

# 2024 Annual Report of Program Data

## Student Life



### 1. Program or Unit Mission

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#### Program or Unit Mission or Purpose Statement

Kaua`i 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. Program Student Learning Outcomes or Unit/Service Outcomes

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#### DEMAND

Reflecting on academic year 23-24, demand for student activities and participation continues to increase with more students choosing to attend in-person classes. This in turn spurred more interest in students seeking more interactive campus activities. This demand helped increase student participation in all areas.

Gains were gradual in all programs, with the Associated Students of the University of Hawaii - Kaua`i Community College Student Government (SG) increasing from nine to ten leaders in the past term. Registered Independent Student Organizations (RISO) groups saw an increase from seven to eight active clubs and organizations. Facilities reservation usage for classroom and meeting spaces also increased from ninety-nine space requests to one-hundred seven. More student activities and events were processed, with offerings from nineteen to twenty-two sponsored activities in 23-24.

With the influx of more students on campus, the Student Life Center also improved its resource offerings with upgraded computer systems, more versatile study spaces and weekly snack giveaways for students with limited funds and transportation. Emphasis was also placed on updating and maintaining the Student Life website with the upload of SG budget expenditures, minutes and creating student produced YouTube “Student Life Happenings” episodes as a way of improving communication.

Visits to the Student Life website increased with unique page views of 717 in 22-23 to 1,960 in the following year. An indication of the positive relevance and usefulness of Student Life.

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<b>DEMAND</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	<b>26-27</b>	<b>HEALTH CALLS</b>
Number of Student Activities Planned	5	20	23			CPR	Healthy $\geq 7$ Cautionary $\leq 5$ Unhealthy $\leq 3$
Number of Active Clubs	5	7	8			CPR	Healthy $\geq 8$ Cautionary $\leq 6$ Unhealthy $\leq 4$
Number of Student Government Members	9	9	10			CPR	Healthy $\geq 9$ Cautionary $\leq 7$ Unhealthy $\leq 5$
Number of Student Life Center Reservations Requested, Processed and Completed	36	99	107			CPR	N/A
Number of Student Activities Processed	5	19	22			CPR	N/A
Number of Visits to Student Life Website	934	717	1,960			CPR	N/A

The efficiency of Student Life programs improved in 23-24. The number of active positions in SG and Student Activities Board SAB gradually increased with consistent recruitment campaigns at new student orientations, “Find Your Future” events, visitations to high school student activities, government boards and development of one-on-one personal invitations.

Rubric health calls on the number of SG positions filled surpassed its goal from 81% to 91% fill rate.

SAB membership increased from 69% to 77% in the 23-24 academic year, maintaining healthy status for a third year in a row. This is attributed to the continuous recruitment of potential students. Participants are not pressured to plan all SAB events, but are given the opportunity to select specific activities that interest them. This method allows different students to contribute without feeling overwhelmed or obligated with the planning of multiple activities.

Kauai CC participation at UH Caucus meetings remains high, attributed primarily through a hybrid attendance format, giving delegates the flexibility to choose in-person or zoom participation.

The number of student activities offered to the student body remained at a healthy 95% completion rate with 22 out of 23 planned activities realized.

<b>EFFICIENCY</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	<b>26-27</b>	<b>HEALTH CALLS</b>
Percent of filled Student Government Positions	56% (9/16)	81% (9/11)	91% (10/11)			CPR	Healthy > = 9 Cautionary < = 7 Unhealthy < = 5
Percent of filled Student Activities Board Positions	69% (9/13)	69% (9/13)	77% (10/13)			CPR	Healthy > = 8 Cautionary < = 6 Unhealthy < = 4
Percent of UH Meetings attended by KCC Caucus Members	100% (9/9)	100% (9/9)	100% (9/9)			CPR	N/A
Percent of Student Activities Completed	100% (5/5)	95% (19/20)	95% (22/23)			CPR	Healthy > = 18 Cautionary < = 15 Unhealthy < = 10

