Schedule of Courses

WINDWARD COMMUNITY COLLEGE

1980 Summer Session

Offered through
UNIVERSITY OF HAWAII - MANOA

at

Windward Community College
45-720 Keaahala Road
Kaneohe, Hawaii 96744

June 12 to July 24, 1980
SUMMER SESSION 1980, ADMISSIONS INFORMATION

Summer Session applications are for the Summer Session only. New, transfer, or returning students who also wish to enroll this coming Fall Semester MUST SUBMIT ANOTHER APPLICATION FORM for the Fall Semester.

APPLICATION PROCEDURES

New, returning, transfer students to Windward Community College - submit white application form.

Continuing students enrolled Spring 1980 at Windward Community College - need not submit an application form.

ELIGIBILITY

Any U.S. high school graduate, or any person 18 years of age or older is eligible for admission to the Summer Session. However, non-immigrant foreign students who have not enrolled at Windward Community College in the Spring Semester 1980 are not eligible to attend Summer Session.

APPLICATION DEADLINE

The deadline for applying for the Summer: May 30, 1980 (received by mail)

ADMISSIONS PROCEDURES

<table>
<thead>
<tr>
<th>New, returning or transfer students to Windward Community College</th>
<th>Continuing students at Windward Community College</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Submit completed Application Form (WHITE).</td>
<td>1. Need not complete an application.</td>
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<tr>
<td>2. Submit completed Residency Form.</td>
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<tr>
<td>3. Submit tuberculin test results taken within 1 year.</td>
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<tr>
<td>4. Submit residency information or proof if requested.</td>
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<tr>
<td>5. Active duty military and dependent, submit verification of assignment form.</td>
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REGISTRATION

Registration is on June 4
Summer Session begins on Thursday, June 12 and ends on Thursday, July 24.

CALENDAR

May 30 (F) Application deadline. Students enrolled at Windward Community College in Spring 1980 need not apply.

June 4 (W) Registration - Report to Eckerdt 102.
8:00 - 11:00 a.m. Continuing Students.
1:00 - 3:00 p.m. New Students.
6:00 - 7:00 p.m. All Students.

June 10 (T) Registration For those unable to register on June 4.
9:00 - 11:30 a.m. Report to the Office of the Registrar.
1:00 - 3:30 p.m.
6:00 - 7:00 p.m.

June 9-10 (M-T) Drop Period - No fee charged. Refund will be 100%. Report to the Office of the Registrar.
9:00 - 11:30 a.m.
1:00 - 3:30 p.m.

June 11 (W) Kamehameha Day (Holiday)

June 12 (Th) INSTRUCTION BEGINS

June 12 (Th) Late Registration - $5.00 fee charged.
9:00 - 11:00 a.m. and Add Period - $2.00 fee charged
1:00 - 3:30 p.m. Report to the Office of the Registrar.

9:00 - 11:30 a.m.
1:00 - 3:30 p.m.

June 19 to July 8 Withdraw Period Only - No Adds allowed. $2.00 fee charged. Report to the Office of the Registrar.
9:00 - 11:30 a.m.
1:00 - 3:30 p.m.

July 4 (F) Independence Day (Holiday)

July 8 (T) Last Day to Withdraw from course(s), or Completely Withdraw from College.

July 24 (Th) Last Day of Instruction.

July 28 (M) Faculty Last Day

REGISTRATION APPOINTMENTS

Registration will be on a first come first serve basis with continuing students in the morning and all others in the afternoon.
REGISTRATION INSTRUCTIONS

1. Report at your scheduled registration time. New, Returning, and Transfer students bring your acceptance letter to be allowed to register. (You may have someone else register for you.)

2. Pick up Fee Statement and Name Card.

3. Fill in Fee Statement. Open classes are listed on the walls. If a class is not listed, that means it is closed so don't try to sign up for it.

