

STUDENT LIFE ANNUAL PROGRAM REVIEW KAUA`I COMMUNITY COLLEGE

Program Name: Student Life
Assessment Period: 2016-2017

College Mission Statement:

Kauai Community College provides open access education and training in an ethical and innovative student-centered and community –focused environment, nurturing life-long learners who appreciate diversity and lead responsible and fulfilling lives.

Program Mission Statement:

Kauai Community College Student Life fosters a collegiate community by integrating academic, cultural and recreational life. The Student Center is a comfortable and inclusive environment, connecting students, the campus community and our many guests by providing opportunities for engagement through program and services.

Part I. Executive Summary of Program Status

Not Available

Part II. Program Description and Background

Kauai Community College, a 2-year public community college, is the only college on the island of Kauai. Its 200-acre campus is located just west of the major town of Lihue. Begun in 1928 as a vocational school, it became a comprehensive community college in 1965.

The Student Life Center is located at the Kauai Community College Campus Center. It serves as the central hub for the Associated Students of the University of Hawaii – Kauai Community College Student Government (ASUH-KCC SG); Student Activities Council (SAC); and Registered Independent Campus Organizations (RICO). The center houses a Student Lounge, Game Room, offices and conference meeting facilities for students and faculty. Venue spaces are also used for college and community events.

Each semester, Student Life collects mandatory student activity fees from students registered in Kauai CC credit courses. These activity fees are allocated and administered by ASUH-KCC SG, a student run division of the college. This student government organization is chartered and sanctioned by the University of Hawaii - Board of Regents to independently account for student activity fee monies and program development.

The fees are managed by the ASUH-KCC SG senate that is composed of student leaders that represent academic divisions and minority groups not classified in a specific division. Senators and the Administrative Council are elected into their position during the spring semester and serve a one-year term during the following academic year. Student leaders attend an annual orientation regarding their duties and responsibilities to Student Life. They are tasked with managing five program areas:

- 1) ASUH-KCC SG - Governance Leadership Training and Development
- 2) University of Hawaii System Caucus – System-wide Advocacy

- 3) Student Activities Council – Co-curricular Activities
- 4) Registered Independent Campus Organization – Special Interest Groups
- 5) Student Life Center Facilities Management – Access and Rejuvenation

The management of the five program areas of Student Life falls under the jurisdiction of Student Services. The current goals of Student Services focuses on the following:

- 1) Access – publications, online, in-person services such as disability services, financial aid and community liaison.
- 2) Retention – academic planer, scheduling, early alert, contract for academic success, orientation, life skills, supporting campus and system initiatives
- 3) Personal Development – workshops on financial literacy, leadership training, time management and study skills.
- 4) Campus Leadership – student Government, division liaison and academic schedule building.
- 5) Diversity - student activities/clubs.

During the course of the last five years, Student Life incorporated the Student Services goals within the Student Life program areas.

PROGRAM ONE:

ASUH-KCC SG – LEADERSHIP TRAINING AND DEVELOPMENT

- a. **STUDENT SERVICES GOALS:** *Personal Development – Leadership Training, Campus Leadership – Student Government*
- b. **COLLEGE GOALS:** *Access, Personal Development, Community Development*

The two primary functions of ASUH-KCC SG is governance and programming. First, the senate provides student leadership and representation on various campus and state committees and is a recognized vehicle for constituents to voice needs and concerns to the administration and faculty. Secondly, student government sponsors and supports student activity programming through a variety of activities that support diverse needs of all Kauai CC students. These activities are supported through funds derived from student activity fees.

Student leaders are encouraged to participate in state and national groups that address systemic and national issues and educational trends. Institutional support and learning comes from the Hawaii Student Life Advisors (HASLA), American Student Association of Community Colleges (ASACC) and the Association of College Unions International (ACUI). These groups provide students with personal and leadership development, training and support.

Governance and participation plays an important role in the overall well being of the Kaua'i CC Campus. Each leader is tasked to serve in specific campus divisions, as well as listen to and address concerns of all constituents. As such, each leader is required to serve in several campus committee's to ensure that the voice of students are included in the decision making process for institutional matters that directly affect students.

Table 1 shows a total of 83 student leaders from academic years 12-13 to 16-17. The table shows active participation with an average of 16 per academic year. The total maximum amount allowed for Student governance voting is 18. While serving their term in office, students receive the opportunity to learn and practice leadership theories and utilize practical skills such as communication methods, problem solving, critical thinking and planning.

