



June 17, 2024

MEMO

TO: Keala Chock, Vice Chancellor for Academic Affairs  
FROM: Kami Kato, Dean of Student Services [REDACTED]  
SUBJECT: 2024-2025 Catalog Addendum

---

This memo seeks to add information to Leeward CC's 2024-2025 Catalog.

The following information regarding Veterans Affairs Education Benefits should be added to page 29 as a second paragraph under the heading **"Veterans Affairs (VA) Education Benefits."**

*A Certificate of Eligibility (COE) verifies a student's eligibility for Veterans Affairs (VA) education benefits. Students planning to use these benefits must obtain a COE and submit it to the School Certifying Official located in the Veterans Resource Center in BS-103 before the first day of the semester.*

I am asking that this be included into the 2024-2025 Catalog as an addendum.

Approved/Disapproved

---

Keala Chock  
Vice Chancellor for Academic Affairs

---

Date



UNIVERSITY of HAWAII®  
**LEEWARD**  
COMMUNITY COLLEGE

## **MEMORANDUM**

January 14, 2025

To: Keala Chock  
Vice Chancellor for Academic Affairs

From: Summer Barrett  
Office of Planning, Policy & Assessment Coordinator

Subject: 2024-2025 Catalog Addendum

This memo seeks to correct an error in the College's 2024-2025 catalog. The college's Institutional Learning Outcomes were inadvertently omitted from the "The Catalog" section of the catalog:

### **Critical Thinking and Problem Solving**

Our graduates are able to examine, integrate, and evaluate the quality and appropriateness of ideas and information sources to solve problems and make decisions in real world situations.

### **Written, Oral Communication and Use of Technology**

Our graduates are able to use written and oral communication and technology to discover, develop, and communicate creative and critical ideas, and to respond effectively to the spoken, written, and visual ideas of others in multiple environments.

### **Values, Citizenship, and Community**

Our graduates, having diverse beliefs and cultures, are able to interact responsibly and ethically through their respect for others using collaboration and leadership. Our graduates are able to engage in and take responsibility for their learning to broaden perspectives, deepen understanding, and develop aesthetic appreciation and workforce skills.

I am asking that this now be inserted into the 2024-2025 Catalog as an addendum.

Approved/Disapproved:

---

Keala Chock, Vice Chancellor for Academic Affairs

Date

cc: P. Jayne Bopp