

**MEMORANDUM OF UNDERSTANDING
BETWEEN
WINDWARD COMMUNITY COLLEGE AND
HAWAI'INUIĀKEA OF UNIVERSITY OF HAWAI'I-MĀNOA**

This agreement is entered into by and between the University of Hawai'i on behalf of Windward Community College (hereinafter referred to as "WCC") and Hawai'inuiākea: School of Hawaiian Knowledge (hereinafter referred to as "HSHK") to cooperatively promote successful undergraduate educational experiences for students who attend both institutions. Both parties are entering into this agreement to better serve students and to expand and coordinate the delivery of undergraduate level programs on the windward side of O'ahu.

Goals and Purpose:

Through the partnership of WCC and HSHK, windward residents will have expanded access to Hawaiian Language instruction in their community.

Windward Community College shall:

- A. Provide administrative office space for the University staff based on need, availability, and cost factors.
- B. Provide furniture for the office and classroom(s) designated for use by the HSHK staff.
- C. Provide telephone access and phone for local calls without expense.
- D. Provide HSHK staff use of pre-designated facilities including internet access, cafeteria, bookstore, and library.
- E. Provide HSHK staff with parking facilities on campus.
- F. Provide HSHK students with access to cafeteria, bookstore, parking, and library services.
- G. Provide the appropriate bookstore services, including the sale of the textbooks for HSHK courses taught on campus.
- H. Publish HSHK class offerings in Windward schedules each semester.
- I. WCC will guarantee the course. In the event that the course does not breakeven, WCC shall pay the difference to HSHK.

HSHK shall:

- A. Provide a resource person to assist students with enrollment on by appointment at the University of Hawai'i at Mānoa campus or by telephone appointment.
- B. Provide financial aid and scholarship programs to eligible students.
- C. Offer HAW 321 and HAW 301 Hawaiian Conversation at the WCC campus in Fall 2011.
- D. Consider possible future offerings of other 300 and 400 level courses at WCC in consultation with WCC Hawaiian Language and Hawaiian Studies faculty and staff.
- E. Provide academic and support services in compliance with Section 504 to students.
- F. Provide student enrollment data within FERPA guidelines to assist WCC in planning and for reporting purposes.
- G. Kawaihuelani Center for Hawaiian Language within HSHK shall receive the revenue for this class above and beyond the portion absorbed by Outreach.

Marketing:

Both schools will jointly market the program. Sources include school web page, schedule of classes, publications, posters, and recruiting.

Term:

This agreement shall continue in force for the Fall 2011 semester. It shall then be assessed and updated by both parties.

WINDWARD COMMUNITY COLLEGE

HAWAI'INUIĀKEA OF UNIVERSITY OF HAWAI'I-MĀNOA



Date: 7/11/11

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