Recruitment for potential student leaders begins during the summer season during New Student Orientation held in June, July and August. During these sessions, current leaders are given an opportunity to talk about the various divisions that make up Student Life. The one-on-one informal talk sessions cultivate positive relationships that encourage students to participate in clubs, committees or student government.

TABLE 1

ACADEMIC YEAR	Number of Participation Student Government
16-17	15
15-16	14
14-15	15
13-14	18
12-13	21
TOTAL	83

A major responsibility of Student Government leaders is to actively participate in campus and state committees. By participating in committees that include faculty, staff and administration, students practice leadership skills in communication and negotiation, share opinions and thoughts, gain better insight on how the college operation, and build life-long professional relationships. Students are then able to transfer these valuable skills to all facets of their personal and professional lives.

In addition, student leaders meet regularly with their constituents according to the division they serve. Each month, leaders approach students and “talk-story” to gain a general pulse of what is happening in their academic programs. A general survey usually accompanies these “talk-story” periods to see if the campus is on track.

The efforts of ASUH-KCC SG meeting and talking with students remain fruitful. A number of initiatives were accomplished through direct communication with students. One such success in 2014 was the extension of the two-year agreement with the County of Kaua`i to maintain the Kaua`i CC bulk rate Bus Pass until Spring 2018. This agreement allows students to ride the Kaua`i Bus for a flat fee of \$24 per semester (4 months). With the collective help of student leaders, faculty and administration, Kauai CC can boast that it is the first of the neighbor islands to initiate such a plan. This initiative originated with

TABLE 2

COMMITTEES	12-13	13-14	14-15	15-16	16-17	TOTAL:
Accreditation/Self Study	15					15
ACUI-Region 15 Conference		8				8
Art Advisory Group		1	1	1		3
Assessment		1	1	1		3
Award Committee				1		1
BOR Excellence in Teaching	3	3	2	2	2	12
Campus Safety and Operations	1	3	1	2	2	9
College Council	2	2	2	2	2	10
Curriculum	1			1		2
Commencement	3	3	3	1	3	13
Fall New Student Orientation	15	18	16	7	7	63
HASLA Conference	19	18		18	13	68
Hawaii College & Career Fair	7	7	8			22
Health and Wellness		3	2	1	2	8
Info. Tech & Website				1	1	2
International Education		2	2	2	1	7
KCC Blood Drive				8	7	15
KCC NSO Committee	1	2	1	2	2	8
Makaloa Council		2	2	1	1	6
Marketing/Enrollment/Outreach		2	1			3
Spring New Student Orientation	9	8	11	9	5	42
Student Conduct	4	4	4	2	4	18
Sustainability	2	2	1		2	7
Transportation Committee				1	1	2
UHCC Student Leadership Seminar	3	3	3	3	3	12
UH System-Wide Strategic Planning	1	1	1	1	2	4
TOTAL:	86	93	62	67	60	363

student government in which leaders played a major role in garnering support from the students through the collection of data, research and working with the college administration and other external entities to make the project a reality.

Aside from working with constituents, student leaders volunteer in campus and state committees and national conferences. Table 2 documents a list of student participants from 12-13 to 16-17.

A total of 363 students participated in Kaua`i CC, University of Hawai`i System committees and national programs since 12-13. The highest participation was in 13-14 with 93 students, and the lowest participation rate was in year 16-17 with a total of 60 students. The drop in student participation is consistent with the overall drop in the student body population. While the number of participants dropped significantly from 13-14 to 14-15, student involvement remains constant.

In addition to student participation at the campus level, student leaders continue to volunteer in-kind assistance to non-profit organizations to fulfill their mission of service to the community. The benefits of volunteering for non-profit organizations expose students to different work environments, gain on-site volunteer experience and establish long-term external relationships.

Some of the community agencies include:

- a. Marine Core League - Toys 4 Tots collection/distribution
- b. Military Blood Drive – community blood drive
- c. University of Hawaii Warrior Football Day – Spring Practice
- d. Veterans Center– Night at the Museum Fundraiser
- e. Veterans Day Parade – Civilian and Military Line-up
- f. Wilcox Foundation Dinner – Equipment Fundraiser
- g. Zonta Club of Kaua`i Eat Dessert First - Scholarship Fundraiser
- h. YWCA & UH Women’s Center–Violence Awareness Activities
- i. Hui O Laka – Removal of invasive black berries in Kokee State Park
- j. Save Hule`ia River and Nawiliwili Bay Watershed – Removal of invasive mangrove species at river mouth
- k. Project A.R.T. – Boys and Girls Club and Hawaii Food Bank Fundraiser
- l. County of Kauai – University of Hawai`i Football Scrimmage

ANALYSIS OF PROGRAM STRENGTHS

Overall, Student Government continues to play a major role on campus and actively pursues symbiotic relationship with the general community. Through the group’s involvement at all levels of the decision making process, student leaders continue to provide valuable institutional input to help the college reach its overall mission and goals. To build effective leadership skills, new and current leaders are required to attend on-going leadership training that focus on Parliamentary Procedures, Robert’s Rules of Order and workshops on planning activities and funding proposals.

