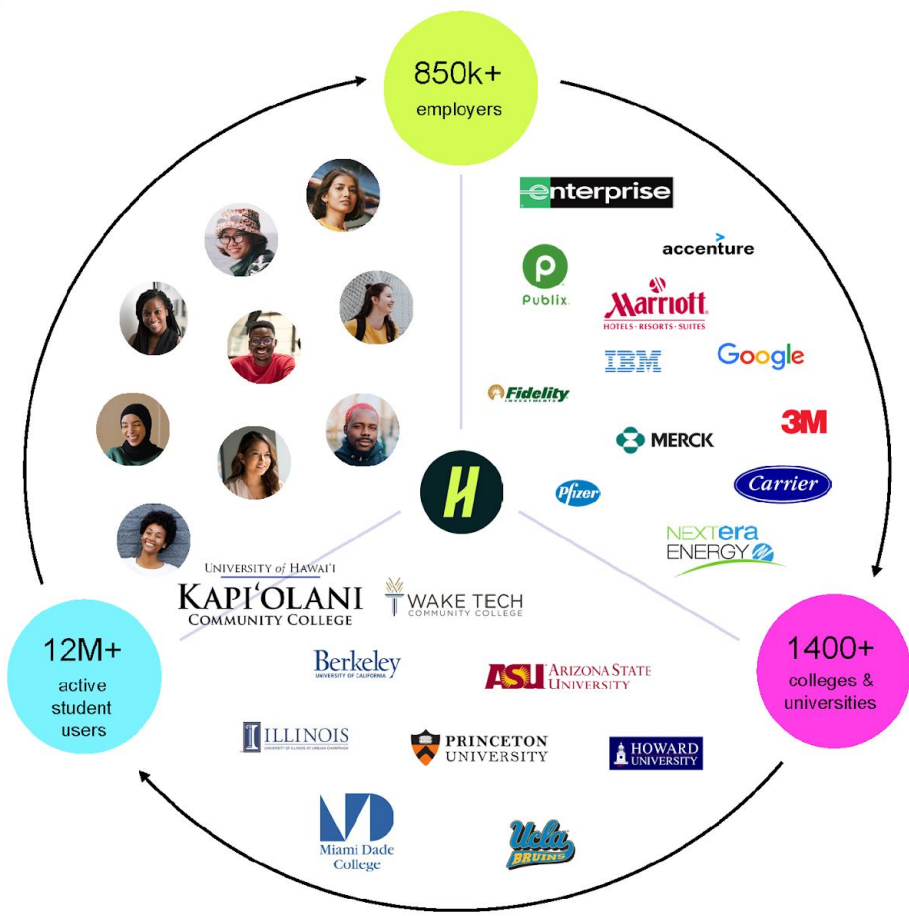
Handshake at the University of Hawai'i Community Colleges

An online career and jobs database
funded through a multi-campus
Perkins Grant



<https://uhcc.joinhandshake.com>

Handshake is partnered with schools and employers from across the country... and right here at home!



Get students career -ready, all in one place!



Job Postings



Employer
Network



Employer
Messaging



Interviews
& Info Chats



Peer-to-Peer
Messaging



Experiential
Learning



Events &
Career Fairs



Virtual Recruiting



Company
Reviews



Career Profile



First Destination
Survey

<https://uhcc.joinhandshake.com>

Handshake

Handshake at the UHCCs

- Over 18,000 students uploaded from Kapiʻolani CC, Hawaiʻi CC, and UH Maui College
- 250+ current employers in the state of Hawaiʻi
- Over 330 jobs currently posted statewide
- Employers and students start at

<https://uhcc.joinhandshake.com/login>

For assistance, contact careerlk@hawaii.edu (UH Maui College CareerLink)

Handshake

The background features a light beige color with decorative elements: a pinkish-red watercolor wash in the top left, a yellow watercolor wash in the top right, and grey botanical leaf illustrations on the right side. A circular graphic with horizontal lines is partially visible behind the text.

*Ka'au Program for
Student Mental Health
& Wellness*



Our Mission

To help students feel and do better in school AND life by supporting their mental, emotional and spiritual health; and by teaching the campus community skills to support resilience & well-being.



