



**ANNUAL**  
REPORT OF PROGRAM DATA  
**2022**

UNIVERSITY of HAWAII  
**KAUAI**  
COMMUNITY COLLEGE



Student Life

## 1. Program or Unit Description

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### Program or Unit Mission or Purpose Statement

Kauai Community College Student Life fosters a collegiate community through education, empowerment, and engagement of students.

- Educating students about the campus and the University of Hawai'i at a systemic level.
- Empowering students to have a voice at all levels that require student input.
- Engaging students with activities that enhance the overall college experience.

### Target student or service population

New, Continuing, Transfer, Unclassified, Returning students

## 2. Analysis of the Program/Unit

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Discuss the Program's or Unit's strengths and areas to improve in terms of Demand, Efficiency, and Effectiveness based on an analysis of the program's Quantitative Indicators or comparable unit-developed measures or program-developed metrics. Include a discussion of relevant historical-trend data on key measures (i.e., last three years).

Discuss significant program or unit actions (new certificate(s), stop outs, gain/loss of position(s), results of prior year's action plan, etc.). Include external factors affecting the program or unit.

Instructional programs must include ARPD health indicators with benchmarks to provide a quick view on the overall condition of the program; CTE programs must include an analysis of Perkins Core indicators for which the program did not meet the performance level.

[insert ARPD data table, if available; else, insert unit or program specific data used for review]

### DEMAND

Reflecting on academic year 2021 to 2022, demand for student activities and participation has improved from prior years. While the delivery of programs and activities will be forever changed because of the pandemic, new ways of addressing student needs and services has emerged. Much consideration was given to finding new ways to recruit students, offering programs to a "half-empty" campus, and serving those who choose to remain in the virtual world.

In Spring 2022, pandemic restrictions were lifted, giving students the freedom to physically come to campus. This in turn helped spur the demand for student life. Student Government and Student Activities Board worked on building student advocacy and representation, along with providing limited activities with expected growth in the future. Membership grew from five to nine student leaders in in 2022, which allowed for the expansion in events and activities.

While student activities in 2021-2022 did not fare as well as in 2020-2021, student leaders devoted much effort into existing campus programs such as participating in "Find Your Future" events and smaller "doable" projects, such as improving the physical spaces of the Student Life Center, upgrading outdated computer systems, re-organizing, and repurposing spaces, installing new outdoor umbrella and seating areas at the Campus Center, creating new banners, recruitment flyers, vlogs and working on the overall branding of Student Life.

Registered Independent Student Organizations (RISO) also increased in student participation from three clubs in Fall 2021 to five clubs in Spring 2022, reiterating the importance for rebuilding comradery and face-to-face social interaction.

On-line visits to the Kauai CC Student Life website also increased from 873 to 934 unique page views in 2022.

In order to keep virtual students “in the loop” with campus happenings, student leaders introduced a social media application called “Discord.” Working on a video game platform, the server gave students the ability to access five Student Life program channels in one place. Students access programs through a computer or smart phone to join clubs, gaming groups, attend student government meetings, view, collaborate, share, and keep up with daily news.

Student Life Center facilities use reservation applications also saw a steady growth in 2021-2022.

<b>DEMAND</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	
Number of Student Activities Planned	15	5					Healthy >= 7 Cautionary <= 5 Unhealthy <=3
Number of Active Clubs	3	5					Healthy >= 8 Cautionary <= 6 Unhealthy <= 4
Number of Student Government Members	5	9					Healthy >= 9 Cautionary <= 7 Unhealthy <= 5
Number of Student Life Center Reservations Requested, Processed and Completed	24	36					
Number of Student Activities Processed	12	5					
Number of Visits to Student Life Website	873	934					

**EFFICIENCY**

The efficiency of the program gradually improved in 2021. The number of active positions in ASUH-KCC Student Government and Student Activities Board recuperated its numbers as an intensive recruitment campaign was done at new student orientations, “Find Your Future” events and visitations to high school student activities and governments.

Rubric health calls on the number of student government positions filled was addressed through a general student referendum held in Spring 2021. With the affirmative votes, the total number of maximum student government positions was reduced from twenty-three to sixteen senate seats. The

reduction in senate seats improved the health call for the total number of seats filled from 31% to 56%, bringing the organization up to a healthy status. Student Activities Board membership also improved from 38% to 69% in the number of seats filled.

Other actions to improve the efficiency of the program were completed through public relations and leadership trainings in parliamentary procedures and conflict management each semester to build a strong stable foundation. In addition, workshop topics on self-care, stress and time management and leadership themes from the system level, were also incorporated. These workshops addressed the overall professional and mental needs of students as demand for student participation in multiple campus and statewide committees and workgroups increased.