At the end of each academic year, student leaders attend a planning, awards, installation and appreciation luncheon. A celebration of student leadership accomplishments throughout the year is recognized with a distribution of service plaques and awards are given to outstanding student leaders.

IDENTIFIED WEAKNESSES AND AREAS NEEDING IMPROVEMENT

Student Leaders held a two-day retreat in September 2017 to review the goals and initiatives of student government. Recruitment and communication were the top priorities for the upcoming year. A recruitment and succession plan is needed to improve the overall stability of the organization. Leadership training and development is also requested to train new and merging leaders.

GOALS

- 1) Establish an on-going recruitment plan.
- 2) Establish an on-going communication plan with students
- 3) On-going leadership training

ACTION PLAN WITH TIMELINE

- 1) Recruitment of new potential leaders during new student orientations – August 2016 and January 2017; Club Day functions and college committees.
- 2) Plan Student Government advertising activities – November 2017, March 2018
- 3) Invite trained professional to offer leadership workshops and training.
- 4) Leadership Training through Ho’opili Hou, Association of College Unions International – January 2016, January 2017, January 2018

PROGRAM TWO:

UH SYSTEM CAUCUS - ADVOCACY

- a. **STUDENT SERVICES GOALS:** *Personal Development – Leadership Training; Campus Leadership – Student Government*
- b. **CAMPUS GOALS:** *Access; Personal Development; Diversity*

ASUH-KCC Student Government along with the advisor’s input is given the task of appointing two student delegates to serve on the University of Hawaii System Caucus. The caucus includes students from the seven public community colleges and three universities. The UH Caucus is officially sanctioned by the University of Hawaii - Board of Regents and is tasked to address systemic concerns and issues. The caucus conducts advocacy training in leadership and lobby’s the State of Hawaii Legislature to increase funding support of University of Hawai`i initiatives.

Kauai CC student delegates have fought for a number of systematic issues. Most notable were legislative actions to increase campus security watch twenty-four hours a day, seven days a week across the University of Hawai`i system; support for the construction of a new campus for the University of Hawai`i – West Oahu; repair and rejuvenation of the Hawaii Community College campus; and addressing important proposals such as tuition fee increases and research. Kauai CC is very consistent in providing adequate representation and participation in the system.

University of Hawai`i Student Caucus

- *3 representatives – 2016-2017*
- *2 representatives – 2015-2016*
- *2 representatives – 2014-2015*
- *3 representatives – 2013-2014*
- *2 representatives – 2012-2013*

ANALYSIS OF PROGRAM STRENGTHS

Kauai Community College student delegates are performing relatively well in their roles as representatives. They understand their roles and responsibilities and have consistently attend monthly meetings held at various University of Hawaii colleges and universities. Reports are submitted in a timely basis and on-going discussion is presented at every student government meeting.

IDENTIFIED WEAKNESSES AND AREAS NEEDING IMPROVEMENT

Leaders have expressed a concern regarding the need for leadership training and understanding the various functions of UH Caucus and the University of Hawaii System and the legislative system.

GOALS

- 1) Support UH Caucus Delegates with on-going leadership training.
- 2) Work closely with the UH Caucus Delegates and the University of Hawaii System on providing adequate background information and history on systemic issues that arise during official meetings to members of the ASUH-KCC Student Government.

ACTION PLAN WITH TIMELINE

- 1) Attend University of Hawaii Strategic Planning Seminar – September 2016, 2017
- 2) University of Hawaii System Legislative Workshops – November 2016, Fall 2017 UH
- 3) UH Caucus delegates will continue to focus their energies on systemic concerns and support system-wide initiative. Student Government Advisor will provide adequate background information and history on systemic issues and concerns – Ongoing

PROGRAM THREE

STUDENT ACTIVITY COUNCIL (S.A.C.) - PLANNING

- a. **STUDENT SERVICES GOALS:** *Personal Development – Leadership Training; Campus Leadership – Student Government; Diversity – Student Activities/Clubs*
- b. **COLLEGE GOALS:** *Access; Personal Development; Community Development; Diversity*

Student activities play a vital role in an individual's overall educational experience at Kaua'i CC. Participation in clubs or organizations, or assisting with organizing or producing an event, can bring forth valuable knowledge in interpersonal development, communication, and leadership skills that will contribute to the establishment of a well-rounded foundation. These skills are necessary to help build personal confidence and gain positive organizational experiences that can be transferred to leadership roles in the community and employment.

