

Hawai'i Community College
College Council Meeting Minutes
Conference Room 6A, WH Admin and B5 Conference Rooms (via vidcon)
Friday, May 3, 2013
2:00 to 3:15 p.m.

Present: Monica Burnett (Chair), Jim Yoshida, Debbie Shigehara, Guy Kimura, Marilyn Bader, Shana Kojiro, Tony Kent, Helen Nishimoto, Marcy Martinez, Kanoe Lambert for Dorinna Manuel-Cortez, Kehau Lee Hong-Mauga for Taupouri Tangaro, James Kiley, Joni Onishi (vidcon), Jason Cifra (vidcon), Beth Sanders (vidcon), Hazel Reece (vidcon), Kate Sims (vidcon), and Wendy Medeiros (vidcon)

Excused: Noreen Yamane, Joyce Hamasaki and Tanya Dean

1. Call to Order: Chair, Monica Burnett called the meeting to order at 2:03 p.m.
2. Approval of Minutes: Minutes of the April 12, 2013 meeting was reviewed. Added statement to page 4-Helen Nishimoto nominated Tony Kent for College Council Chair. Motion made by Tony Kent to approve the minutes with the change. Helen Nishimoto seconded.
3. Chancellor's Update- Chancellor Noreen Yamane is on Oahu. No update
4. Academic Affairs Update-Vice Chancellor Joni Onishi
 - a. Handout for the following updates: (Attachment #1)
 1. Positions in recruitment/filled
 2. Curriculum
 3. General Education
 4. Summer Courses
 5. ITSO
 6. (none)
 7. Computer Services
 8. The Learning Center/Hale Kea
 9. Achieving the Dream
 10. HD Equipment
 11. CERC
 - b. Memo to College Council from the Committee on Committees with application for the Assessment Committee to be a permanent standing committee of the College Council. (Attachment #2)

The application has the functions and memberships, refer questions to James Kiley.

Motion made by Marcy Martinez to accept the Assessment Committee to be a permanent standing committee of the College Council. Seconded by Marilyn Bader.

Discussion-

Note that the Responsible Area is the College Council.

Helen Nishimoto noticed that the application has a mistake on the composition of members. It is missing the Academic Senate Chair. The charge of the Assessment Committee is that

the Academic Senate Chair is a member of the Assessment Committee. It was left out in error on the application.

Should the application be taken back to the constituents to get feedback and return to the council? Does the application need to be amended?

Motion made by Helen Nishimoto for a proposal to amend the application to add the Academic Senate Chair to the composition and still consider the motion to make the Assessment Committee to be a permanent standing committee of the College Council.

Seconded by Jason Cifra.

No discussion to the amendment. All in favor- Unanimous.

Continued discussion on the Assessment Committee-

- The Assessment Committee is the main group that can explain the results of the assessment and how it is aligned to our ILOs. Information can be given to the College Council so they can discuss and examine the ILOs.
- It was emphasized that the Assessment Committee assists both programs and units. Not all the units are with Academic Affairs. Assessment for instruction program has a June 1 deadline. Units will receive separate instructions and deadline.
- Assessment Committee comes up with the methodology for programs and units. The programs and units are responsible for their assessment. College Council is responsible for ILOs.
- Propose that the Assessment Coordinator write a special report to the College Council that shows how program and unit outcomes align with ILOs.

Motion made by Marcy Martinez to amend her initial motion to make the Assessment Committee a permanent standing committee provided we add in the application– “provide a summary report that shows how program and unit outcomes align with ILOs”, after the function of the E ‘Imi Pono Development Day activities; and also to add in the Academic Senate Chair in the composition.

Seconded by Helen Nishimoto.

No further discussion.

All in favor-Unanimous

5. Administrative Affairs Update- VC James Yoshida
 - a. Handout on Manono Campus Projects Update (Attachment #3)

List is pretty much the same with some changes on when it will happen.

Two major projects for certain this summer is: Replace windows in Bldg 381 and Replace Art Kiln
6. Student Services Update- VC Jason Cifra
 - a. Major priority for the summer is Orientation and Registration. We will be holding mandatory orientation for incoming students at East and West Hawaii. Facilities are the major barrier. Last year, we had over 1400+ students who participated. There will be lots of students coming to the campus, especially in July. Thank you to all the coordinators, presenters and those helping.