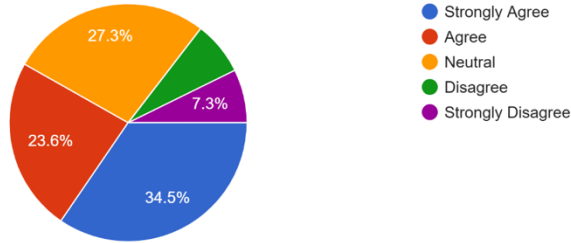
**EFFECTIVENESS**

An evaluation on the effectiveness of SG was completed on October 31, 2024, with a total of five questions and 55 respondents.

Question #1 indicated that 58.1% of the campus population strongly agrees/agrees that they are familiar with the student leaders and general office location of SG. To increase visibility of SG, the current board will implement the following plan: 1) Update pole banners around the Campus Center to include office location and QR Code information. 2) Post SG information on digital LCD sign

boards located in the One Stop Center and Learning Resource Center. 3) Conduct SG meetings at various locations around the campus at least twice a month.

I know who the ASUH-KCC Student Government members are and where to find them.  
 55 responses



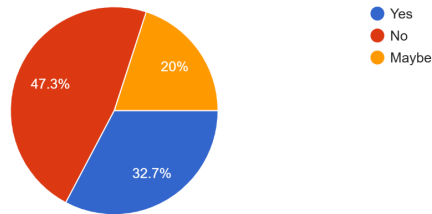
For three of leaders in senators, executive associate

were not required to serve a specific constituent group. To resolve this issue the current board

question #2, Only the nine student 2023 were the rest were board members or members that

following members

I know who the ASUH-KCC Student Government representative for my major/division is.  
 55 responses



senate Introduce various functions; 3) at all New

Attend Campus Convocations; 5) Create and post student leadership flyers with detailed information of each student leader at strategic locations around campus.

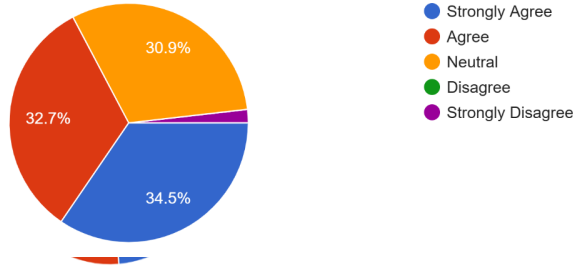
implemented the plan: 1) Executive board will take up senate responsibilities until vacancies are filled; 2) student leaders at campus activities and Conduct presentations Student Orientation; 4)

To increase the level of familiarity of important issues and actions in question #3, the SG board is committed to working on the following: 1) Send a monthly general mass email to all students with goals and updates; 2) Text students; 3) Social media postings; 4) Include SG meeting times and

dates on campus LCD digital sign boards with inclusion in the future digital marquee sign boards 5) Presentations at campus convocation 6) Kauai CC Bulletin postings.

ASUH-KCC Student Government conducts itself with integrity.  
 55 responses

IH-KCC

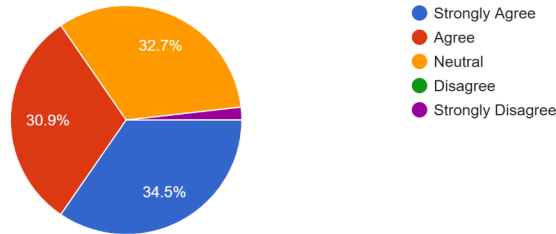


No

recommendations were given for question #4. However, student leaders will continue to physically post SG minutes at the Student Life Center, Learning Resource Center and on the Student Life website. In addition,

student continue to University Student bring forth perspectives concerns of

ASUH-KCC Student Government is effective in representing the perspective and concerns of the Kauai Community College student body at the UH System Level.  
 55 responses



leaders will serve on the of Hawai'i Caucus to relevant and the students.