Since Student Life is responsible for creating programs that meet the broad interests and needs of all students, it was decided to separate student life activities from student government. The Student Activity Council (SAC) was formed specifically to focus on co-curricular activities. In Fall 2010, (SAC) was officially chartered to plan and implement activities for the campus community. This allowed for greater flexibility and inclusion of all students whose primary interest is co-curricular activities rather than governance or advocacy.

To gain a better understanding of student needs, SAC explores the interests of students through surveys and informal interviews. The data in Table 3 provided leaders with a better understanding of the kinds of activities and events the committee should focus on in successive semesters. The results of the survey guided student leaders to organize and implement a number of activities during the 12-13 academic year as well as successive years. Examples include weekly Coffee Breaks, County of Kaua'i Candidate Forum, College Night, etc.

TABLE 3

INFORMAL QUANTITATIVE SURVEY COLLECTED 12-13	
Type of Activity	Number of Responses
Club Awareness/Participation	77
Multi-Cultural Performance	56
Arts and Crafts	74
International Awareness	35
Ethnic Dances	51
Inspirational Speakers	53
Authors	25
Independent/Feature Films	78
Political Speakers	24
Choir Performances	32
Club Nights	54
Musical Performances	79
UH Football	51
UH Wahine Volleyball	42
UH Women's Soccer	21
Ping Pong Tournament	29
Entertainment/Technology	67
College Bowl	19
UH Men's Volleyball	21
UH Men's Basketball	20
Pool Tournament	37
Poetry Slam	28
Seasonal Events	76
Karaoke	62
Environmental Awareness	73
Island music	1
Legislative	1
June Jones	1
Acting class skits	1
Chess tournament	1

The informal survey continues to serve as a valuable tool for future planning of events and activities and encourages leaders to communicate and interact with constituents. A new Student Life survey is being implemented for Fall 2017 and will be delivered at all student activities and functions.

Table 4 shows a collective list of popular and re-occurring events and activities recorded from 12-13 to 16-17. The data includes an approximate number of student participation documented from mandatory sign-in sheets for each event. The data shows a total of 11,090 students attended student life sponsored activities over a period of five years. Year 16-17 garnered the highest number of student and community participation

with a yearly total of 2994. The highest SAC event attendance is the Spring Festival with a five year total of 2895.

TABLE 4

MONTH & EVENT TITLE	12-13	13-14	14-15	15-16	16-17	TOTAL:
AUGUST						
E Komo Mai			58	72	68	126
Fall New Student Orientation	136	98	46	61	75	355
SEPTEMBER						
Club Day	132	214	108	119	113	567
OCTOBER						
KCC Blood Drive			114		119	233
Halloween Bash	81	106	116	96	142	445
Movie Night Under Stars					201	201
NOVEMBER						
Afternoon Recess	62		77	78	71	210
Snack Night	83		77	65	68	228
Women in the Military			46			46
SafeTalk Training			36			36
DECEMBER						
Lights on Rice	39					39
Winter Bash			58	74		58
JANUARY						
SP New Student Orientation	37	17	19	25		73
Club Day	149	142	131	152	160	582
Ho`opili Hou Conference	155			130		285
FEBRUARY						
Club Social			12			12
Club Day	82		96			178
KIUC Forum	117					117
KCC Blood Drive					117	117
MARCH						
ST. Patrick Day Celebration	84	81	93	125	119	377
APRIL						
KCC Blood Drive					115	115
Earth Day Awareness	229	238	222			689
Spring Festival	624	691	780		800	2895
Student Gov. Election	119	80	97	110	91	387
Afternoon Recess	76	73	81	76	82	312
Snack Night	82	62	73	68	59	276

Movie Night Under Stars					300	300
MAY						
Prom Night				144	72	72
JUNE						
Fall New Student Orientation	27	21	26	30	31	105
JULY						
Fall New Student Orientation	42	36	47	43	33	158
TOTAL:	2356	1859	2413	1468	2994	11090

ANALYSIS OF PROGRAM STRENGTHS

The Student Activities Council has actively grown into a major force on campus. Since its inception in Fall 2010, the group has steadily increased its student leadership participation and has developed effective methods of planning and delivery of its functions. SAC's tight relationship with ASUH-KCC Student Government has allowed the group the ability to remain flexible in how it uses its funds to deliver co-curricular activities.

