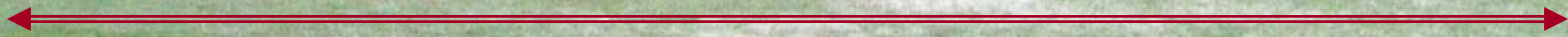




Kapi`olani Community College  
presentation to  
**Student Congress**



Leon Richards, Chancellor  
March 20, 2008

# Chancellor's Update



- **Objective:**

- To share information about the future directions of the College in relation to some of the topics we discussed in November, 2007, e.g., the Reorganization Proposal; Strategic and Long Range Development Plans; and Health and Safety Issues

- **Learning Outcome:**

- Upon completion of this presentation and discussion, you will have a fundamental understanding of current Administrative college-wide priorities and initiatives.



# *Reorganization*

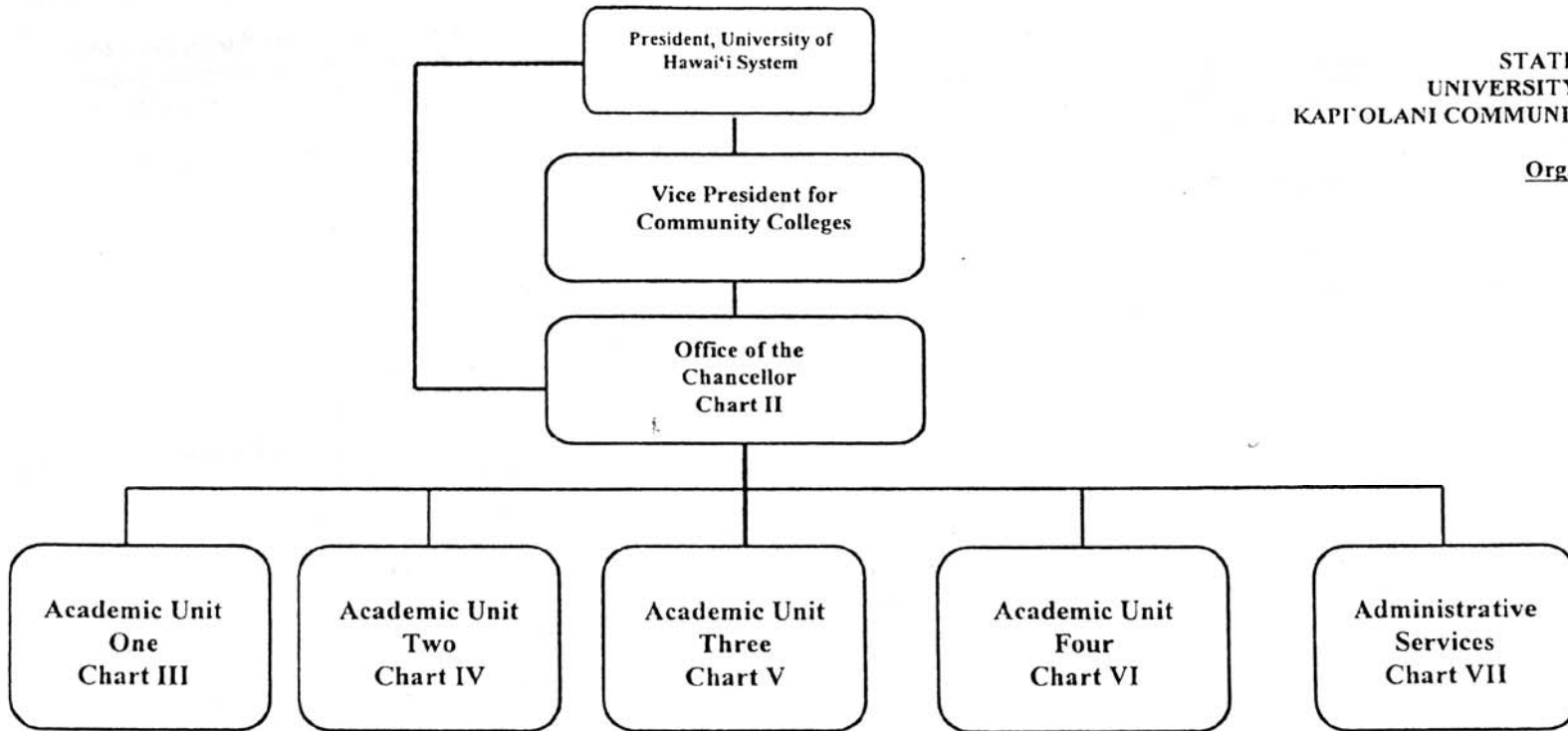
# KCC Current Approved Organization



STATE OF HAWAII  
UNIVERSITY OF HAWAII  
KAPI'OLANI COMMUNITY COLLEGE

Organization Chart

Chart I

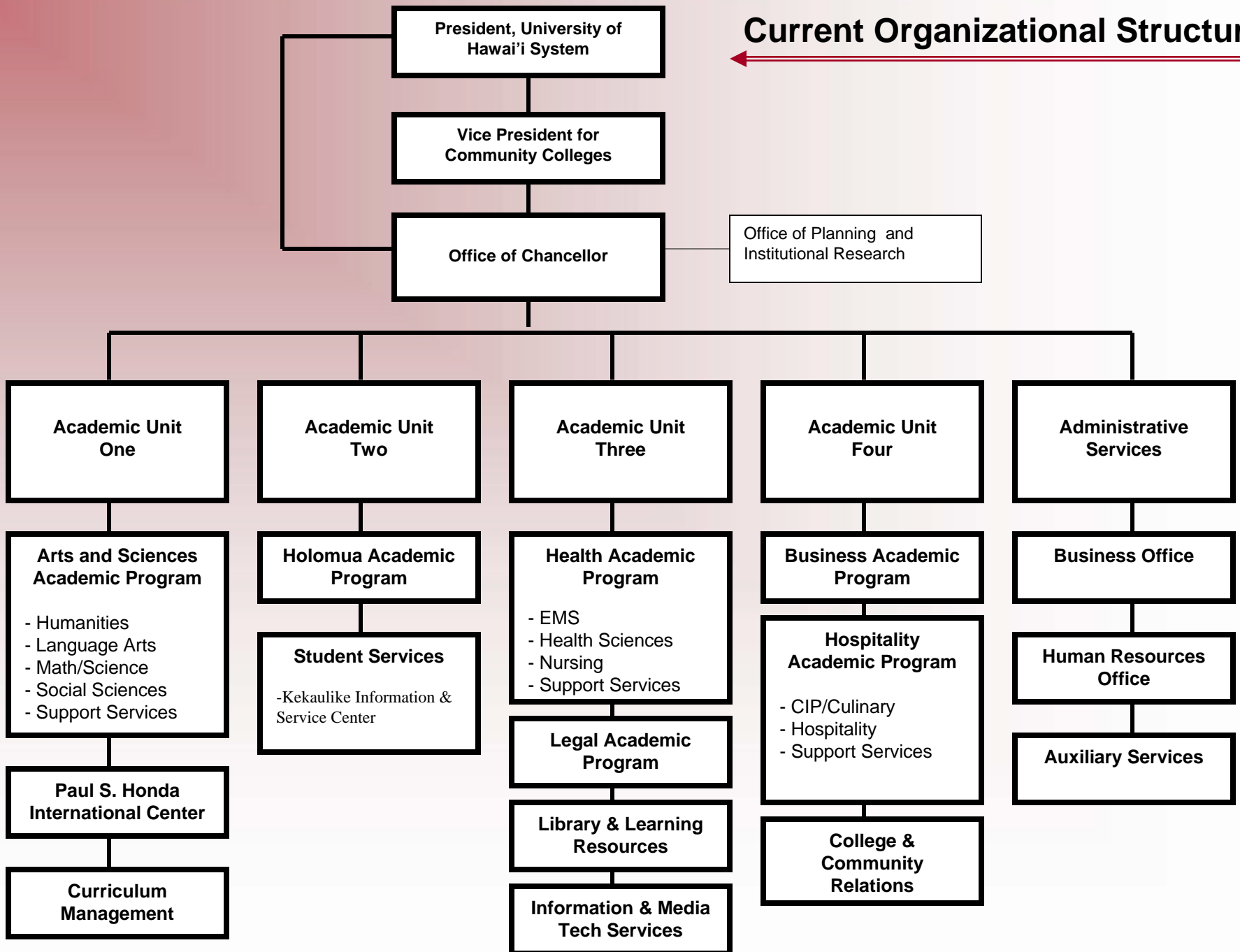


	<u>Perm</u>	<u>Temp</u>
General Fund	375.50	27.50
(B) Special Funds	24.00	

**Current Structure has five main units.**

CHART UPDATED  
DATE JUL - 1 2007

# Current Organizational Structure



**President, University of Hawai'i System**

**Vice President for Community Colleges**

**Office of Chancellor**

Office of Planning and Institutional Research