- b. A Summer Math Free Boot Camp will be offered in partnership with Academic Affairs, Waiakea High School, C3T1 Grant, I Ola Haloa, and Halaulani for our students. We will be offering 2 sessions from June 3-7 and 17-21 in Room 133. A flyer is being generated. The first session is priority WHS and the second session is for any student. We are trying to shoot for 20 students per session. We can add more sections if necessary. Thank you to Noe Noe, Kamaka, and Monica for assisting. Gear Up is also scheduling the Summer Bridge program.
- c. Graduation Survey is being completed and will be rolled out as an online survey. Thanks to David, Naveen, Shawn, and the rest of the working group. Naveen is going to automate the survey results, collection and also the notification of students who have not completed the survey. (Attachment #4).
- d. After the legislative session, the University of Hawaii System is going to publish a report regarding sexual violence and DV. Survey was done in 2009-10. The survey population is basically students. These situations are not limited to occurrences on campus. I have attached the HawCC survey. I have also included HawCC measures and activities to promote safety and awareness on campus. (Attachment #5 and Attachment #6)
- e. As we close out the semester, we would like to ask for your kokua to spread the word that grades have to be in by May 13, 2013. We have made great strides to close our semester on time. This is critical as we use Records data to review and identify student groups to target.
- f. When we open in the Fall, we will have 4 new people thanks to the C3T2 grant. The purpose of the grant is primarily for college completion, but also now for career placement and internship placement. These positions will be imbedded in Student Affairs to support graduation and career placement goals. We are hiring:
 - 1. Transcript Evaluator (To support transcript evaluation from other institution, and also support how we institutionalize. How we provide credit to students who may have prior learning experience, work experience and other certification that is not tied into a formal college credit work course.)
 - 2. Data Technologist (To help us track the students who are participating in this grant, and will also help with the Web and reporting.)
 - 3. Internship Coordinator (To help identify opportunities for our students in the community, whether it is paid internship, for experience or for stipend.)
 - 4. Career Counselor (To support career awareness and guidance.)
- g. Next year, I will present data to the council so that we are all aware of our campus and students' performance. We will track their progression from semester to semester and then year to year. We are working with Joni, Grace, David and Dorinna. Trends are showing that we are bringing in enough new students but are losing continuing students.
- h. Lastly, Mahalo Nui to everyone who make student success a priority. Even with our challenges and limitations, it's been a pleasure seeing the collaboration and dialogue happening across campus.

7. West Hawai'i Update- Interim Director Beth Sanders

- a. We participated in a West Hawaii Earth Day celebration at Kealahou High School to increase awareness of higher education opportunities in the community, to get students to stay in school and graduate to attend college. We had over 80 youth, ranging from pre-school to seniors in high school that signed a promise to stay in school and graduate and go to college.
 - b. We were featured along with Hawaii Community College, Construction Academy at Honokaa High School in a newspaper article on April 28, Star -Advertiser "New Initiatives Aim to Combat *Brain Drain*"
 - c. Earlier this week we successfully moved the pohaku that was still part of the road planning on the Palamanui campus site. It was moved to protect it from being damage during construction. A temporary location was built until such time it's ready to move back to the Palamanui campus.
 - d. The Palamanui Groundbreaking Ceremony was set yesterday by President Greenwood - May 28, at 12 noon.
 - e. Will be recruiting shortly for a Clerk Typist II, digital service and main receptionist. The person will be located where Lori Cecil has been. Lori's last day is June 28, 2013.
 - f. Looking forward to graduation is on Saturday, May 11 at the Hilton Waikoloa. We hope to see many of you there. We have almost as many students this year as we did last year. We anticipate every student to be at the actual ceremony. We probably have about 120-130 graduates from the West Hawaii area this year.
 - g. Mahalo to everybody for all your support. This will be my last meeting as Interim Director. I will be moving back to Faculty. I appreciate all the ways that we increased the awareness of what we do at West Hawaii over the last few years.
8. OCET Update- Interim Director Debbie Shigehara
- a. Thank you to Tony Kent for giving the OCET report for all these months.
 - b. Update on the RDP sustainability grant which ends at the end of this month.
 - EIMT students changed all the lights in Bldg 388 to LED lights.
 - We will purchase (3) three water fountains, so you can fill your water bottles, to be located at Bldgs 387, 388 and 379A.
 - c. The Distant Education grant ends this month. High definition equipment & cable should be coming soon and will be installed this summer.
 - d. There will be Pre-Bid awards for contractors to work on the Motorcylce Training in the back. On May 13, at 9 a.m. we will have some contractors on campus to pick up bids. The project will be completed by end of summer.
 - e. We are working with Honolulu Community College for a one week welding program this summer to be held at the MWIM building. People from the islands and the continental United States will be coming.
 - f. OCET will be working on a grant to upgrade skills for people in the Harriet Union. The only Harriet property is Waikoloa Marriott. The grant will offer training to employees who want to

upgrade into a higher position, such as an employee who wants to move from housekeeping to accounting.