IDENTIFIED WEAKNESSES AND AREAS NEEDING IMPROVEMENT

The Student Activities Council is working to maintain student participation each year. Training is constantly needed in order to help students understand the campus procurement process, activity planning methods and actual implementation of its programs. To increase campus participation, more emphasis is needed in the areas of marketing and public relations. Although common advertising practices such as flyer distribution and collective e-mail blasts are used, more creative advertisement styles are needed to effectively bring awareness to the entire student population.

Also important is the need to find a permanent home for SAC members. At the present time, student leaders are using Classroom 1, Room 212 located in the Student Life Center as its primary meeting site. However, the classroom is shared with credit programs and is constantly being used by RICO groups and various campus organizations. Permanent set-up is difficult, so the group is required to set-up and break down between events and classroom use.

SAC voted strongly on pursuing a permanent space via the APRU Process. Similar to the spaces given to Student Government, SAC needs a permanent space to store records and conduct its meetings and plan activities without the issue of set-ups and break-downs. Room 220, Office 5 located in the Student Life Center is a suitable space that is large enough for SAC to plan its daily activities, hold their weekly meetings and store documents and records. However, that space was given to the Waialeale Project.

In addition, SAC was granted the temporary use of Room 216, Office 2 located in the Student Life Center to maintain its files and records. However, that space was also given to the Waialeale Program. SAC is currently asking for the permanent use of Rm 211, the former Radio Station located in the Student Life Center. Until such time, student leaders do not have a permanent space to conduct and plan co-curricular activities.

GOALS

The Student Activities Council reiterated during their retreat in September 2017 to pursue the following goals:

- 1) Improve and develop new ways of promoting and advertising SAC activities.
- 2) Improve Data collection and develop measureable data.
- 3) Update the Student Life webpage by working with the Kauai CC Web Manager .
- 4) Submit an APRU to the Kauai CC Cabinet and the College Council to pursue a permanent space for the purpose of conducting its day to business and planning of co-curricular activities.

ACTION PLAN WITH TIMELINE

- 1) Fill in vacant positions for the Director of Public Relations and the Director of Advertising – August 2017.
- 2) Develop new Student Life logos and marketing plan – January 2018
- 3) Meet with Institutional Researcher to develop a survey measurable data- January 2018
- 4) Meet with the Campus Webmaster to create a new plan to update the current Student Life website – July 2017
- 5) Create a Permanent Space Committee to research, prepare and present the proposal of a new SAC office/work room to the Kauai CC Cabinet and College Council – January 2018

PROGRAM FOUR

REGISTERED INDEPENDENT CAMPUS ORGANIZATIONS (R.I.C.O.) – SPECIAL INTEREST GROUPS

- a. **STUDENT SERVICES GOALS:** *Personal Development –Leadership Training; Campus Leadership – Student Government; Diversity – Student Activities/Clubs*
- b. **COLLEGE GOALS:** *Access; Personal Development; Community Development; Diversity*

To meet Kauai CC's goal of personal development and cultural diversity, Student Life strives to inspire and support a broad array of campus clubs. The importance of infusing and encouraging student participation in clubs, complement a student's overall campus life experience, fosters global understanding and appreciation of diverse cultures, and also gives students a whole new perspective and access to different opportunities both at the college and the community that isn't normally accessible through the academic world. To assist the organizational solicitation and regeneration of campus clubs, Student Life sponsored a series of opportunities to encourage student participation. This includes the bi-annual Club Day that all students gather to obtain information regarding the mission, goals and time commitment of each club. Other club activities include Club Socials in which Registered Independent Campus Organizations (RICO) groups get together to learn about each other's clubs and participate in friendly games and fellowship. The third role of Student Life involves providing support to each organization on annual registration, liability advice, reservation of conference rooms, recruitment strategies, constitution and bylaw revisions, steps to creating new clubs and effective public relations.