**Academic Unit One**

**Academic Unit Two**

**Academic Unit Three**

**Academic Unit Four**

**Administrative Services**

**Arts and Sciences Academic Program**

- Humanities
- Language Arts
- Math/Science
- Social Sciences
- Support Services

**Holomua Academic Program**

**Student Services**

- Kekaulike Information & Service Center

**Health Academic Program**

- EMS
- Health Sciences
- Nursing
- Support Services

**Legal Academic Program**

**Library & Learning Resources**

**Information & Media Tech Services**

**Business Academic Program**

**Hospitality Academic Program**

- CIP/Culinary
- Hospitality
- Support Services

**College & Community Relations**

**Business Office**

**Human Resources Office**

**Auxiliary Services**

**Paul S. Honda International Center**

**Curriculum Management**

# Reorganization Proposal: *Goals*

- **Consolidate** alike functions in the major areas of the College, where appropriate, to assure:
  - consistency of **policy and direction**,
  - implementation of **common standards**,
  - coordination within and between **programs and program areas**,
  - consistency in **evaluation of outcomes**, and
  - consistency in use of **institutional research** for further development.



## Reorganization Proposal: *Goals*



- Establish structure that can attend to both **system**-related issues affecting the College as well as **internal** college-related issues.
- Create opportunities for **leadership development** through delegation of projects to Vice Chancellors and Deans and through Vice Chancellors' collaboration and decision making.
- Improve **Continuing Education** by centralizing the program as per the LERN report recommendation.
- Centralize policy and management of **facilities allocations**.

# Reorganization Proposal: *Outcomes*



- To improve **collaboration and coordination** of programs structurally by reducing major divisions within the college from 5 to 4 in order by :
  - Combining Academic Programs currently within Academic Units 1, 3 & 4 and placing them under the responsibility of the Vice-Chancellor for Academic Affairs (VCAA)
  - Organizing Academic Support and Resources directly within the Office of the VCAA
  - Centralizing the management of Continuing Education
  - Centralizing Campus operations