- g. As part of the C3T1 grant, we will have 2 positions that will be out in the community for testing and recruiting for us. They will both be working under WDD, one position here for Hilo and the other position will be located at NHERC for Kona. We hope to get casual hires position set up in a couple of weeks.
C3T2 is also known as Rural Hawaii Project.

9. Unfinished Business

- a. Re-election of 2013-2014 Council Chair

Chancellor Yamane set out an e-mail notice on April 29th to the Council Members reminding us the new Chair needs to align with the Council Charter on membership. Thank you to Tony Kent who was willing to serve as the next Council Chair, but is ineligible per the Charter membership requirements.

Chair Burnett called for nominations for the 2013-2014 College Council Chair.

Wendy Medeiros nominated Manai Kalua as next College Council Chair.

Marcy Martinez seconded the motion. Chair Monica Burnett said Manai is willing to serve as chair, he is a faculty member.

No other nominations. No discussion.

All in favor- Unanimous

10. New Business:

- a. “No Pets on Campus” Policy-Jim Yoshida

VC James Yoshida proposed to the College Council to recommend or not recommend that we have a policy about pets on campus.

Prior to 2006 the campus was under the control of UHH and they had a policy of no pets. When we assumed the responsibility for the campus in 2006 nothing was put into writing, but the policy that was in place previously was enforced.

We do not want to make the policy complicated. Right now in the whole system (10 campuses), UH Manoa and UHH have a policy about pets and feral animals. Only Maui College has a policy which is very plain and simple -no pets except service animals are allowed on campus. This is primarily to establish in writing what was unwritten previously. People have asked if there are any problems with pets on campus. It’s not really a problem with faculty, staff and students but more of an issue with the public that come on campus and cleaning after their pets. It would be good to have a policy, if/when we need to tell people not to bring their pets on campus.

Discussion-

Currently there is no such policy in the Policies and Procedures Manual. The Kukui News, of March 31, 2011 had printed–Pets are not allowed on campus, only certified and guide aide pets are allowed on campus. This was based on UHH policy.

The Information Center standard reply regarding pets is that because UHH and Hawaii CC share campuses we also honor UHH's pet policy.

A service animal is defined as a dog or a miniature horse. People don't realize that the law has changed such that a service animal is not specifically identified with a card.

Motion made by Marcy Martinez to recommend to the Chancellor that we adopt a No Pet Policy on our campus, except service animals.

Seconded by Guy Kimura

All in favor- Unanimous

b. College Council -Year in Review 2012-2013

Mahalo to all for being members of the College Council to represent your constituents and for making my time very interesting and enjoyable.

1. Conducted new member orientation.
 2. Reviewed the 2008-2015 Strategic Plan Outcomes and Performance Measures—closing the loop by soliciting feedback on each goal from constituents to determine how each program or unit has implemented the action strategies.
 3. Provided support for the E 'Imi Pono Day on September 21, 2012 – a day designated to review and update assessment procedures, material, and activities. The day focused on aligning ILO's and best practices.
 4. The Mission/Vision/ILO posters were distributed to faculty and staff; and posted to every classroom and waiting area.
 5. Provided representatives to serve on the Beverage Rights Contract working group.
 6. Supported the Accreditation Team visit.
 - Attended the Kipaepae
 - Met with the Team
 - Kept constituents informed of the visit
 7. Approved to keep the reporting structure of the Council agenda.
 8. Had the Assessment Coordinator sit as a guest and report to Council for the Spring semester. At the end of the semester, approved as a new member of the Council.
 9. Amended the Council Charter this semester.
 10. Endorsed the 2013-2014 College Hour schedule.
 11. Continuing our dialog on assessment and reporting of ILOs.
11. Future Agenda Items:

- a. Please submit a Proposed Agenda Items Form to the Chair at least two weeks prior to the date of the College Council meeting at which you would like the item discussed.