TABLE 5

RICO CLUB	Type	12-13	13-14	14-15	15-16	16-17	TOTAL
CHI Alpha	Religious	17	18			8	43
Club Math	Academic	12	15	40	25	40	132
Culinary Arts Club	Academic	23	11	15	15	16	80
Electronics Club	Academic	9	7	8			24
HOSA Club	Health Career		8	7	15	11	41
Hookui Career Club	Occupations	7	6				13
Hui O Hana Pookela	Hospitality	9					9
International Club	Culture/Language			18	12	15	45
Kauai Auto Tech Club	Academic		13	9			22
Kauai Catholic Ministries	Religious	7					7
Kauai Gamers Club	Entertainment			19	16	20	55
KCC Accounting Club	Academic	15	14	11			40
KCC Anime Manga Club	Entertainment	6	6	7			19
KCC Choral Music Club	Entertainment	21	15	3			39
KCC Dance Club	Entertainment	23	15				38
KCC Sustainability Club	Environment			12	6	12	30
Ku Pono I Hookahi Club	Culture/Language		9	12	13	18	52
La Turtulia Espanola Club	Culture/Language		9	9			18
Na Liko Aloha O Kahui	Culture/Language	12	15	19			46
Nihongo Kurabu	Culture/Language	5	11	15	16	16	63
Nursing Club	Academic	23	34		26	25	108
Pamantasan Club	Culture/Language	15	10	8	15	16	64
Phi Theta Kappa	Honor Society	10	12	23	26	25	96
Student Vets of America	Military Veterans	6	7	6			19
Waialeale Club	Academic			15	18	24	57
	TOTAL	220	235	256	203	246	1160

Table 5 contains a listing of 285 clubs and their participation rate from 12-13 to 16-17. The data was collected from club meeting minutes submitted to the Student Life Office. A total of 1160 students joined registered organization at Kauai CC.

In order to assist with the disbursement of grant monies to each organization, the Student president and advisor of each RICO group are required to attend an annual orientation meeting with the Student Life Coordinator. A comprehensive RICO Club Student Handbook given to each club is reviewed with discussion focusing on the registration process; grant funding procedures; risk and liability information; campus service; and reservations.

ANALYSIS OF PROGRAM STRENGTHS

RICO groups receive support and guidance from the Student Life Office and are encouraged to apply for grant funding collected through student activity fees each semester. With proper recognition status, club members are granted permission to utilize campus facilities at the Student Life Center and in many areas of the campus. RICO groups enhances the overall learning experience and encourages members of “like minds” to explore interests in a positive and safe environment. In addition, leadership and communication skills are developed through hands-on activities.

IDENTIFIED WEAKNESSES AND AREAS NEEDING IMPROVEMENT

With the constant turnover of club officers and members every year, new ways of supporting clubs is needed to maintain active student participation each semester. Further clarification and incorporation of the University of Hawaii Board of Regents (BOR) relationship to independent organizations must be addressed at the campus level to effectively inform groups of inherent risk & liability issues.

GOALS

- 1) Establish a relationship with ASUH-KCC Student Government Vice President to work with RICO groups
- 2) Continued leadership development for RICO groups. Schedule regular workshops to assist groups with leadership development.
- 3) Update the RICO Student Club Handbook.

ACTION PLAN WITH TIMELINE

- 1) Train ASUH-KCC Student Government Vice President to work with RICO groups – August 2017
- 2) Schedule regular workshops to assist groups with leadership development – November 2017
- 3) Continuous revision of the RICO Handbook to be in-line with the BOR Chapter 7 Policy on the University’s relationship with campus clubs – January 2018

PROGRAM FIVE

STUDENT LIFE CENTER FACILITIES MANAGEMENT – ACCESS AND REJUVINATION

- a. **STUDENT SERVICES GOALS:** *Access; Personal Development – Leadership Training; Diversity*
- b. **COLLEGE GOALS:** *Access; Diversity*

The Student Life Center located on the second floor of the Campus Center is the central hub for student activities, governance and club participation. The 7500 square feet area houses three distinct areas that include a student lounge, game room, student government offices and a conference room.

a. Student Lounge

The Student Lounge contains a sitting and relaxation spaces, study sections, flat panel televisions, free internet connections and computer and a Student Life Office that lends out gaming equipment and produces free official University of Hawai`i

identification cards that dually serves as the Kaulana Kaua'i Bus Pass and free internet access. Students also have access to a Karaoke system and a coffee and snack station.

b. Game Room

The 700 square feet Game Room houses a number of equipment for student enjoyment, social interaction, or to release some stress after a day of academic studies. Equipment includes a professional grade Ping Pong Table, a Soccer Foosball, two billiard pool tables, gaming equipment for Xbox, Play Station and Wii, and two 42 inch flat panel television that broadcast major DirecTV sporting events. Also available are spaces for dance practices, performances and wellness classes.

c. Student Government Office and Conference Rooms

The offices serve as the official location for student leadership. These offices have undergone major renovations to government officials. Each space is equipped with state of the art computers, efficient desk spaces, work areas to create advertisements and large banners, and a major conference room to accommodate large meetings, a flat panel television to broadcast educational programs and a vehicle to communicate with students across the state.