4. Report to card tables. Pick up class cards at the tables.

5. Report to exit tables to have your fee slip and card(s) checked.

6. Go to Station 2.

STATION 1
Eckerdt 102

1. Hand in all forms to Cashier.

STATION 2
Eckerdt 102

2. Pay all tuition and fees. Check in the exact amount will be accepted. Make checks payable to Windward Community College.

3. Keep your pink Fee Statement!!!

SCHEDULE OF TUITION AND FEES (in accordance with University of Hawaii Summer Session)

Resident - $20.00 per credit
Non-Resident - $30.00 per credit

Late Registration fee - $5.00
Add, Drop fee - $2.00

REFUNDS

A Change in Registration form must be submitted to the Business Office before any refunds will be issued. All refunds will be made by check from the Business Office.

<table>
<thead>
<tr>
<th>% Refund Issued</th>
<th>If Course is Dropped:</th>
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</thead>
<tbody>
<tr>
<td>100% refund</td>
<td>June 9, 10</td>
</tr>
<tr>
<td>80% refund</td>
<td>June 12, 13, 16</td>
</tr>
<tr>
<td>40% refund</td>
<td>June 17, 18, 19</td>
</tr>
<tr>
<td>No Refunds</td>
<td>from June 20</td>
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</table>

A 100% refund is granted if the College is responsible for a change in program; however, a Change of Registration Form must be processed before a refund check is issued.

BOOKSTORE HOURS

The bookstore (ECK 107) hours during Summer Session 1980 are as follows:

9:00 a.m. - 1:00 p.m. Monday - Thursday
5:30 p.m. - 6:30 p.m. Thursday, June 12
ADD'S AND DROPS

June 9 and 10  
9:00 - 11:30 a.m.  Drop Period. Report to the Office of the Registrar. No fee charged. 100% refund. Courses dropped will not appear on student's record.
1:00 - 3:30 p.m.

June 12  
9:00 - 11:30 a.m.  Add Period. Report to the Office of the Registrar. No adds allowed after this date.
1:00 - 3:30 p.m.  $2.00 fee.

June 12 to July 8  
9:00 - 11:30 a.m.  Drop/Withdraw Period. Report to the Office of the Registrar. $2.00 fee. Courses dropped within 1st week of instruction (June 12-18) will not appear on the student's record.

GRADING

The Windward Community College grading system will be used (see pp. 9 of the 1979-80 Windward Community College Catalog).

CHANGES

Windward Community College reserves the right to change or delete, supplement or otherwise amend at any time the information, requirements and policies contained herein or related hereto. This includes the right to make changes in fees, faculty assignments, and time schedules; to cancel classes with inadequate registration; and to set maximum limits for enrollment in certain classes.

FULL-TIME STATUS

A full-time summer session student is any student enrolled for 6 or more credits.

NO-SHOW POLICY - Effective Summer Session, 1980

No Shows (Students who register and never appear in class.)

Students who register for a class but never attend the class are subject to receive an F Grade.

DISAPPEARER POLICY - Effective Summer Session 1980

Disappearers (Students who have reported to class but have stopped attending without officially withdrawing or calling instructor.)

Students who have ceased to attend class and do not officially drop the class are considered "disappearers." Students who have stopped attending class and do not officially drop the class by the deadline date may receive the "F" grade. A student who has a justifiable reason for temporarily not attending classes must notify the instructor or department chairperson. A student who has a justifiable reason for dropping a class must do so before the deadline date. Otherwise, students who cease to attend classes may receive the "F" grade.