12. Announcements:

- a. Commencement Exercises – Hilo, May 10th 6:00 seating and Kona, May 11th 3:00 seating
The bus to Kona Graduation leaves at 10 a.m., meet by flagpole, contact Ulu Van Blarcom.

- b. Ho‘olulu Announcement-

May 8, 2013, meeting at Honolulu CC, will vote on revise Charter and elect new officers.
During the summer, will have a work retreat to work on the operation plans for the Hawaii Papa O Ke Ao initiative. See Noe Noe Wong-Wilson if any questions.

13. Next meeting: Friday, August 30, 2013, 2:00 to 3:15 p.m., Location TBA
Recorder: TBA

14. Meeting adjourned at 3:27 p.m.

Recorded by: Janice Watanabe

College Council Meeting
VCAA Report
Friday, March 7, 2013

1. Positions in recruitment/filled:

- DMA Ed Spec (to replace Richard Ehara) – in recruitment, closed 12/24/12, with committee -- not hiring, stopped process, #79071T - abolished
- Media Specialist APT temp, #79287T, Joseph Zappala started 4/9/13
- Instructional & Student Support (ITSO) - APT – # 79120, offer accepted, (Helen Torigoe starts 5/15/13)
- Academic Support (Curriculum Central), Temp – # 79288T in recruitment, with committee
- Construction Academy instructor for Hilo High – abolished and used to establish 1.0 FTE @ Kohala High – # 74780, recruitment closed 3/25/13, with committee
- Construction Academy instructor for Honokaa High (.5) – recruitment not opened
- Office Assistant III (Gen Ed) – to replace Tricia Lewis – in recruitment, waiting for third list #42647
- Media Design, Temp-APT (Kulukulua) – in recruitment, #77747T, in process of re-advertising
- Instructor, HLS (West HI) – # 84370T, Blossom Lincoln Maielua, starts 8/1/13
- Academic Support, Temp -- APT (Halaulani) – in recruitment, #79352T
- Instructor, Temp (Waihonua Media Coordinator) – #82808T - abolished
- Academic Support, Temp – Farm Coordinator (C3T) – #79688T, closed 4/10/13, in committee
- Instructor, 1.0 fte, tenure track, Philosophy – # 74869, closed 3/25/13, in committee
- Instructor, 1.0 fte, tenure track, ABRP – # 84328, closed 3/25/13, in committee
- Instructor, 1.0 fte, tenure track, English (WH) – # 86577, closed 4/10/13, in committee
- Instructor, 1.0 fte, tenure track, Biological Science (WH) – #83623, closed 4/10/13, in committee
- Instructor, 1.0 fte, tenure track, HLS Mahia`i – #87021, in recruitment
- Instructor, 1.0 fte, tenure track, Nursing – #86567, continuous recruitment, with committee
- Academic Support, Temp (APT), DISL/MWIM – abolished -- re-establishing position
- Academic Support, Temp (APT), AMT/ABRP – abolished – re-establishing position
- Secretary II (Nursing) -- PD being updated
- Instructor, 1.0 fte. tenure track, Marketing, #82451, closed 4/10/13

2. Curriculum

- AS-NS went to CCAOs for review on March 13, 2013 and to the BOR for approval in May.
- Fire Science provisional to permanent status went to CCAOs for review on March 13, 2013 and to the BOR in May.
- HOST is working towards changing from AAS to AS.
- ENG 197, college level technical writing course for AAS degrees will be offered fall 2013.
- A quantitative methods type math course is being developed for CULN and AMT programs.
- ATE Construction is looking into submitting an Authorization to Plan for FENG (Facilities Engineering).

3. General Education (GE)

- Lou Zitnik and Ellen Okuma will be co-chairing the Ad Hoc General Education Committee.
- Those courses identified as the core general education courses will be accepted first and should review and update its Course Outlines to be reading to apply for designation.

4. Summer Courses

- Summer enrollment has been slow. An ad will be in May 12th's Hawaii Tribune Herald to publicize summer school.
- In-class tutoring is being requested for remedial/developmental courses.