Maintenance of the area requires constant repairs and rejuvenation of spaces to keep up with the number of daily student visits shown in Table 7. Most recent renovations include: reupholster of two billiard pool tables; purchase of a professional grade ping pong table, refurbishment of the Foosball game; purchase of five flat panel televisions; yearly contract with DirecTV satellite transmission; renovation of the Student Life/I.D. Room, replacement of carpets with simulated wood floors, replacement of work desks to efficiently accommodate nineteen student leaders; purchase and replacement of new computers to serve both student leaders and the student body, and expansion of storage spaces.

To maintain the multiple facilities, Student Life hired part time student employees under the Bridge to Hope Program to assist with managing the center. In addition, student government leaders volunteer two hours per week.

TABLE 6

STUDENT LIFE CENTER SIGN-INS	
ACADEMIC YEAR	NUMBER OF SIGN-INS
16-17	5112
15-16	4821
14-15	4562
13-14	4017
12-13	3985
TOTAL	22,497

The number of sign-ins in Table 6 indicates a general increase of usage of the Student Life Center. From academic year 12-13 to 16-17, a total of 22,497 students have used the Student Life Center primarily for relaxation and to meet classmates between classes. Of the total of 5112 students in 16-17, an average of 568 students used the space on a monthly basis.

TABLE 7

STUDENT LIFE CENTER SURVEY 09/09/2014 and 09/30/2014					
	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The staff was friendly and polite?	75 (89%)	9 (11%)			
2. The staff was eager to help with my questions?	66 (79%)	18 (21%)			
3. The office was well organized and clean?	74 (88%)	10 (12%)			
4. The environment felt welcoming and friendly?	74 (88%)	10 (12%)			
5. The Student Life Center felt safe?	77 (92%)	7 (8%)			
	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
6. Overall, how satisfied were you with your visit?	63 (75%)	21 (25%)			
	Very Likely	Likely	Neutral	Unlikely	Very Unlikely
7. How likely are you to visit us again?	78 (93%)	4 (5%)	2 (2%)		
8. Student Life Survey Comments:					
<ol style="list-style-type: none"> 1. "Happy." 2. "Love the place and Staff." 3. "Very Friendly." 4. "Keep up the good work." 5. "The new setup looks great! Please add some plants and sheer curtains to the windows by the pool table." 6. "Cool!! Thanx!!" 7. "She's Great!!! Awesome job guys keep it up...." 8. "Can't wait to relax in AC." 9. "Staff friendly." 10. "Rayana very sweet." 11. "Love the setup." 12. "The way the staff welcome and help me was every bit of what aloha really means. Thank you." 13. "Thank you for being so polite." 14. "Keep up the good job." 15. "Melissa was awesome." 					

16. *"Large coffee tables in middle of couches so doing homework would be possible when tables are full."*
17. *"Awesome."*
18. *"Keep up the great work."*

In Fall 2014, a Student Life Center survey was initiated to measure the pulse of student users. A total of 84 individuals responded to the survey and is compiled in Table 7. Overall, the comments were very positive. At 92%, students agreed that the Student Life Center was a safe place to congregate. 89% of respondents concurred that the staff was friendly and polite. Another 93% of students have the intention of returning to the center in the future. The survey comments were also positive.

New survey instruments are currently being designed with the college institutional researcher and will be disturbed in January 2018.

Student Life has witnessed a steady growth in participation. This is perhaps attributed to an increase of the general student population, the focused efforts on marketing and public relations and the addition of more functional spaces. This has resulted in increased usage from registered clubs, credit courses and campus functions.