SENIOR CITIZEN TUITION EXEMPTION - There is no tuition exemption for Senior Citizens this Summer Session.
COURSES TO BE OFFERED

CHEM 100 (601) Chemistry and Man (3)
Non-mathematical introduction to chemistry. Basic concepts and their relationship to the modern world. Not open to those with previous college chemistry.
Instructor: Takeuchi, Pearl
10:15 - 12:15, M-Th Iolani 116

CHEM 100L (601) Chemistry and Man Laboratory (1)
Prerequisite: Credit or registration in CHEM 100. Experiments in everyday chemistry.
Instructor: Takeuchi, Pearl
1:00 - 2:30, M-Th Iolani 117

ENG 100 (601) Expository Writing (3)
A composition course including description, narration, exposition and argument. Unity, development, organization, continuity and other basic writing skills necessary for college writing are stressed.
Instructor: Cunningham, Lillian
10:15 - 12:15, M-Th Lono 114

ENG 102 (601) College Reading Skills (3)
Prerequisite: 53 or above on Nelson-Denny Reading Test. Emphasizes speed, vocabulary, comprehension, critical reading. Develops skimming, scanning, study reading techniques. For students reading at 11th grade level or above. Course may be repeated upon consent of instructor.
Instructor: Tsuji, Aileen
8:00 - 10:00, M-Th Lono 114

HAWA 231 (601) Hawaiian Culture (3)
Hawaiian cultural values as they were portrayed in the social, economic, political, psychological, religious systems of ancient Hawaii; and the changes they underwent through time. College transfer level.
Instructor: Staff
8:15 - 12:15, M-Th (1st 3 wks, 6/12-7/3) Eckerdt 129

HIST 151 (611) World Civilization I (3)
A survey course focusing on significant historical events and patterns of development in world civilizations from the prehistoric period to the 1500's.
Instructor: Nuckols, Janice
HIST 152 (601) World Civilization II (3)
A survey course focusing on the historical development of selected areas of the world from the 16th century to the present. Emphasis placed on analysis of the impact of industrialization, East-West interaction and the rise of nationalism.
Instructor: Hagstrom, Phillip
8:00 - 10:00, M-Th Mahi 103

HIST 224 (611) History of Hawaii I (3)
Introductory course focusing on major events and outstanding personages in Hawaiian history from the earliest period to the end of the Republic of Hawaii. Particular emphasis on the cultural values of ancient Hawaii and on the impact of other nations during this period.
Instructor: Reinhardt, Tyrone
6:00 - 8:00 pm, M-Th Mahi 101

IS 110 (601) Art of Helping (3)
A systematic, developmental, step-by-step skill mastery program focusing on competency-based instructional learning modules. The training process presents four distinct sets of helping skills. These skills are effective requirements for the individual in a "helping" relationship. The program would result in trained and competent HELPERS.
Instructor: Damon, Kathy
8:15 - 12:15, M-Th (2nd 3 wks - 7/7-7/24) Eckerdt 129

MATH 025 (601) Elementary Algebra (4)
Prerequisite: MATH 001 or equivalent.
Introduces the basic structure of algebra. Topics include number systems and properties, equations, polynomials, factoring, systems of equations, inequalities, exponents, radicals, fractional expressions, quadratic functions and equations. Approximately equivalent to first year high school algebra.
Instructor: Uluave, Sione
10:15 - 12:35, M-Th Mahi 113

MATH 027 (601) Intermediate Algebra (4)
Prerequisite: MATH 025 or equivalent.
Properties of real numbers, linear equations, inequalities, systems of equations, polynomials, functions, fractional expressions and equations, exponents, powers, roots, quadratic equations and functions, exponential and logarithmic functions.
Instructor: Uluave, Sione
10:15 - 12:35, M-Th Mahi 113
PSY 100 (601) Survey of Psychology (3)

An introductory course with emphasis on principles of human behavior. Topics covered include motivation, learning, perception, emotion, development, personality, states of consciousness, group processes, problem solving and thinking, methods of inquiry.

Instructor: Myers, Otome
8:00 - 10:00, M-Th
Mahi 101

SP 151 (611) Personal/Public Speech (3)

Introduction to major elements or speech activities enables students to acquire competence in two person, small group and public situations, models and concepts are used to explain the speech act.

Instructor: Nelson, Marjorie
6:00 - 8:00 pm, M-Th
Mahi 113