WINDWARD COMMUNITY COLLEGE
IS 103 FALL 2018 SYLLABUS
INSTRUCTOR: JORDAN LEWTON

GENERAL COURSE AND CONTACT INFORMATION
CLASS: Interdisciplinary Studies (IS) 103: Introduction to College (CRN 64455)
CREDITS: 3 credits
MEETING: Wednesdays
TIME: 5:30 pm - 6:45 pm
LOCATION: Windward Community College, Hale Pālanakila 122
START: August 20, 2018
END: December 14, 2018
NOTE: This course is taught in hybrid mode. See Activities Required Outside Course Meeting Time.
INSTRUCTOR: Jordan Lewton
OFFICE: Hale La'akea 232
HOURS: Go to MyUH > MySuccess for availability and to schedule an appointment
PHONE: 808-235-7325
EMAIL: JLEWTON@HAWAII.EDU

ALAKA'I HO'ONUI 'IKE (PEER SUCCESS COACH): Maile McLaurin
HOURS: Go to MyUH > MySuccess for availability and to schedule an appointment
EMAIL: MAILEMC@HAWAII.EDU

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 the Ko‘olau region of O‘ahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

IS 103 COURSE CATALOG DESCRIPTION
This course offers strategies for success in college and lifelong learning. It emphasizes understanding yourself, setting and attaining goals, critical thinking, effective communication, relationship building, study habits and skills, time management, college resources, and setting your foundation to succeed. Students will participate in and lead classroom learning through discussions, readings, writing assignments, group activities, and hands-on experiences. (3 hours lecture)

ACTIVITIES REQUIRED OUTSIDE IS 103 MEETING TIME
ONLINE ACTIVITIES
This course is taught in hybrid mode, therefore, in addition to attending class meetings on Wednesday evenings, students will also be required to spend time online. This time is not scheduled to take place synchronously (with all students participating at the same time). See Course Schedule for deadlines/details.

COURSE TASKS
Students should plan to allocate between five and eight (5-8) hours per week, in addition, for IS 103 coursework. This time will be spent reading, taking and organizing notes, studying course content, and working on assignments. See Course Grading for deadlines/details.

IS 103 STUDENT LEARNING OUTCOMES
As a result of taking the course, students will be able to:
A. Identify personal characteristics (e.g., learning styles, strengths and weaknesses, habits of mind) and analyze how these impact decision-making and success.
B. Consider those factors which impact student relationships with others and articulate strategies and skills to encourage strong relationship building.
C. Identify college policies and resources related to students.
D. Practice learning strategies (e.g., note-taking, time management, test-taking) to increase success in college coursework.
IS 103 COURSE SCHEDULE
Please click the link below to view the work students will complete in this class throughout the semester. Blue indicates on
campus tasks. Green indicates online tasks. Schedule subject to modifications throughout the semester.

Click here to view the current IS 103 Course Schedule

IS 103 COURSE GRADING
Students are encouraged to check their grade online in Laulima throughout the semester to stay informed about their progress.

<table>
<thead>
<tr>
<th>GRADED TASKS</th>
<th>POINTS</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATTEND CLASS</td>
<td>10 PTS PER CLASS</td>
<td>130 PTS PER SEMESTER</td>
</tr>
<tr>
<td>QUIZ</td>
<td>10 PTS PER QUIZ</td>
<td>50 PTS PER SEMESTER</td>
</tr>
<tr>
<td>ASSIGNMENT</td>
<td>10 PTS PER ASSIGNMENT</td>
<td>100 PTS PER SEMESTER</td>
</tr>
<tr>
<td>FINAL EXAM</td>
<td>50 PTS</td>
<td>50 PTS</td>
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STUDENTS WHO EARN THE FOLLOWING POINTS WILL EARN THE FOLLOWING GRADE IN THE COURSE:

<table>
<thead>
<tr>
<th>Points Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>330 - 297</td>
<td>A</td>
</tr>
<tr>
<td>296 - 264</td>
<td>B</td>
</tr>
<tr>
<td>263 - 231</td>
<td>C</td>
</tr>
<tr>
<td>230 - 198</td>
<td>D</td>
</tr>
<tr>
<td>197 - 165</td>
<td>F</td>
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IS 103 TEXTBOOK AND ONLINE CONTENT
TEXTBOOK
Reading and assignments are based on content in the textbook, therefore, having personal access to the textbook is imperative.
Students are encouraged to purchase (new/used) or rent (new/used) the following textbook or e-book listed below. Click here to
go to the Windward Bookstore online and purchase. The Bookstore will also list other options available through the web.
Textbook information below:

<table>
<thead>
<tr>
<th>TITLE:</th>
<th>ON COURSE: STUDY SKILLS PLUS ED.</th>
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<tbody>
<tr>
<td>ISBN:</td>
<td>9781305397484</td>
</tr>
<tr>
<td>EDITION:</td>
<td>3</td>
</tr>
<tr>
<td>STATUS:</td>
<td>REQUIRED</td>
</tr>
<tr>
<td>COPYRIGHT:</td>
<td>2017</td>
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ONLINE CONTENT
As a hybrid course, several tasks will be conducted online through Laulima. Laulima is accessible through MyUH portal:
https://myuh.hawaii.edu/. Students will need to use their UH username and password to login. The course IS 103 Students may
access IS 103 online course content, assignments, quizzes and the final exam as the instructor makes it available. See Course
Schedule above.

IMPORTANT FALL 2018 ACADEMIC DATES

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>08/28/2018</td>
<td>Last day to register for IS 103</td>
</tr>
<tr>
<td>08/28/2018</td>
<td>Last day to drop IS 103 and receive 100% tuition refund</td>
</tr>
<tr>
<td>09/11/2018</td>
<td>Last day to drop IS 103 and receive 50% tuition refund</td>
</tr>
<tr>
<td>10/29/2018</td>
<td>Last day to drop IS 103, no refund, &quot;W&quot; on transcript</td>
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DISABILITIES ACCOMMODATION STATEMENT
If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this
class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help
you succeed in this class.

DISABILITY SPECIALIST COUNSELOR: Dr. Ann Lemke
OFFICE: Hale Akoakoa 213
HOURS: See MySuccess for availability and to schedule an appointment!
TITLE IX STATEMENT
Title IX prohibits discrimination on the basis of sex in education programs and activities that receive federal financial assistance. Specifically, Title IX prohibits sex discrimination; sexual harassment and gender-based harassment, including harassment based on actual or perceived sex, gender, sexual orientation, gender identity, or gender expression; sexual assault; sexual exploitation; domestic violence; dating violence; and stalking. For more information regarding your rights under Title IX, please visit: https://windward.hawaii.edu/Title_IX/.

Windward Community College is committed to the pursuit of equal education. If you or someone you know has experienced sex discrimination or gender-based violence, Windward CC has resources to support you. To speak with someone confidentially, contact Karla Silva-Park, Mental Health Counselor, at 808-235-7468 or karlas@hawaii.edu or Kaahu Alo, Designated Confidential Advocate for Students, at 808-235-7354 or kaahualo@hawaii.edu. To make a formal report, contact the Title IX Coordinator at 808-235-7393 or wcxtix@hawaii.edu.

ACADEMIC INTEGRITY STATEMENT
Work submitted by a student must be the student’s own work. The work of others should be explicitly marked, such as through use of quotes or summarizing with reference to the original author.

Students can upload papers to https://www.turnitin.com/ to have papers checked for authenticity, highlighting where the paper potentially fails to appropriately reference sources.

In this class, students who commit academic dishonesty, cheating or plagiarism will earn a failing grade for plagiarized assignments and be referred to the Vice Chancellor for Student Affairs for review and/or further disciplinary action.