5. ITSO

- The TCC Online Conference had over 1000 attendees (a major increase since last year's conference). At least 29 Hawaii CC faculty and staff were registered. One of the was called "Giving Credit Where and When It Is Due: Adventures in Digital Credentials and Badges," presented by Jonathan Finkelstein, President and Founder of LearningTimes. This was a particularly interesting session that suggested a way to manage credits and credentials in an increasingly complex computer driven educational environment.
- There will be 7 participants in this year's OCDP cohort:
 - Jessica Lerma, East Hawai'i, lecturer, PHIL 110, Spring 2014
 - Charlene Merritt, East Hawai'i, lecturer, SUBS 280, Fall 2013
 - Violet Murakami, East Hawai'i, faculty, ART 112, Spring 2014
 - Gwynne Pacheco, West Hawai'i, lecturer, PSY 100, Fall 2013
 - Kimberly Pierce, East Hawai'i, lecturer, SOC 251, Spring 2014
 - Beth Sanders, West Hawai'i, faculty, ACC 155, Fall 2013
 - Jacqueline Stradtmann-Carvalho, East Hawai'i, faculty, MATH 26, Spring 2014The program will officially begin on May 20 with the start of the six week online course. Participants have been notified of their selection and have confirmed their participation.
- ITSO's annual survey closed on April 17. The survey went out to all faculty, staff & lecturers, but we requested only instructional faculty (and lecturers) respond (n=188*). A total of 60 (32%) faculty responded. Analysis of results are still being done but at first glance, the feedback is positive in terms of service, knowledge, and impact.
 - *188 includes all faculty and lecturers listed in the Class Availability listing as of April 24, 2013 (not including IEP or Construction Academy instructors)

7. Computer Services

- has been receiving, responding to, and completing a number of work requests.
- has been preparing for the purchase, storage, and eventual installation and placement of 162 new computer systems.
- is preparing for the upgrade of 450 Windows XP Professional systems which will need to be migrated to Windows 7 Professional this summer.
- is beginning the process for the replacement of the wireless network on the UHH campus.
- There was a DMA software licensing issues where the software had been registered to a former temporary APT staff. This is creating some issues with the vendors. This is a reminder that all software should be registered through Computer Services.

8. The Learning Center / Hale Kea

- HKATC will be closed from May 13-17 for waxing and cleaning.
- TLC will be closed from May 20-24 pending Auxiliary Services approval.

- The elevators in the Library will start their renovation project on May 15 to Aug 30, 2013.
- A security camera will be installed outside the exterior of TLC in Fall 2014 semester.
- HKATC is looking into installing surveillance cameras for security purposes to be installed in testing room 109 of the HKATC building.

9. Achieving the Dream (AtD)

- Shawn worked with Daniel on updating the AtD website.
- Data can be found at the IRAO AtD Data Access Portal.
- Actual numbers for the five goals are now being reported.
- Data are being disaggregated by gender, ethnicity (Native Hawaiian/Non Native Hawaiian), Pell recipient
- The AtD 2013 Annual Report has been posted on the AtD website.

10. HD Equipment

- Media will be replacing/installing HD equipment in designated classrooms during the summer.

11. CERC

- CERC met every week in February, March, and April.
- Comprehensive Program/Unit Reviews have been reviewed and response memos have been completed and will be sent to respective faculty and staff.
- As a result of the revised Program Review/Budget Process, the CPR/CPU template needs to be revised and the role of the CERC needs to be changed. Thus, CERC has not completed its task and will need to meet during the summer to complete its task which includes recommendations to the Chancellor and Assessment Committee.

May 3, 2013

TO: Monica Burnett, Chairperson
College Council

FROM: Committees on Committees

RE: Assessment Committee

The Committees on Committees recommend the Assessment Committee to be a permanent standing committee of the College Council. See attached application for information regarding this committee.

Thank you.

COMMITTEE NAME: Assessment Committee

RESPONSIBLE AREA: Academic Senate Administration X College Council
 Staff Development Student Success

MEMBERSHIP: ELECTED X APPOINTED VOLUNTEER
 PART-TIME FULL-TIME TENURED

COMPOSITION:

CTE Dean
LBRT Dean
3 Academic Affairs Representatives
2 Student Affairs Representatives
1 Administrative Affairs Representatives
1 OCET Representative
1 West Hawaii Center
Institutional Assessment Coordinator

When required, guests provide consultation and planning assistance to the committee and serve as resources for activities.