Some activities held at the Student Life Center included:

- a. Karaoke Thursdays
- b. New Student Orientations
- c. RICO Club Day
- d. Kaua`i Island Utility Cooperative (K.I.U.C.) Forums
- e. Earth Day Celebration and Panel Discussions
- f. Phi Theta Kappa, Alpha Pi Xi Induction Ceremonies
- g. Kaua`i CC Dance Club Practices
- h. Chi Alpha Christian Fellowship weekly meetings
- i. Anime and Manga Club shows
- j. Afternoon Recess and Snack Night
- k. Radio Club weekly meetings
- l. Student Life Council meetings
- m. Ice Cream Social
- n. ASUH-KCC Student Government weekly meetings
- o. Blood Drive Sign-ups
- p. Halloween Bash
- q. St. Patrick Day Celebration
- r. Suicide Prevention and Awareness Workshops
- s. American Recycle Day
- t. Open Mike at the Lounge
- u. Go Forward! Agree to Degree
- v. Student Film/Video Presentations
- w. Kaua`i Museum Satellite Exhibits
- x. Armed Forces recruitment
- y. Kauai CC Faculty vs. Student Softball Tournament
- z. Dance Club practices
- aa. Kauai Recycles Day

- bb. Excellence in Education Day
- cc. Afternoon movie shows
- dd. Week Without Violence Activities
- ee. Waialeale appreciation activities
- ff. Medical Assisting Pinning Ceremony
- gg. Free Electronic Waste Recycling
- hh. Student Veterans of America Advising and Registration

To address some of the issues regarding the need for additional spaces, student leaders advocated for an expansion in spaces on the second floor of the Campus Center. Eventually, the college supported the request the expansion of student life by renovating the “Old Student Services” area. The proposed plan included a multi collaboration/study area, an additional multi-use classroom, expanded storage areas, printing and supply room, Board of Student Publication workroom, several offices and an ADA compliant restroom. These multi-use additions have attracted more students to the Campus Center and is used daily to accommodate multiple credit and co-curricular activities. The renovation project was completed in June 2014 with a grand opening celebration shortly thereafter.

Also new to the Student Life Center is the installation of a healthy snack vending machine positioned near the entrance of the Student Life Center. Leaders brought up concerns from the student body regarding the limited access of snacks and refreshments from the Cafeteria that closes at 1 pm and the far walk to the bookstore for students attending classes near the Campus Center. With the assistance of administration and the diligent work of student leaders, a vending machine is now often used on a daily basis.

Another improvement to the Student Life Center is the installation of an AMT Machine. Student Leaders worked on a vendor contract with the University of Hawaii System and Kauai Government Employees Federal Credit Union. A grand opening celebration was done in January 2016.

The center continues to play a vital role in the holistic development of students. It serves as the central hub for the Associated Students of the University of Hawai`i –Kaua`i Community College Student Government, the Student Activities Council and Registered Independent Campus Organizations. It is an area where ordinary students can emerge as leaders of the community through leadership training and development, a place to explore and create programs that meet diverse needs, and a haven for student engagement and interaction.

ANALYSIS OF PROGRAM STRENGTHS

The most positive factor is the efficient design of the Student Life floor plan. Students can easily move to different parts of the building without getting lost, and students appreciate the constant renovation and improvement of the Student Lounge and Game Room areas.

IDENTIFIED WEAKNESSES AND AREAS NEEDING IMPROVEMENT

With the increased daily usage of the facilities, more student workers are needed to maintain and upkeep the multiple facility areas. While a permanent part-time student assistant position was approved, and a partnership with the First To Work/Bridge to Hope

Program continues to provide employment opportunities for single parents. Continued recruitment is needed to maintain daily operations.

A fulltime clerk steno position is needed to assist the Student Life Coordinator with processing requisitions, updating policy handbooks and digitizing PCard purchases.

GOALS

- 1) Train and Hire more facilities management personal.
- 2) Continue to renovate outdated spaces and improve existing ones.
- 3) Hire a fulltime clerk steno position.

ACTION PLAN WITH TIMELINE

With the approval of legislative funding and support from the campus administration, Student Life worked on expanding services by renovating additional spaces located in the “Old Student Services” area on the second floor of the Campus Center. The new additional space includes a multi-collaboration/study area, an additional multi-use classroom, expanded storage areas, printing and supply room, Board of Student Publication Office and work area, several offices and an ADA compliant restroom.

- 1) Purchase additional furniture for the collaboration area and the outside spaces.
- 2) Purchase co-curricular equipment for outdoor activities
- 3) Prepare and submit a proposal in the APRU process in 17-18, to hire a full-time clerk-steno position to assist with requisitions and office work required to fulfill needs of each of the five programs.

CONCLUSION

In conclusion, the Student Life Center located at the Kauai Community College (KCC) Campus Center is the central hub for the Associated Students of the University of Hawaii - KCC Student Government (SG), the Student Activities Council (S.A.C.) and Registered Independent Campus Organizations (R.I.C.O.). It is an area where ordinary students can emerge as leaders of the community through leadership training and development, a place to explore and create programs that meet diverse needs, and a haven for student engagement and interaction.