No recommendations for question #5, however, the student leadership will send a general mass email on goals and updates, and hire student activities assistants to continue with the YouTube production of "Student Life Happenings" or explore other means of keeping the communication lines open.

The “Effectiveness Evaluation” of SG was the first survey conducted of its kind. It revealed many important issues that SG continues to struggle with. This includes familiarity and visibility of SG, identifying student representatives and communication of SG issues & actions, and SAB activities.

A number of actions were implemented as a result of the survey. Some using old methods, and other ways using social media as a way to address these communication issues.

<b>EFFECTIVENESS</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>25-26</b>	<b>26-27</b>	<b>HEALTH CALLS</b>
Student Life Survey	Not Assessed	Fall 22					N/A
Survey on Activities	Not Assessed	Fall 22					N/A
SG Survey	Not Assessed	Not Assessed	Fall 23				N/A

### 3. Analysis of the Program/Unit

Training in Parliamentary Procedures using Robert's rules of order and other training, continue to play an important role in helping students develop strong leadership skills. This is emphasized and practiced every week through applied experiential learning. Students apply these techniques in campus group meetings and activities with faculty and staff. Student leadership longevity lasts about two years, therefore leadership training must occur consistently with repetition for new and veteran students on-ramping and off-ramping every semester.

<b>PSLO</b>	<b>Date Last Assessed</b>	<b>Findings</b>	<b>Improvements Implemented</b>	<b>Next Assessment Date</b>
SG members learned to apply Parliamentary Procedures using Robert's Rules of Order.	Yes	Training sessions conducted on 07/26/23 and 12/13/23.  Standardized usage of Robert's Rules of Order is demonstrated at official meetings.	Practical application of Robert's Rules used at every official meeting. A table was developed to help students understand and apply different rules.	Fall 24

		100% passed post-test and continue to use Robert's Rules of Order.	Procedures followed at all SG and SAB. Training offered to RISO groups.	
Ability to identify and complete steps to deliver an activity or function.	Yes	Training sessions conducted on 07/26/23 and 12/13/23. 100% passed the post-test.	Procedures followed at all SG and SAB events. Meetings held with Business Office to understand procedures.	Fall 24
Basic knowledge of presenting proposals and funding procedures.	Yes	Training sessions conducted on 07/26/23 and 12/13/23. 100% passed the post-test.	Procedures followed at all SG and SAB meetings.	Fall 24
Demonstrate ability to supervise a facility with professionalism.	Yes	Student Handbook training conducted on 07/26/23 and 12/13/23.	Guidelines used at Student Life Center.	Fall 24
Apply basic customer service skills.	Yes	Student Handbook training on 07/26/23 and 12/13/23.	Guidelines used at Student Life Center.	Fall 24

## 4. Action Plan

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Student Life identified eight goals for the next five years. These include increasing SG and SAB membership; offering leadership training and development; increasing student club participation, improving technology at the Student Life Center; and conducting surveys to gauge, improve and address student needs and effectiveness. Additional goals were identified for goal #1 and #4 to address Kauai CC Strategic Plan imperatives developed for 2023-2029.