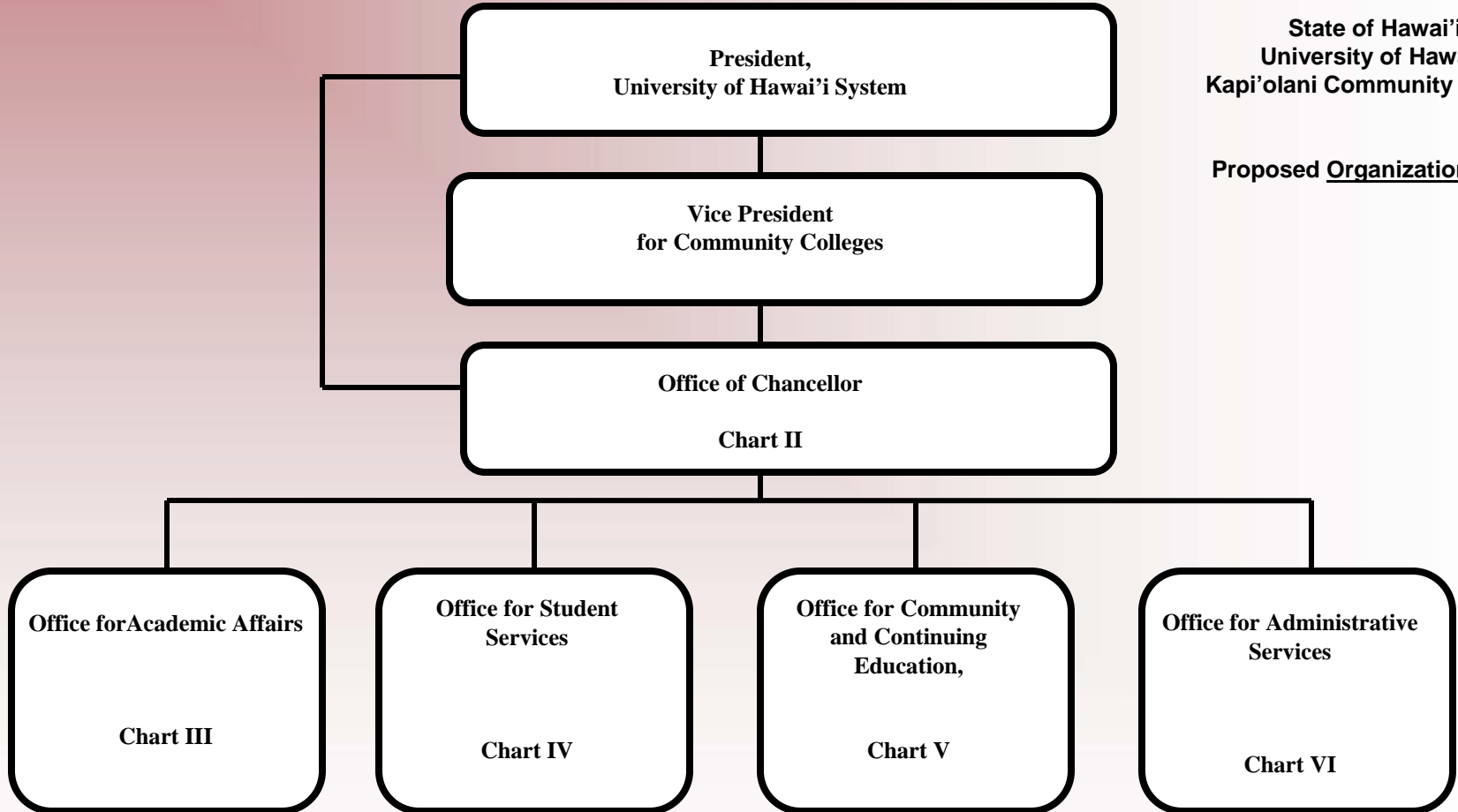
# Reorganization Proposal: *Outcomes*



Improve **collaboration and coordination** of programs administratively by:

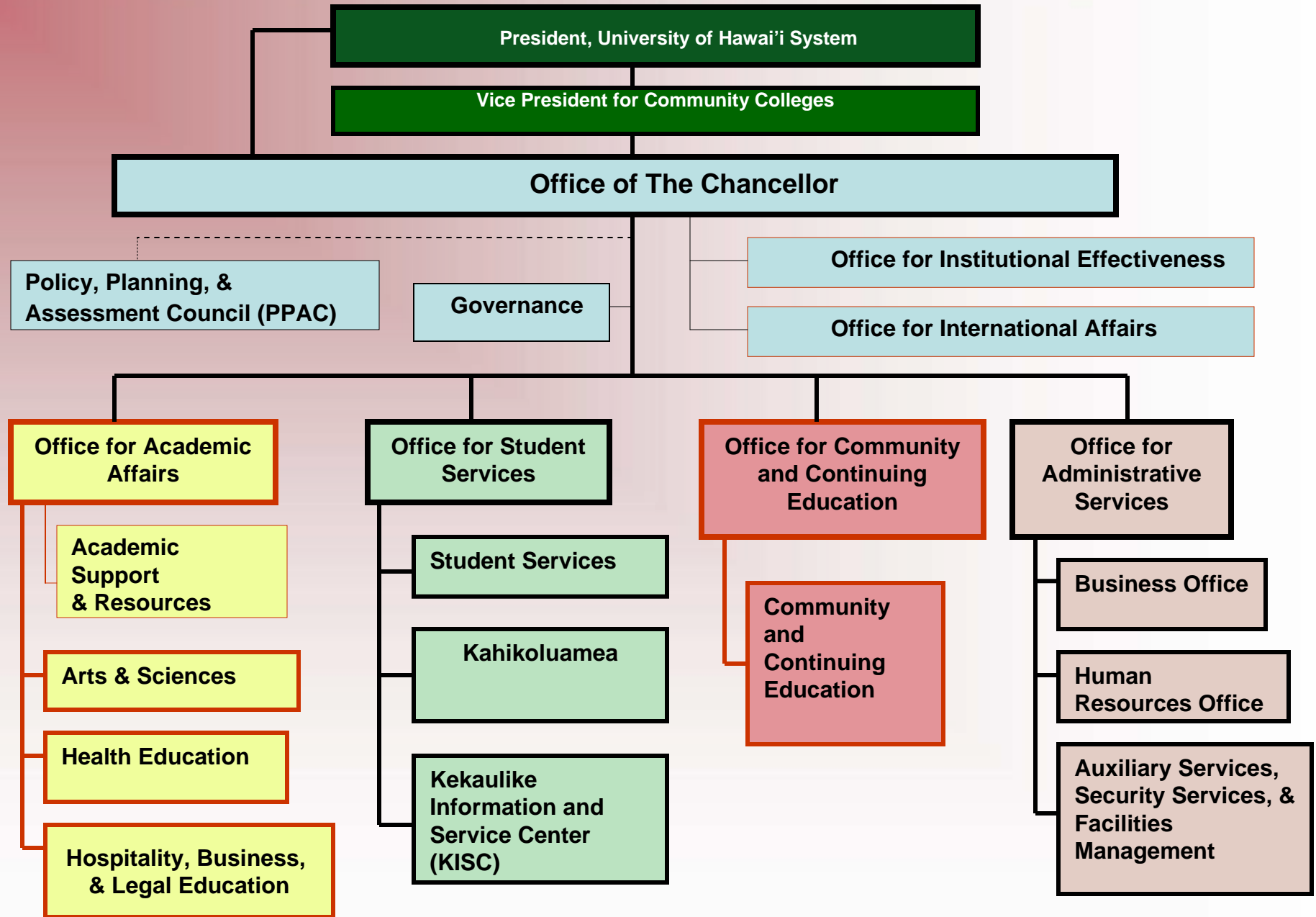
- Promoting informed efforts to obtain grants connected to institutional research
- Promoting the implementation of academic and program pathways for access & success
- Promoting the establishing of academic clusters
- Promoting organized and focused CE effort
- Promoting centralized efforts for more efficient use of space and other campus resources

# Reorganization Proposal: *Structure*



State of Hawai'i  
University of Hawai'i  
Kapi'olani Community College

Proposed Organization Chart



# Reorganization Proposal: *Implementation*



- Specific proposal includes:
  - Establish within the Chancellor's Office, an *Office for Institutional Effectiveness* to include planning, institutional research, assessment, and grant and resource development; and an *Office for International Affairs*;
  - Consolidate the administration of academic programs and appropriate support and resources in an *Office for Academic Affairs*, under the direction of a Vice Chancellor for Academic Affairs;
  - Retitle Assistant Dean positions to *Dean* as head of each Academic Program, i.e., Arts and Sciences; Health; and Hospitality, Business, and Legal.

# Reorganization Proposal: *Implementation*



- Specific proposal includes:
  - Retitle the Dean of Student Services to become the ***Vice Chancellor for Student Services***;
  - Establish the ***Kahikoluamea Unit*** in Student Services by augmenting the Holomua Academic Program with Malama Hawai`i and FYE Student Services and counseling resources;
  - Consolidate the College's ***registration function*** by assigning resources to the Kekaulike Information and Service Center for this purpose.