Participation in UH Caucus remained positive, as Kauai CC student representatives attended all meetings in 2021-2022. The move to on-line virtual meetings, allowed delegates to fully participate within the UH system without travel fatigue or cost.

<b>EFFICIENCY</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	
Percent of filled Student Government Positions#	31% (5/16)	56% (9/16)					Healthy >= 9 Cautionary <= 7 Unhealthy <= 5
Percent of filled Student Activities Council Positions*	38% (5/13)	69% (9/13)					Healthy >= 8 Cautionary <= 6 Unhealthy <= 4
Percent of UH Meetings attended by KCC Caucus Members	100% (10/10)	100% (9/9)					
Percent of Student Activities Completed	100% (12/12)	100% (5/5)					Healthy >= 20 Cautionary <= 15 Unhealthy <= 10

**EFFECTIVENESS**

Student satisfaction of facilities and activities surveys were developed and ready to launch in Spring 2022, but eventually postponed until Fall 2022 due to lack of student responses.

Effectiveness training were conducted in November 2021 to assist student leaders with customer service training for the Student Life Center and parliamentary procedures, facilitative leadership and proper planning for events, procedures on requisition and pcard forms for student life programs.

CESSE 2022 findings indicate that services at the College were less used during the academic year, but and were more satisfied, and placed higher importance to student organizations when compared to other small schools. This indicates the need to have stronger, more consistent leadership in student organizations.

<b>EFFECTIVENESS</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	
Student Life Facilities Survey	Not Assessed	Not Assessed					

	Faculty reassigned						
Survey on Activities (ex. Did the activity meet your expectations?)	Not Assessed Faculty reassigned	Not Assessed					
CSSEE Student Organization Score*							Healthy >= 2.00 Cautionary <= 1.50 Unhealthy <=1.00
How often have you used the following services during the academic year? (CESSE 2022 Item 12.1)**	Not Assessed	1.18 (National is 1.22)					
How satisfied are you with the services (CESSE 2022 Item 12.2i)***	Not Assessed	1.55 (National is 1.49)					
How important are the Student Organization Services to you at this college? (CESSE 2018 Q 12.3)****	Not Assessed	2.17 (National is 1.94)					

\* Metrics used in Health Call Rubric; \*\* 0 = Never, 1 = 1 Time, 2 = 2-4 Times, 3 = 5 or More Times; \*\*\* 1 = Not at all, 2 = Somewhat, 3 = Very; \*\*\*\* 1 = Not at all, 2 = Somewhat, 3 = Very

### 3. Program Student Learning Outcomes or Unit/Service Outcomes

- List of the Program Student Learning Outcomes or Unit/Service Outcomes
- Program or Unit/Service Outcomes that have been assessed in the year of this Annual Review.
- Assessment Results.
- Changes that have been made as a result of the assessment results.

PSLO	Date Last Assessed	Findings	Improvements Implemented	Next Assessment Date
Student Government members learned to apply Parliamentary Procedures using Robert's	Yes	Training session conducted on December 17, 2021 and March 9, 2022	Practical application of Robert's Rules used at every official meeting. A table was developed to help students	Summer 2022 and Fall 2022

2022 Kaua'i Community College ARPD  
 Program: Student Life

Rules of Order		<p>Application of program is demonstrated at every official meeting.</p> <p>Standardized usage of Robert's Rules of Order is done at every official meeting</p> <p>100% passed the post-test and continue to use Robert's Rules of Order</p>	<p>understand and apply different rules.</p> <p>Procedures followed at all student Government and Student Activities Council and registered independent campus organizations.</p>	
Ability to identify and complete steps to deliver an activity or function	Yes	<p>Training session conducted in December 17, 2021 and March 9, 2022</p> <p>100% passed the post-test</p>	<p>Procedures followed at all Student Government and Student Activities Council events.</p>	Fall 2022
Basic knowledge of presenting proposal and funding procedures	Yes	<p>Training session conducted on December 17, 2021 and March. 9, 2022</p> <p>100% passed the post-test</p>	<p>Procedures followed at all Student Government and Student Activities Council meetings.</p>	Fall 2022
Demonstrate ability to supervise a facility with professionalism	Yes	<p>Student Handbook training conducted in November 2021</p>	<p>Guidelines used at Student Life Center.</p>	Fall 2022
Apply basic customer	Yes	<p>Student Handbook</p>	<p>Guidelines used at Student Life</p>	Fall 2022

service skills		training November 2021	Center.	
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## 4. Action Plan

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Based on findings in Parts 1-3, develop an action plan for your program or unit from now until your next Comprehensive Review date. Be sure to focus on areas to improve identified in ARPD data, student learning or unit/service outcomes, results of survey data, and other data used to assess your program or unit. This plan should guide your program/unit through to the next program/unit review cycle and must detail measurable outcomes, benchmarks and timelines. Include an analysis of progress in achieving planned improvements.