FUNCTION/PURPOSE:

The Assessment Committee is dedicated to advancing student learning through activities, experiences and results discovered through the assessment process. The Hawai'i Community College Assessment Committee reports to the College Council. The committee is chaired and convened by the Institutional Assessment Coordinator. Committee membership is comprised of administrators, faculty, and staff from academic and service units.

The Assessment Committee will:

- Provide guidance and support for the continuous development of the Hawai'i Community College assessment process:
 - establish and maintain assessment standards to support the quality of assessment at the college
 - establish, publish and update assessment schedules and materials
 - recommend, develop, and facilitate professional development activities that positively affect student learning
 - function as the working assessment group to facilitate and support instructional and unit assessment activities
 - develop, implement and update the assessment feedback process:
 - establish and apply evaluation rubrics for annual assessment plans, rubrics, and results
 - ensure that assessment results are published in a timely manner
 - review Action Plans and Action Plans results
 - support E 'Imi Pono Development Day activities and develop other college assessment events
- Perform duties and responsibilities (in relationship to college assessment and within the Assessment Committee):
 - The Institutional Assessment Coordinator: notifies programs and units of assessment deadlines; keeps accurate assessment records and publishes results
 - Administration: set and enforce deadlines
 - Working Assessment Group: support and facilitate the campus assessment efforts through working groups and training

MEETING DATES/TIMES:

The committee will meet monthly during the year unless otherwise noted.

APPOINTMENT TERM: Committee members serve for two years except for designated administrators who serve without a term limit.

**Manono Campus Projects Update
May 3, 2013 – Changes Highlighted**

There are a number of renovation projects occurring on the Manono Campus and a few that are scheduled to start shortly. Therefore, in addition to the usual faculty, lecturers, staff and students, a variety and varying number of construction and related workers will be on campus at any given time. And construction schedules do change and oftentimes without notice.

Disruptions and interruptions hopefully will be kept to a minimum, but sometimes things do happen. If there are any concerns or issues with any of the work being done or any activity taking place, please contact Bill Affonso (333-1325) or security (934-2760 office or 845-1420 emergency)...please do not communicate directly with the contractor or workers.

Major Projects Currently in Progress and Estimated Date of Completion:

1. Hale Aloha Renovation – very rough estimate is **fall 2014**.
2. I Ola Óaloa Wai Renovation/Addition Buildings 380 and 389 – summer 2013.
3. Fire Alarm System Upgrade – summer 2013.
4. Komohana LRDP – **fall 2013**

Major Projects Scheduled for Bids / to Start Shortly:

1. Upgrade Water Distribution Infrastructure – **fall 2013**
2. Replace AC/Ducting in Buildings 378 and 397 – **fall 2013**
3. Replace Art Kiln/Remodel Area – May 2013
4. Repair ceiling/electrical in Buildings 380 and 381 – **summer 2014**
5. ADA Door Installation in Various Buildings 382 (cafeteria), 387 (Hale Kea) and 388 (SWD entrance) – **summer 2013**
6. Renovate Storage Bay into CTE Dean's Office in Building 392
7. Acquire office trailers to house personnel from 378/397 when AC work is in progress
8. Replace windows in Building 381 – **summer 2013**
9. Motorcycle Training Range – **summer 2013**

Major Projects Pending:

1. Reroof Building 379A
2. Repair/Replace AC Systems
3. Building and Termite Damage Repairs
4. Repaint Building 378
5. Repair/Replace Roof Gutter, Downspouts and Drainpipes
6. Health/Safety – Asbestos abatement, 391 Electricity/Electronics – 2014/2015
7. Health/Safety – Install parking lot lights by 396B (Nursing Resource Center) – 2014/2015
8. Health/Safety – Replace dust collector in Carpentry building 386B – 2014/2015
9. Health/Safety – Upgrade electrical infrastructure – 2014/2015
10. Komohana Infrastructure design – 2014/2015

This is a confidential survey and will run for 14 days only.

INSTRUCTIONS: Please respond to each of the following statements by placing a check mark in the appropriate box.