Our Team at Ka'au Program



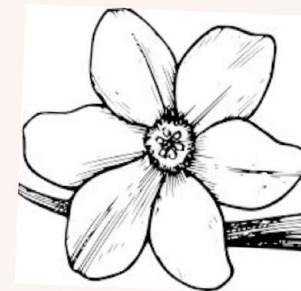
Brooke Conway

Wellness Counselor
Assistant Professor



Frances Hokama

Administrative Support



Vacant

Licensed Mental Health
Professional

Services We **Do** Offer

01

Individual Wellness Consults & Planning

Brief assessment of holistic wellness needs & co-create a plan of action

03

Resiliency Skills

Teaching wellness skills to make us a more trauma- and resiliency-informed community



02

Linkage & Referral

What we do not offer on campus, we can connect you to the most appropriate community resources

Title IX Confidential Resource

Inform you of your rights, resources and accommodations in a confidential space

04

Services We **Do Not** Offer

Kapi'olani CC does not currently have a licensed mental health clinician on staff. At this time, we are unable to offer the following services:

01

Clinical Diagnosis &
Treatment of Mental
Health Disorders

03

Care for Severe Mental
Illness & Substance Use
Disorders

02

Individual, Group or
Couples Therapy

We can refer out to the community
for these services.

04

Crisis Intervention

If in crisis, please go to your **nearest
emergency room**, call 911, or call or
text Hawai'i CARES at 988



Community Support Services for Mental Health & Wellness

24 hour Crisis / Emergency



**Call 911 or go to
nearest hospital**



Hawai'i CARES
Call/Text 988



Crisis Text Line
Text 741-741

Routine Care



Your health insurance

Has a list of in-network
mental health providers.



Hawai'i CARES

In addition to crisis, can help
direct you to appropriate level
of care and provide referrals.



Waikiki Health

Takes insured, uninsured or
underinsured patients, relatively
shorter wait times to be seen.



Contacting the Ka'au Program



To Book a Wellness Consult or
Connect to Support
Offered By: Zoom, phone, or in-person
By appointment only



Office Phone: Call 808-734-9585



Email: kapkaau@hawaii.edu



Location: 'Iliahi 118 (TRiO Lab)



Responding to Student Disclosures

If students disclose mental health challenges, you may consider the Active Minds' V-A-R method as a guide for how to respond with care:

Validate

Validate their feelings:

- "That makes sense."
- "That sounds difficult."
- "I'm sorry you are struggling right now."

Appreciate

Appreciate their courage:

- "Thank you for sharing."
- "You are not alone."
- "I am here for you."

Refer

Refer them to skills & support:

- "I think it might be helpful to talk to someone. I can stay with you while we call/text for help."



V

VALIDATE



A

APPRECIATE



R

REFER

Referring a Student to Ka'au Program- Doing a Warm Handoff

We find that a "warm hand-off" works well to connect students to us.

If you could, please send the student an email and cc kapkaau@hawaii.edu

In the email, say whatever feels comfortable and natural for you. Keep it short.

Examples of Warm handoff emails:

"Hi Student,

Thank you for sharing your situation with me. There's counselors at KCC that you can talk to about the difficulties you're having/had. Please reach out to them and schedule an appointment. "

(We'll chime in after that and work with the student to get him/her scheduled.)

Some instructors like to *introduce* us by email and then we'll take it from there.

"Student this is Brooke, Brooke this is student. Student, I think Brooke can really help you with what we discussed. Thank you."



February 22 - 25 2024

Kapi`olani
Community College

CTE Week



Every February, the CTE community celebrates CTE Month® to raise awareness of the role that CTE has in readying learners for college and career success.

CTE Month is also a time to recognize and celebrate the achievements and accomplishments of our CTE partners at the local, state and national level.

Career & Technical Education is an opportunity for students to discover their interests and passions, choose what to study and oftentimes, as a result, find their future.



HUMAN RESOURCES DEPARTMENT



Pay Stubs

Please check your pay statements regularly and report any discrepancies to HR immediately.



Tax Withholding

Make sure you update tax withholding information on HIP for 2024.