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<b>GOAL</b>	<b>2016-2022 KAUAI CC STRATEGIC GOALS</b>	<b>2023-2029 KAUAI CC STRATEGIC PLAN</b>	<b>BENCH MARK</b>	<b>DESIRED OUTCOME</b>	<b>UNIT OF MEASURE</b>	<b>YEARS(S) IMPLEMENTED</b>
<b>GOAL #1A</b> <b>ASUH- KCC</b> <b>Student</b> <b>Government</b>  Grow Membership Capacity	10	Imperative S	N=10  Students in 23-24	N = 11	# of current SG members/ maximum # of board members	1, 2, 3, 4, 5
<b>Goal #1B</b> <b>ASUH-KCC</b> <b>Student</b> <b>Government</b>  Strive to increase Native Hawaiian participation		Imperative K	N=2  NH students in 23-24	N=3  (To reflect 30% of NH population)	# of current NH SG members/ maximum # of board members	3, 4, 5
<b>GOAL #2</b> <b>ASUH-KCC</b> <b>Student</b> <b>Government</b>  Leadership Training and Development	16	Imperative S	N=10  Students in 23-24	N=11	# of students completed training/ currently enrolled members	1, 2, 3, 4, 5
<b>GOAL #3</b> <b>ASUH-KCC</b> <b>Student</b> <b>Government</b>  Administer Effectiveness Survey	16	Imperative S	N=50  Surveyed in 22-23	N= 75	# of students completed surveyed/ total enrollment	3, 4, 5
<b>GOAL #4A</b> <b>Student</b> <b>Activities</b> <b>Board</b>	10	Imperative S	N=10  students in 23-24	N=13	# of members on SAB/ maximum	1, 2, 3, 4, 5

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Grow membership in SAB					board members	
<b>GOAL #4B Student Activities Board</b>  Strive to increase Native Hawaiian participation	10	Imperative K	N=2  NH students in 23-24	N=3  (To reflect 30% of NH population)	# of current NH SAB members/ maximum # of board members	3, 4, 5
<b>GOAL #5 Registered Independent Student Organizations</b>  Increase registration of RISO Groups	10	Imperative S	N=08  # of active clubs in 23-24	N=15	# of registered active clubs/ total number of clubs	1, 2, 3, 4, 5
<b>GOAL #6 Student Life Center</b>  Install Additional Computer Stations	13	Imperative S	N=03  # of computer stations in 22-23	N=08  # of new computer stations installed	Total # of new computers stations installed	3, 4, 5
<b>GOAL #7 Student Life Center</b>  Install Charging Stations	13	Imperative S	N=02  # of available power outlets	N=08  # of new charging stations	Total # of charging stations installed	3, 4, 5
<b>GOAL #8 Student Life Center</b>  Administer Student Life Survey to Assess Needs	16	Imperative S	N=25  students surveyed	N=40  # of students surveyed	# of students completed survey/ Total enrollment	2, 3, 4, 5

**GOAL #1A - ASUH-KCC Student Government - Grow Membership Capacity**

**1. Action Plan/Steps:**

- Presentations at New Student Orientation every semester.
- Recruitment of new members at “Welcome Back - E Komo Mai” and “Club Day” Events.
- Participate in activities targeting high school students. Ex. “Find Your Future”
- Coordinate high school visits with student government and student activity boards.

**2. Responsibility:**

- Student Activities Coordinator and SG members.

**3. Results:**

- Recruited two high school students which resulted in the increase of SG leaders from 9 to 10 students.

**4. Completion:**

- On-going until maximum capacity is reached.

**GOAL #1B - ASUH-KCC Student Government - Strive to increase Native Hawaiian participation**

**1. Action Plan/Steps:**

- Presentations at New Student Orientation every semester.
- Recruitment of new members at “Welcome Back - E Komo Mai” and “Club Day” Events.
- Participate in activities targeting high school students. Ex. “Find Your Future”
- Form partnerships with Waialeale Program, Hawaiian Club and Hawaiian Studies and Native Hawaiian Counselor.

**2. Responsibility:**

- Student Activities Coordinator and Native Hawaiian Counselor

**3. Results:**

- Recruited two Native Hawaiian students.

**4. Completion:**

- On-going until maximum capacity is reached.

**GOAL #2 - ASUH-KCC Student Government - Leadership Training and Development**

**1. Action Plan/Steps:**

- Workshop training every semester.
- Encourage opportunities to attend leadership conferences.

**2. Responsibility:**

- Student Activities Coordinator.

**3. Results:**

- Training workshops held in October 2022. Nine student leaders attended statewide Ho`opili Hou Student Leadership Conference in February 2023.