\* CTE programs must include specific action plans for any Perkins Core Indicator for which the program did not meet the performance level.

Specify how the action plan aligns with the College's Mission and Strategic Plan.

Discuss how these recommendations for improvement or actions will guide your program or unit until the next Comprehensive Review. Be sure to list resources that will be required, if any, in section 5 below.

\*The action plan may be amended based on new initiatives, updated data, or unforeseen external factors.

During student government meeting held in 2021-2022, student leaders discussed and identified seven Student Life goals for the next five years. Growing leadership capacity, continuous training and increasing student club participation continues to be major priorities for student government, student activities board and for registered independent campus organizations.

Other goals for the Student Life Center include creating multifunctional spaces, replacement of out-of-date computers and charging stations for study and work areas.

Goal	Strategic Goal/Priority (List number) *	Benchmark	Desired Outcome	Unit of Measure	Year(s) Implemented
<b>ASUH- KCC Student Government</b>  Grow student government membership capacity	10	N=10 students in 21-22	N = 16	Number of current members SG/maximum allowed on board	1, 2, 3, 4, 5
<b>ASUH-KCC Student Government</b>  Leadership	16	N=10 Students in 21-22	N=16	Number of students completed training/ currently	1, 2, 3, 4, 5

Training and Development				enrolled members	
<b>Student Activities Board</b>  Grow Student Activities Board	10	N=6 students in 21-22	N=13	Number of members on SAC/ maximum allowed on board	1, 2, 3, 4, 5
<b>Registered Independent Campus Organizations</b>  Increase registration of RISO Groups	10	N=03 Number of active clubs In 21-22	N=16	Number of registered active clubs/ Total number of clubs	1, 2, 3, 4, 5
<b>Student Life Center</b>  Install new Computer Stations for research and completion of assignments	13	N=02 Number of computer stations in 21-22	N=08 Number of new computer stations installed	Total number of new computers stations installed	2, 3
<b>Student Life Center</b>  Charging stations for electronic devices	13	N=02 Number of available power outlets	N=08 Number of new charging stations	Total number of charging stations installed	3
<b>Student Life Center</b>  Student Life Survey to assess needs	16	N=25 students surveyed	N=40 Number of students surveyed	Number of students completed survey / Total enrollment	1, 2, 3, 4, 5

**ASUH-KCC Student Government**

Action Plan 1 - Grow student government membership capacity

- Presentations at New Student Orientation every semester.
- Hold “E Komo Mai” – Welcome Back Event to recruit new members.
- Participate in campus “Find Your Future” Events with the High School.
- Coordinate high school visits with student government and student activity boards.



### **ASUH-KCC Student Government**

#### Action Plan 2 - Leadership Training and Development

- Workshop training every semester.
- Encourage student leaders to attend leadership conferences.

### **Student Activities Board**

#### Action Plan 3 - Grow Student Activities Board

- Presentations at New Student Orientation every semester.
- Hold “E Komo Mai” – Welcome Back Event to recruit new members.
- Participate in campus “Find Your Future” Events with the High School.
- Coordinate high school visits with student government and student activity boards.

### **Registered Independent Campus Organizations**

#### Action Plan 4 - Increase registration of RISO club

- Presentations at New Student Orientation every semester.
- Hold “E Komo Mai” – Welcome Back Event to recruit new members.
- Plan Club Registration Day each semester.
- Plan Clash of Clubs to promote comradery and fellowship amongst members.

### **Student Life Center**

#### Action Plan 5 - Install new Computer Stations for research and completion of assignments

- Budget funds to purchase necessary equipment and individual cubby stations.

### **Student Life Center**

#### Action Plan 6 - Charging stations for electronic devices

- Budget funds to create new seating areas.
- Work with Carpentry Technology Department to create blueprint plans.

### **Student Life Center**

#### Action Plan 7 - Student Life Survey to assess needs

- Finalize surveys and create QR codes.
- Introduce surveys at all student life events and activities.
- Present findings at student government and student activity board meetings.

## **5. Resource Implications**

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Detail any resource requests, including reallocation of existing resources (physical, human, financial). \*Note that CTE programs seeking future funding via UHCC System Perkins proposals must reference their ARPD Section 4. Action Plan and this ARPD Section 5. Resource Implications to be eligible for funding.

**x I am NOT requesting additional resources for my program/unit.**

## **6. Optional: Edits to Occupation List for Instructional Programs**

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Review the Standard Occupational Classification (SOC) codes listed for your Instructional Program and verify that the occupations listed align with the program learning outcomes. Program graduates should be prepared to enter the occupations listed upon program completion. Indicate in this section if the program is requesting removal or additions to the occupation list.

**x I am requesting changes to the SOC codes/occupations listed for my program/unit.**