Direct Deposit

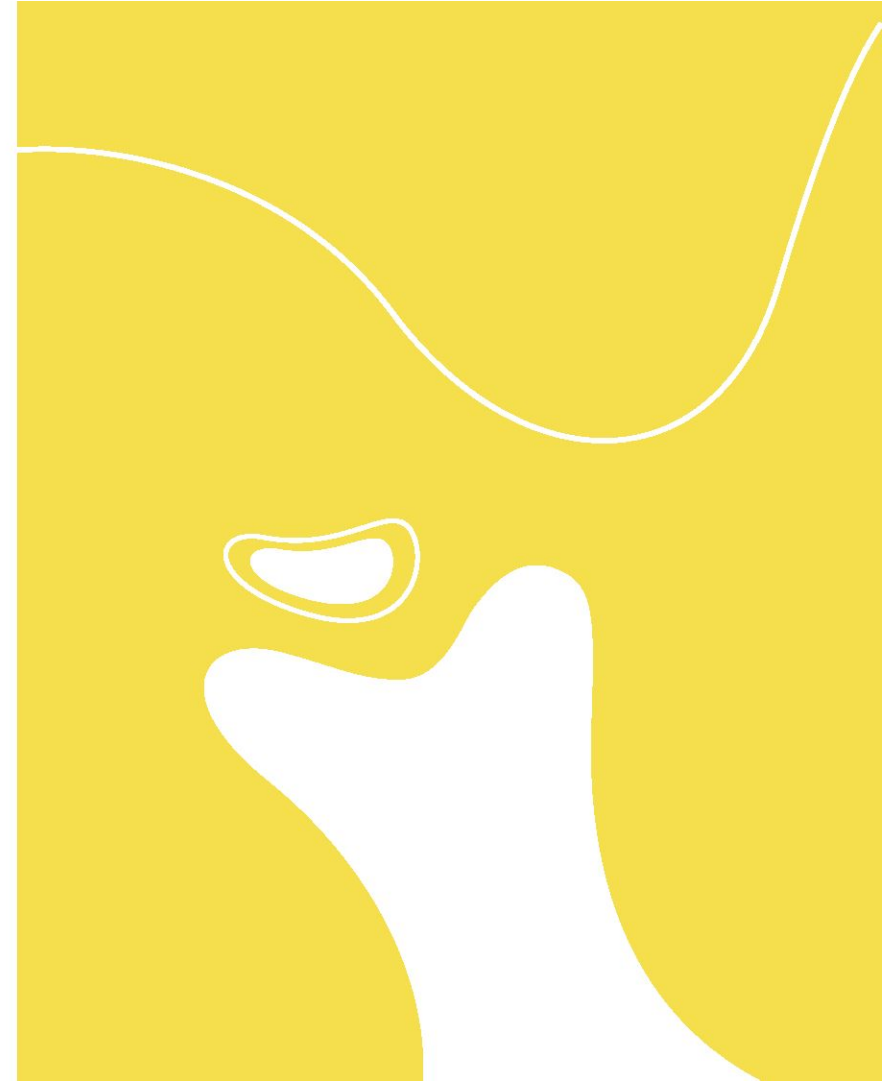
If you have not signed up for direct deposit or need to make changes, please login to HIP and submit your information.

Link: hihpssso.hip.hawaii.gov

Personal Data Changes

Please complete the **UH Form 33** to update your marital status, address, phone number, and/or personal email address.

Send to KapCCHR@hawaii.edu
via FileDrop (hawaii.edu/filedrop)





Looking for PNF or Form 6?

Login to **PeopleSoft**
(ps.hawaii.edu) and go to
Employee Change Summary to
review all PNFs and Form 6s.

UH VPN required if connecting
outside of UH Network
(hawaii.edu/its/banner/vpn)

HR Quarterly Meeting

Please attend HR Quarterly Meeting for HR related updates

Friday, January 12, 2024
9 - 10:30 am via **Zoom**



Questions

Email us at
KapCCHR@hawaii.edu

OR

Call us at 734-9573



OFFICE OF STUDENT LIFE (OSL)

Located at 'Iliahi 126

Monday - Thursday 8:00 AM to 4:30 PM
Friday 8:00 AM to 2:00PM

An office that serves the students!

- Student IDs, UPasses, Parking Pass, Game Center, Lost & Found, Movie tickets, etc.
- RIOs (Registered Independent Organizations) - clubs to create or join.
- Intramurals - Competitive sports across the Community College system (Volleyball for Spring 2024).

Not sure? We'll lead you to the right place.
Remember, we're here for you! Contact us at
osl@hawaii.edu/808-734-9576.



Present at SURF

Virtual: April 29

In-person: April 30 to May 1

All courses, programs, formats, and events are welcome

Visit: bit.ly/SURFKapCC

Students can:

- Develop their communication skills for a broad audience
- Feel invested in their academic work & campus
- Gain experience for applications & CV/resumes

We provide:

- Flexible options to meet your needs
- Marketing
- Event & presentation support
- Easy options for existing dept/program events

Contact: Li-Anne Delavega, ldelaveg@hawaii.edu



Open Educational Resources and
Textbook Cost: \$Ø (TXTØ)
This work changes education!

\$6+ million : Kapi'olani students have saved IN TEXTBOOK COSTS

112 : Kapi'olani CC instructors have taught at least one TXTØ class

\$23+ million : UHCC students have saved IN TEXTBOOK COSTS

<https://go.hawaii.edu/CVn> : See TXTØ courses at all ten campuses

<https://go.hawaii.edu/VHG> : Sign up for UHCC OER professional development

Contact Sunny Pai sunyeen@hawaii.edu or Sheryl Shook shooks@hawaii.edu





cerenehawaii.org

Supporting the next generation of sustainability,
climate change and resilience researchers,
professionals, educators and neighbors!

