Interdisciplinary Studies (IS) 103: Introduction to College  
CRN # 60231  
Monday & Wednesday - 10:00AM – 11:15AM  
Hale A’o 107

Instructor:       Hylie Santos, MPA, Hūlili Program Counselor & Coordinator  
Office:          Hale ‘Ākoakoa 130, Windward Community College  
Office Hours:    1:30-2:30 M/W/F or by appointment  
Tel/Text:        235-7393  
Email:           hylie@hawaii.edu  
Effective Date:  Fall 2015  
Credit Hours:    3 Elective Credits

Windward Community College Mission Statement

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O‘ahu’s Ko‘olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment – inspiring students to excellence.

Catalog Description

This course is designed to orient first-time students to a college setting. Students will learn (1) the tools, techniques, methods, procedures, processes, skills, resources, and attitudes for success; (2) the programs and services of a postsecondary institution of higher education; and (3) to design a personal, comprehensive, postsecondary academic plan.

Course Purpose

This course is designed to help you be more successful in college and in life. Over the course of the semester, you will learn 8 proven strategies for creating greater academic, professional, and personal success. We will be using in- and out-of-class activities & assignments to explore these strategies. Further, each success strategy will be linked to a Native Hawaiian value offering a deeper understanding of what is being learned via a cultural perspective.

Pre-Requisites/Co-Requisites

Co-requisite: Frosh Cohort Learning Community with Hawaiian 101 course (60012).
### Student Learning Outcomes

At the successful completion of this course, you will be able to:

1. Students will identify personal characteristics (e.g., learning styles, strengths and weaknesses, etc.) and analyze how these impact decision-making and success.
2. Students will analyze those factors, which impact their relationships with others and articulate strategies and skills to encourage strong relationship building.
3. Students will identify college policies and resources related to students.
4. Students will practice learning strategies (e.g., note-taking, time management, test-taking, etc.) to increase success in college coursework.

### Learning Resources

Required text:

![Book Image]

### Student Responsibilities

- The student is expected to attend and actively participate in all course lectures and activities, and complete assignments on time.
- The student is expected to be prepared prior to class sessions (i.e. having read text materials).
- The student is responsible to be aware of announced changes in the course schedule, including examination dates and assignment deadlines.
- It is the students’ responsibility to be informed about deadlines critical to making registration changes (e.g. last day of refunds, last day for making a withdrawal).
• The student is responsible for managing their time appropriately. College courses require much more reading, writing and studying than high school. Students can expect to spend 10 hours per week (in class as well as study and preparation time) on each class they take.

• The student is responsible for not using cell phones or electrical devices in class other than what is authorized by the instructor.

### Required Meetings Off-Campus

_Students are required to participate in AT LEAST ONE community service day during the semester._

#### In Community:

**Papahana Kuaola – Waipao, Heʻeia, Koʻolaupoko**

Directions and more information at [papahanakuaola.com](http://papahanakuaola.com)

- Lāʻōhana Waipao – SATURDAYS: Aug. 22nd, Sept. 26th, **Oct. 24th**, Nov. 28th

**Paepae o Heʻeia – Heʻeia, Koʻolaupoko** **RSVP IS REQUIRED AT THIS SITE**

Directions and more information at [paepaeoheeia.org](http://paepaeoheeia.org)

- Saturday Community Workdays - 2\(^{\text{nd}}\) & 4\(^{\text{th}}\) SATURDAYS 8:30am-12:00pm (lunch is provided)
- Friday Mornings – FRIDAYS 8:00am – 12:00pm (lunch NOT provided)

**Kākoʻo ʻŌiwi – Heʻeia, Koʻolaupoko** **RSVP IS REQUIRED AT THIS SITE**

Directions and more information at [kakoooiwi.org](http://kakoooiwi.org)

- Community Work Day – 2\(^{\text{nd}}\) SATURDAYS 8:30am – 12:00pm

**Waikalua Loko – Kāneʻohe, Koʻolaupoko** **RSVP IS REQUIRED AT THIS SITE**

Directions and more information at [waikalualokofishpond.org](http://waikalualokofishpond.org)

- Community Work Days – SATURDAYS: Sept. 12\(^{\text{th}}\) and Nov. 14\(^{\text{th}}\)

**Homestead Poi – Waiʻahole, Koʻolaupoko**

Directions and more information at [homesteadpoi.wordpress.com](http://homesteadpoi.wordpress.com)

- Community Work Days – Quarterly, Dates TBD

### Course Tasks

1. **Attendance & Participation – 100pts**
   a. Daily attendance is MANDATORY. Students are responsible for initialing the sign-in sheet everyday. There will be in-class assignments worth 5-10 points at random throughout the semester, please attend every class. Students are allowed two EXCUSED absences before I begin to subtract points from their final grade.

