



UNIVERSITY *of* HAWAII*

HILO

STUDENT SERVICES CENTER

BACKGROUND

The new Student Services Center (SSC) encompasses 35,000 square feet was awarded \$15.9 million in construction dollars by the State legislature. It was designed by Urban Works, Inc. of Honolulu and was built by Jacobsen Construction of Salt Lake City, Utah. Completed, the new SSC brings together programs/functions which are currently scattered across eight locations both on- and off-campus into one unified facility.

MISSION

The programs/functions of the SSC serve students beginning from the time they are considering UH Hilo as prospective students, continuing on to support them throughout their college experience, and then going on to engage them into perpetuity as they transition out of college and into the workforce, becoming active alumni and donors. Regardless of their divisional affiliation units located in the SSC strive collectively to ensure students have access to a "one-stop" design for accessing services, programs and amenities which complement their entire co-curricular pursuits and facilitate their academic goals while at UH Hilo.

Consistent with a vision for 21st century learning experiences, the facility is also intended to create opportunities for connection and community building among students, as well as between students and staff/faculty by offering meeting and socializing space of a variety of sizes and types. Numerous lanais, seating areas, gathering spaces, and study lounges are located throughout the facility both inside and outside, all within wifi connectivity. Finally, the facility is also intended to be one of the "front doors" of the University, creating a doorway or "bridge" between the campus community and the local community.

FUNCTIONS/PROGRAMS

Units housed in this new Center include:

- 1st floor, East Wing: Admissions Office, Financial Aid Office, New Student Programs, Registrar's Office, UH Hilo Foundation Office
- 1st floor, West Wing: Cashier's Office
- 2nd floor, East Wing: Office of Advising & Career Development Services, Office of Alumni Relations, Veteran Students Center, Student Health & Wellness Programs, Women's Center, Disability Services, Minority Access & Achievement Program, TRiO Student Support Services Program, Global & Intercultural Education
- 3rd floor, West Wing: Dean of Students Office, Office of the Vice Chancellor for Student Affairs

BUILDING MANAGEMENT

Executive responsibility and ultimate oversight of the building is accrued to the Chancellor.

Administrative and operational management is delegated to the Vice Chancellor for Student Affairs

(who serves as Building Coordinator), who consults and collaborates with the Vice Chancellor for Administrative Affairs on matters related to maintenance, repair, renovation, etc. The VCSA may further delegate day-to-day management to unit directors and VCSA Office personnel as appropriate. The attached floor plan denotes further delegation for day-to-day management, with spaces marked in "pink" denoting those areas remaining under direct management by the VCSA Office.

Shared facility resources, e.g., meeting rooms, storage, etc., remain under the coordination of the VCSA. When space that has been assigned to a unit is vacated, that space is returned to the VCSA for reassignment either back to that same unit for a similar or different purpose, or to another unit/function. All efforts will be made to utilize the space to maximize effectiveness and efficiency in delivery of activities, programs and services to students and other constituents.

Finalized/endorsed by VCSA Executive Council April 1, 2014

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