**4. Completion:**

- Ongoing - scheduled each semester for new and current student leaders in SG and SAB.

**GOAL #3 - ASUH-KCC Student Government - Administer Effectiveness Survey**

**1. Action Plan/Steps:**

- Finalize survey and create QR codes.
  - Introduce surveys at student life events and activities.
  - Present findings at SG and SAB meetings.
2. **Responsibility:**
    - Student Life Office.
  3. **Results:**
    - Survey disseminated in Fall 2023 with 43 respondents.
    - Results are being reviewed and will be shared in the next APRU cycle.
  4. **Completion:**
    - Ongoing every year.

**GOAL #4A - Student Activities Board - Grow Student participation**

1. **Action Plan/Steps:**
  - Presentations at “New Student Orientation” every semester.
  - Recruitment of new members at “Welcome Back - E Komo Mai” and “Club Day” Events.
  - Participate in activities targeting high school students. Ex. “Find Your Future”
  - Coordinate high school visits with student government and student activity boards.
2. **Responsibility:**
  - Student Life Coordinator and SAB members.
3. **Results:**
  - Increased SAB participation from 9 to 10 students.
4. **Completion:**
  - On-going until maximum capacity is reached.

**GOAL #4B - Student Activities Board - Strive to increase Native Hawaiian participation**

1. **Action Plan/Steps:**
  - Presentations at New Student Orientation every semester.
  - Recruitment of new members at “Welcome Back - E Komo Mai” and “Club Day” Events.
  - Participate in campus activities targeting high school students. Ex. “Find Your Future”
  - Form partnerships with Waialeale Program, Hawaiian Club and Hawaiian Studies and Native Hawaiian Counselor.
2. **Responsibility:**
  - Student Activities Coordinator and SAB members.
3. **Results:**
  - Recruited two Native Hawaiian students.
4. **Completion:**
  - Ongoing.

**GOAL #5 Registered Independent Student Organizations - Increase registration and student participation**

1. **Action Plan/Steps:**
  - Presentations at “New Student Orientation” every semester.
  - Sponsor “Welcome Back - E Komo Mai” event to recruit new members.

- Offer club registration workshops each semester.
  - Plan “Clash of Clubs” to promote camaraderie and fellowship amongst members.
2. **Responsibility:**
    - Student Life Coordinator and SG Vice President.
  3. **Results:**
    - Held end of the year “Clash of Clubs” event to promote camaraderie and fellowship. Increased student club participation from seven to eight groups.
  4. **Completion:**
    - On-going.

**GOAL #6 - Student Life Center - Update or Install new Computer Stations**

1. **Action Plan/Steps:**
  - Budget funds to purchase necessary equipment with private desk stations.
2. **Responsibility:**
  - Student Life Coordinator.
3. **Results:**
  - Purchased seven private desk stations. Unable to purchase new computers due to budget constraints.
4. **Completion:**
  - On-going. Resubmit proposal in Spring 2024.

**GOAL #7 - Student Life Center - Charging Stations for Electronic Devices**

1. **Action Plan/Steps:**
  - Budget funds to create new seating areas.
  - Work with the Carpentry Technology Department to create blueprint plans.
2. **Responsibility:**
  - Student Life Coordinator.
3. **Results:**
  - Carpentry department was unable to install charging stations due to budget constraints.
4. **Completion:**
  - On-going. Resubmit proposal in Fall 2024.

**GOAL #8 - Student Life Center - Student Life Survey to assess needs.**

1. **Action Plan/Steps:**
  - Finalized surveys and create QR codes.
  - Introduce surveys at student life events and activities.
  - Present findings at SG and SAB meetings.
2. **Responsibility:**
  - Student Life Coordinator.
3. **Results:**
  - First survey distributed in October 2022 with 35 respondents.
  - Results were presented to the SG board for analysis and planning of future needs.
4. **Completion:**
  - On-going at all major activities and events.

## **5. Resource Implications**

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