2. **15 Journal Entries – 150pts**
   a. Fifteen journal entries are required during the semester. Specific assignment information will be handed out in class and located/completed on Laulima.

3. **1 One-On-One Meeting with Instructor – 30pts**
   a. Students are required to schedule AND attend a one-on-one meeting with the instructor using MySuccess. This meeting will happen between weeks 8-10 of the semester, and will serve to individually evaluate each student's successes and opportunities in preparation for the end of the semester.

4. **2 Meetings with Hūlili Peer Mentor – 20pts**
   a. TBD (To Be Determined) at a later date
5. **Community Service Activity – 20pts**  
a. See “Required Meetings Off-Campus” Section

6. **Final Paper (One Student’s Story) – 50pts**  
a. This project will serve as part 1 of the “final exam” for this course. A grading rubric for this assignment will be handed out in class.

7. **5 Minute Final Presentation (One Student’s Story) – 40pts**  
a. This project will serve as part 2 of the “final exam” for this course. Students will present their “story” to the class. Prezi/PowerPoint recommended.

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### Course Grading

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<thead>
<tr>
<th>GRADE</th>
<th>ACHIEVEMENT LEVEL</th>
<th>DEFINITION</th>
<th>POINT SPREAD</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>90 - 100% of total points</td>
<td>370-400</td>
</tr>
<tr>
<td>B</td>
<td>Above average</td>
<td>80 - 89% of total points</td>
<td>340-369</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>70 - 79% of total points</td>
<td>310-339</td>
</tr>
<tr>
<td>D</td>
<td>Minimal passing</td>
<td>60 – 69% of total points</td>
<td>280-309</td>
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<tr>
<td>F</td>
<td>Failure to pass</td>
<td>Below 59% of total points</td>
<td>0-279</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>Given at INSTRUCTOR’S OPTION when student is unable to complete a small part of the course because of circumstances beyond their control. It is student's responsibility to make up incomplete work. Failure to satisfactorily make up incomplete work within the appropriate time period will result in a grade change from “I” to the contingency grade identified by the instructor.</td>
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| CR    | At C level or higher | 65% or above in total points; student must indicate their intent to take the course as CR/NC in writing by the end of the 10th week of classes (see catalog). | |
| NC    | Lower than C level   | Below 65% of total points; this grade only available under the CR/NC option (see catalog). | |
| N     | No grade given       | Instructor use for students unable to complete the course due to extenuating circumstances, such as major health, personal or family emergencies. | |
| W     | Withdrawal           | Official drop/withdrawal from the course by 10/25/11 deadline (see schedule of classes). | |

**NOTE ¹** Drop of one grade after 3 unexcused absences.

**NOTE ²** Student involved in academic dishonesty will receive an “F” grade for the course. Academic dishonesty is defined in the catalog.

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**Late work will only be accepted in extenuating circumstances. Please turn all assignments in on time.**
### Important Academic Calendar Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Last Day to Add/Late Register</td>
<td>August 28th</td>
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<tr>
<td>Last Day for 100% Refund</td>
<td>August 28th</td>
</tr>
<tr>
<td>Labor Day (Holiday)</td>
<td>September 7th</td>
</tr>
<tr>
<td>Last Day to Withdrawal Without “W”</td>
<td>September 14th</td>
</tr>
<tr>
<td>Last Day for 50% Refund</td>
<td>September 24th</td>
</tr>
<tr>
<td>Last Day to Withdraw With “W”</td>
<td>October 30th</td>
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<tr>
<td>Registration for Spring 2016 (Time Ticketed)</td>
<td>November 2nd</td>
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<tr>
<td>Veterans Day (Holiday)</td>
<td>November 11th</td>
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<tr>
<td>Thanksgiving (Holiday)</td>
<td>November 26th</td>
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<tr>
<td>Non-Instructional Day (Holiday)</td>
<td>November 27th</td>
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<tr>
<td>Last Day of Instruction</td>
<td>December 18th</td>
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### University Policies

#### Disabilities Accommodation Statement

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in their class, you are encouraged to contact the Disabilities Accommodations Coordinator to discuss reasonable accommodations that will help you succeed in this class. Dr. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or in her office at Hale ‘Ākoakoa 213.

#### University Statement on Non-Discrimination

The University of Hawai‘i is committed to a policy of nondiscrimination on the basis of race, sex, age, religion, color, national origin, ancestry, handicap, marital status, arrest and court record, sexual orientation, gender identity, and veteran status. This policy covers admission and access to, and participation, treatment, and employment in the University’s programs and activities.” If you feel that you are being discriminated against, you may file a complaint with Karen Cho, EEO/AA coordinator, 235-7404, Hale Alaka‘i, Room 120.