# Reorganization Proposal: *Implementation*



- Specific proposal includes:
  - Create an ***Office for Community and Continuing Education*** (OCCE) to consolidate and coordinate the College's efforts in the areas of community relations, continuing education, rapid response workforce development, and marketing, to be administered by a ***Vice Chancellor for Community and Continuing Education***.

# Reorganization Proposal: *Implementation*



- Specific proposal includes:
  - Consolidate management of administrative services by placing academic and administrative printing and publications, mail services, emergency preparedness, grounds-keeping, and custodial services, in an ***Auxiliary Services, Security Services, and Facilities Management Unit***, under the Office for Administrative Services and its Vice Chancellor.

# Reorganization Proposal: *Implementation*



- The proposal was delivered to the Vice President of Community Colleges today.
- Next Steps:
  - Union consultation
  - Administrative review and approval





# Strategic and Long Range Development Plans – Update 2008 - 2015



# KCC Strategic Planning 2008-2015: Moving Forward



- Begin January and finish May, 2008
- Alignment with UH and UHCC Strategic Outcomes is already strong.
- Review planning context, vision, values, and mission statements.

# KCC Strategic Planning 2008-2015: Moving Forward



- Encourage student, faculty and staff engagement. Some participants from the 2006 Self Study process and some new faculty and staff.
- Representatives invited from governance bodies (Faculty Senate, Staff Council, Student Council, Native Hawaiian Council), and all academic programs and support units with tactical plans.
- Integrate Planning Agenda and Recommendations from Self Study 2006

# KCC Strategic Planning 2008-2015: Moving Forward



- Greater engagement of community stakeholders. Invited for March, April, May monthly meetings.
- Alignment with budgetary cycles (biennium and supplemental).
- Alignment with grants development.

# Current Strategic Plan, 2003-2010



## ➤ Strengths of the planning process:

- Planning Context – Internal and External Factors Considered in the Planning
- Vision, Values, Mission Statement
- Seven Goals with objectives and actions
- Alignment with UH and UHCC Strategic Plans
- Framed Tactical Planning by 8 academic programs and 9 administrative and educational support units, 2004-2007, 2007-2010.

# Current Strategic Plan, 2003-2010



- Areas needing improvement in the planning process:
  - Need for more community stakeholder input
  - Need for clearer alignment with budgeting process (biennium, supplemental requests to legislature)

# Current Strategic Plan, 2003-2010



- “Only four of seven community college campus plans demonstrate cohesion by sharing identical goals with the community college system...Kapi’olani CC adopted goals that are a blend of the university system and the community college system.”
- Systemwide Financial Audit of the UH System: Phase II, December 2007, page 2.

# UH and UHCC Strategic Outcomes, 2008-2015

## Alignment with KCC Seven Goals



### Outcome 1) Native Hawaiian Educational Attainment -

To position the University of Hawai'i as one of the world's foremost indigenous-serving universities by supporting the access and success of Native Hawaiians.

### Goal 4 Champion Diversity in Local, Regional, and Global Learning

Objective 1 Recognize our responsibility to honor and strengthen the Hawaiian language and culture and to serve the Native Hawaiian community.



# UH and UHCC Strategic Outcomes, 2008-2015

## Alignment with KCC Seven Goals



### Outcome 2) Hawaii's Educational Capital -

To increase the educational capital of the state by increasing the participation and completion of students, particularly from underserved regions.

Goal 1 Promote Learning and Teaching for Student Success

Goal 2 Building a Learning, Partnering, and Service Network for Student Success

# UH and UHCC Strategic Outcomes, 2008-2015

## Alignment with KCC Seven Goals



### Outcome 3) Economic Contribution -

To contribute to the state's economy and provide a solid return on investment in higher education through research and training.