1. I am graduating with a degree/certificate from:

- The Liberal Arts Program
- A Career and Technical Education Program

2. How would you rate the overall quality of your academic experience at Hawai'i Community College?

- Excellent
- Good
- Fair
- Poor

3. How would you rate the quality of academic programs at Hawai'i Community College?

- Better than Expected
- About what Expected
- Worse than Expected

4. How satisfied were you with the academic preparation you received?

- Very Satisfied
- Satisfied
- Dissatisfied
- Very Dissatisfied

5. How would you rate the quality of your degree or certificate from Hawai'i Community College?

- Above Average
- Average
- Below Average

6. What is your current employment status?

- Employed Full time
- Employed Part time
- Unemployed by choice
- Unemployed seeking work
- Full time homemaker/caregiver

7. Is your job related to the education and training you received?

- Closely Related
- Indirectly Related
- Not Related At All
- N/A

8. How well did the education and training you received prepare you for your current job?

- Well Prepared
- Moderately Well Prepared
- Adequately Prepared
- Poorly Prepared

9. Please check the option that best describes your current educational/employment status:

- I am employed either full-time or part-time in a field related to the program I completed and am also pursuing additional education.
- I am pursuing additional education but I am not employed.
- Neither of the choices above describe my current status

10. Did you achieve your educational objective?

- Yes, Fully
- Yes, Partially
- No

11. How would you rate the overall effectiveness of your instructors?

- Excellent
- Good
- Fair
- Poor

12. In continuing to provide excellent programs and services, how can Hawaii Community College enhance the success of future students?

13. How would you rate the condition of the buildings, classrooms, and facilities of:

	Excellent	Good	Fair	Poor	Don't Know
Manono (Lower Campus)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
UH Hilo (Upper Campus)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
West Hawaii Campus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. How would you rate your overall satisfaction with the following services?

Rate the service only if you received it.

Highest rating is 5, the lowest rating is 1.

	5	4	3	2	1
Getting information about College Programs & Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assistance with Application Process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Applying for Financial Aid	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Applying for Scholarships	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Participating in Orientation to College (online or in person)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Choosing a Major or Career	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Understanding COMPASS Placement Test Scores	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Making an Educational Plan/Selecting Courses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Registration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Paying for Classes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communicating deadlines and important information.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Course Certification for Veterans	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Transferring Credits into HawCC	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Distance Education Support	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Requesting Transcripts from HawCC	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personal Counseling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Learning College Success Strategies and Life Skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tutorial Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Learning Center Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Library Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Navigating STAR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Navigating MyUH	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Navigating the HawCC Website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Disability Support or Accommodations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employment Assistance (on-campus jobs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employment Assistance (off-campus jobs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Resume Writing/Interview Assistance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Student Life Activities/Club/Events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Applying for Graduation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

15. Please use this space for any additional comments you wish to add regarding Hawaii Community College.

Commission on the Status of Women
 Summary of Data from the Student Survey on Sexual and Relationship Violence
 Hawai'i Community College

9 lecture classes surveyed
 162 responses usable for analysis
 79 female responses
 82 male responses
 1 MTF

FEMALE RESPONSES

Partner Violence

22 female respondents reported experiencing partner violence since starting school at Hawai'i CC.

Of these females:

3 reported it happening on campus	2 said it happened one time
7 told no one	5 said it happened 2 - 4 times
0 reported it to police	5 said it happened 5 or more times
0 reported it to campus security	10 were not sure how many times
1 reported it to Hawai'i CC staff/faculty	

Survey Definition: Partner violence is when your boy/girlfriend, husband/wife, date, lover and/or special friend are abusive to you. This can include verbal abuse (like name calling or put downs), physical abuse (like hitting, slapping or pushing) and/or emotional/mental abuse (like threatening you or your family, controls who you see/talk to, controls the money, and/or drives carelessly with you in the car).

Stalking

10 female respondents reported being stalked since starting school at Hawai'i CC. Of these females:

4 reported it happening on campus	0 said it happened one time
3 told no one	3 said it happened 2 - 4 times
2 reported it to police	2 said it happened 5 or more times
0 reported it to campus security	5 were not sure how many times
0 reported it to Hawaii CC staff/faculty	

Survey Definition: Stalking is when someone you know or do not know repeatedly follows you, watches you, calls, writes, e-mails or communicates with you in ways that are unwanted, seem obsessive and/or makes you feel afraid or concerned for your safety.

Rape

0 female respondents reported being raped since starting school at Hawai'i CC.

Survey Definition: Rape is when someone forces you to have oral, anal or vaginal sex. It includes putting a penis in your mouth, vagina or anus and/or putting a finger or object (like a bottle) in your vagina or anus - against your will. It also includes someone putting their mouth on your vagina, penis or anus and/or someone forcing you to put your mouth on their penis, vagina or anus - against your will.