Find us. Follow us. Learn with us.

Let's build resilience together from the inside out!



CERENE



Community Engagement for Resilient Neighborhoods



"Building Resilience from the Inside Out"

Community-based
Research

Intergenerational
Learning

Dedication
to 'āina

Civic
Engagement

Leadership
and Service



CERENE December Neighborhood News

Holiday Season Special End of Year Edition



Center for Resilient Neighborhoods

CERENE



🌴 Aloha! 🌴

'Tis the season of twinkling lights, merry melodies, and gingerbread! As you cozy up this holiday season it's time to open your present of CERENE neighborhood news! We've prepared an issue overflowing with resilient festive spirit from across the island.

Delve into the season's cheer and keep scrolling for joyful updates on our O'ahu Resilience Hub project, sprinkled with holiday warmth and community spirit. Wishing you a season filled with happiness and resilience!

Mahalo nui loa,
Chris Pascua, Dr. Miku and the CERENE Team



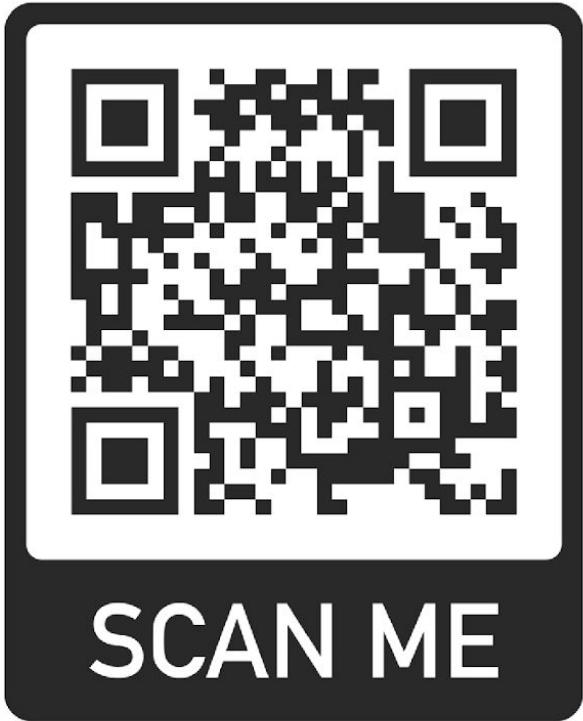
<https://go.hawaii.edu/n2>

See full issue here!



Your resource for

- Planning
- Facilitating
- Continuously Improving high-quality learning experiences at Kapi'olani CC



Pō'aiapili (Context)

Familiarize yourself with Kapi'olani CC to situate teaching and learning in context.



Ho'olālā (Planning)

Utilize resources to help you plan impactful learning experiences.



Kūkulu (Development)

Leverage helpful tools to make your instructional plans a reality.



Ho'okāi'oi Mau (Continuous Improvement)

Employ strategies as a reflective educator for continuous improvement.



Nā Kāko'o (Support)

Collaborate with those who can help – teamwork makes the dream work!



STAFF COUNCIL 2023-2024

Have questions?

Ask us at askstaff@hawaii.edu

Our Website:



STAFF COUNCIL 2023-2024

- Chair (**Ending June 30th**): Cheryl Miyahara (cherylmi@hawaii.edu)
- Chair Elect (**Chair Beginning July 1st**): Susan Pope (spope@hawaii.edu)
- Communications: Raphael Lowe (rlowe@hawaii.edu)
- Membership, Governance, and Finance: Kevin Andreshak (kandresh@hawaii.edu)
- Mission and Advocacy: Denise Pierson (dpierson@hawaii.edu), co-Chair Devon Peterson (devon@hawaii.edu)
- Professional Development: Denise Pierson (dpierson@hawaii.edu)
- Recognition and Community Building: Sherrie Emerson (sherrie@hawaii.edu)
- Past Chair: Brandon Marc Higa (higabran@hawaii.edu)



Hau'oli Spring 2024 Semester!

Join

THE ALOHA CLUB

For more info,

EMAIL: andrdef@hawaii.edu or pakandre@hawaii.edu



If you are interested in organizing events, public relations, making treats, meeting fellow colleagues and sharing ALOHA, join the Aloha Club Committee. Call ext. 9889.

Aloha Club

Aloha Club

Aloha Club

Aloha Club

Aloha Club

Aloha Club