Goal 3 Building a Learning, Partnering, and Service Network for Workforce and Economic Development

# UH and UHCC Strategic Outcomes, 2008-2015

## Alignment with KCC Seven Goals



Outcome 4) Globally Competitive Workforce -  
Address critical workforce shortages and prepare students (undergraduate, graduate, and professional) **for effective engagement and leadership in global environment.**

Goal 3 Building a Learning, Partnering, and Service Network for Workforce and Economic Development  
Goal 4 Champion Diversity in Local, Regional and Global Learning, Objectives 2 and 3.

# UH and UHCC Strategic Outcomes, 2008-2015

## Alignment with KCC Seven Goals



### Outcome 5) Resources and Stewardship -

To acquire, allocate, and manage public and private revenue streams and exercise exemplary stewardship over all of the University's resources, including physical and human resources.

**Goal 5 To Invest in People: Professionals in a Learning Organization**

**Goal 6 To Invest in the Learning Environment**

**Goal 7 To Contribute as an Equal Partners to UH System Resource Development and Stewardship in Support of Student Learning**

# Long Range Development Plan: KCC in 2020



- Strategic Plan, 2008-2015, drives Long Range Development Planning for “KCC in 2020.”
  - Planning period, approximately March 1, 2008 to March 1, 2010.
  - Much more focus on current and future facilities
  - “Scope of Services” document submitted to UHCC as the basis for the selection of LRDP Consultants.

# KCC in 2020



- Consultants will interact closely with the College's Planning Committee and community stakeholders.
- KCC in 2020-the College of the future needs the ideas and energies of both seasoned and newer faculty and staff.
- "Strategic Planning" Site from Home Page

**SAFETY**



# SAFETY

# GUIDE



## VIOLENT OR HOSTILE SITUATION

## DOMESTIC VIOLENCE

We want you to act and be safe!

*there is some sort of force involved. This force could be in the form of:*

- Hitting, pushing, kicking, etc. another person.
- Brandishing or using a weapon.
- Verbal threats of causing injury or death to another person or themselves.
- Someone is taken hostage.

**If involved in a violent situation you should:**

- Call Police and Campus Security immediately and if possible without alarming the suspect.
- NEVER** negotiate with the suspect.
- NEVER** attempt to disable or disarm the suspect.
- NEVER** pull fire alarms.

**Whenever you call Campus Security and/or Police, you should be able to provide:**

- Location of the incident.
- Nature of the incident.
- Description of suspect.
- If there are any injured and/or unconscious persons.
- Description and license plate of vehicle involved.

*power & control over the other intimate partner.*

*Hawaii Revised Statutes define family or a household member as:*

- Spouses or reciprocal beneficiaries.
- Former spouses or former reciprocal beneficiaries.
- Persons who have a child in common.
- Parents, children or persons related by blood.
- Persons jointly residing or formerly residing in the same dwelling unit.

## CRIME IN PROGRESS





# SAFETY AT KCC



- In response to events both on and off campus, in Hawai`i and the mainland, KCC has stepped up its efforts to maintain a safe and secure campus for students, faculty and staff.
- Training was provided recently for faculty and staff in terms of how to respond to various dangerous conditions from natural disasters to violent people.

# Safety at KCC



- Student Services is providing a brochure to all faculty, staff and students which includes safety tips and places to call for events such as:
  - Stalking,
  - Phishing
  - Dealing with seriously injured person
  - Violent or hostile situations
  - Domestic Violence
  - Crime in progress
  - Sexual Assault and
  - Self Protection

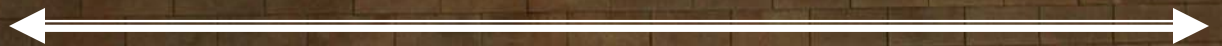
# Chancellor's Update Summary



- The Reorganization of the KCC is moving through the official process. This effort, one in which students, faculty, and staff participated, will improve the ability of the College to meet the needs of our lifelong learning community, both immediate and extended.
- The Strategic Planning process occurring at this time, is providing the College with valuable information from both our students, faculty and staff, and our community partners.
- Safety on campus is a priority of the Administration and it is providing resources to all members of the College family to train and inform them on safety measures and appropriate responses to different conditions.



Kapi`olani Community College  
*Student Congress Update*



Presented by

**Leon Richards**

March 20, 2008