Sexual Assault

3 female respondents reported being sexually assaulted since starting school at Hawaii CC.

Of these females:

1 reported it happening on campus	1 said it happened one time
2 told no one	0 said it happened 2 - 4 times
0 reported it to police	0 said it happened 5 or more times
0 reported it to campus security	2 were not sure how many times
0 reported it to Hawai'i CC staff/faculty	

Survey Definition: Sexual assault is unwanted touching of a sexual nature like forced kissing, touching of private parts, grabbing, fondling and/or rubbing up against you in a sexual way, even if it is over your clothes.

MALE RESPONSES

Partner Violence

4/8 male respondents reported experiencing partner violence since starting school at Hawai'i CC.

Of these males:

1 reported it happening on campus	0 said it happened one time
0 told no one	2 said it happened 2 - 4 times
2 reported it to police	0 said it happened 5 or more times
0 reported it to campus security	6 were not sure how many times
0 reported it to Hawai'i CC staff/faculty	

Survey Definition: Partner violence is when your boy/girlfriend, husband/wife, date, lover and/or special friend are abusive to you. This can include verbal abuse (like name calling or put downs), physical abuse (like hitting, slapping or pushing) and/or emotional/mental abuse (like threatening you or your family, controls who you see/talk to, controls the money, and/or drives carelessly with you in the car).

Stalking

10 male respondents reported being stalked since starting school at Hawai'i CC. Of these males:

2 reported it happening on campus	1 said it happened one time
2 told no one	2 said it happened 2 - 4 times
0 reported it to police	2 said it happened 5 or more times
0 reported it to campus security	5 were not sure how many times
0 reported it to Hawai'i CC staff/faculty	

Survey Definition: Stalking is when someone you know or do not know repeatedly follows you, watches you, calls, writes, e-mails or communicates with you in ways that are unwanted, seem obsessive and/or makes you feel afraid or concerned for your safety.

Rape

2 male respondents reported being raped¹ since starting school at Hawai'i CC. Of these males:

0 reported it happening on campus	0 said it happened one time
0 told no one	0 said it happened 2 - 4 times
0 reported it to police	0 said it happened 5 or more times
0 reported it to campus security	2 were not sure how many times
0 reported it to Hawai'i CC staff/faculty	

Survey Definition: Rape is when someone forces you to have oral, anal or vaginal sex. It includes putting a penis in your mouth, vagina or anus and/or putting a finger or object (like a bottle) in your vagina or anus - against your will. It also includes someone putting their mouth on your vagina, penis or anus and/or someone forcing you to put your mouth on their penis, vagina or anus - against your will.

Sexual Assault

3 male respondents reported being sexually assaulted² since starting school at Hawai'i CC.

Of these males:

0 reported it happening on campus	0 said it happened one time
1 told no one	0 said it happened 2 - 4 times
0 reported it to police	0 said it happened 5 or more times
0 reported it to campus security	3 were not sure how many times
0 reported it to Hawai'i CC staff/faculty	

Survey Definition: Sexual assault is unwanted touching of a sexual nature like forced kissing, touching of private parts, grabbing, fondling and/or rubbing up against you in a sexual way, even if it is over your clothes.

¹ Both were unsure/maybe responses

² This includes unsure/maybe responses

Hawai`i Community College

Safety and Security Awareness Initiatives

1. CSA's are also required to report Clery Act defined crimes though the survey items do fall under Clery Act and we do cover their reporting responsibilities during training (which we just concluded).
2. Crime Awareness Pamphlet is distributed at student orientation that all incoming students are required to attend.
3. Urgent Services for Families listing is available.
4. Partnership with Hawai`i Island Prosecutor's Office to identify comprehensive reporting process and support services for victims of sexual assault and domestic violence.
5. Partnering with UH Manoa to coordinate activities that promote safety and violence awareness.
6. There are Emergency Call Boxes (blue light phone) around campus.
7. Security website (<http://hawaii.hawaii.edu/security/securitypolicies.php>) that encourages reporting.
8. HawCC "Silent Witness" program.
9. Revision of Sexual Harassment/Assault Policy in the summer.
10. 0.5 FTE Mental Health Provider.
11. Partnership with UHH Health and Wellness Center.