



UNIVERSITY of HAWAII®
WINDWARD
COMMUNITY COLLEGE

IS 103, Interdisciplinary Studies: Introduction to College

3 credits (CRN: 60508)

Tuesdays and Thursdays, 11:10am-12:20pm, Kailua HS

INSTRUCTOR: Kenneth Ho, Jr.

OFFICE: Hale Akoakoa

OFFICE HOURS: Tuesdays and Thursdays, 12:30-1:30pm

TELEPHONE: (808) 368-1928 **EMAIL:** kklho@hawaii.edu

EFFECTIVE DATE: Fall 2021

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.

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.

Activities Required at Scheduled Times Other than Class Times

Outside of the classroom setting, you are required to complete any assignment not finished during class, homework assignments, and readings.

STUDENT LEARNING OUTCOMES

As a result of taking this course, students can expect to attain the following outcomes:

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

COURSE TASKS

There are several requirements for this course. You will be assigned readings, weekly journal writing reflections, written assignments, and two presentations.

ASSESSMENT TASKS AND GRADING

The grading policy is designed to give you complete control over your grade. You can get any grade that you would like, depending on the amount of time and energy you put into the course work. Everyone is completely capable of achieving an A in the course so long as you put in the time and effort. This emphasizes that learning is about time and energy rather than innate academic ability.

<i>Assignments</i>	<i>Points</i>	<i>Total</i>	<i>Grade Scale</i>
In Class Attendance & Participation	10 per week	150	A 500-450 B 449-400
Written Assignments Reflections (1 per week) Genealogy Career Interest Resume/Cover Letter College Research Budget Activity Academic Plan Personal Journey College 101 Test	10 each 10 10 25 25 10 20 20 30	150 10 10 25 25 10 20 20 30	C 399-350 D 349-300 F 299-250
Presentations Mock Interview Personal Journey	25 25	25 25	
	Total	500	

COURSE CONTENT

WEEK	Date	Discussion Topics	Readings and Assignments
Section 1: Personal Development (Self)			
1 Past Introductions	08/24- 08/26	Introductions/Course Description My Life Story	Read: IS 103 Syllabus Keahiakahoe Mo'olelo Due: My Life Story
2 Potential Skills for Success	08/31- 09/02	Growth Mindset Video: Brain Development Organizational methods	Read: Growth Mindset Article

		Focused Note taking	Due: Focused Note taking Assignment
3 Preparation Career Interest	09/07-09/09	Focus 2 Hawaii Industry Sector 3-2-1 Worksheet Career Interest Worksheet	Read: Job vs. Career Article Due: Values Assessment Workplace Assessment
4 Professional Development	09/14-09/16	Resume and Cover Letter How to create a Cover Letter? How to design a resume?	Read: Resume vs. Cover Letter Due: Resume/ Cover Letter
5 Personality Performance	09/21-09/23	Myer Briggs- 19 Personalities Job Interview What kind of leader are you?	 Due: Mock Interview
Section 2: Resource Development (College)			
6 College 101	09/28-09/30	What is College? Types of Colleges	Read: What's the Purpose of College? Due: College 101 Test
7 Research	10/05-10/07	Library Research Units WCC Library Research/ References	Go to linkn and explore: Library Research Units Due: College Research Paper
	10/12-10/14	FALL BREAK	
8 Finances	10/19-10/21	Financial Literacy What is Financial Aid ? Budgeting	Read: Financial Aid article Due: Budget Activity
9 Support	10/26-10/28	Academic Plan Placement Tests Transfer Articulation	 Due: Academic Plan Transfer College
10 WCC Programs	11/02-11/04	TRIO Student Life Academic Programs/Degrees	 Due: Reflection of Programs

Section 3: Social Development (Others)			
11 Leadership	11/09- 11/11	Community Advocacy	Read: Integrating Native Hawaiian tradition with the modern technology of aquaponics Due: Reflection - Group work
12 Collaboration	11/16- 11/18	Community Action	Read: Kōkua Kaiāulu Due: Field trip forms
13 Community	11/23- 11/25	Personal Journey	 Due: Personal Journey Paper
14 Final Project	11/30- 12/02	Academic Portfolio	 Due: Academic Portfolio
15 Presentations	12/07- 12/09	Personal Journey Presentations	 Due: Presentations

*Due dates: For any assignments due, those assignments are due on the Thursday of the course.

LEARNING RESOURCES

There is no required textbook for this class. However, you will have reading assignments to complete before and after certain classes. These will sometimes be provided to you in class and other times you will need to access the readings from our Lulima site.

ADDITIONAL INFORMATION

My Success: At Windward Community College we want every student to be successful. MySuccess is a UH System-wide effort that seeks to support students early in the semester when they first begin experiencing difficulty in class. If I feel that you are having difficulty in my class (e.g., missing class, missing assignments, or low test scores) I will work with you and your assigned counselor to address your challenges. Once referred, MySuccess will:

- Call you and send an email to your hawaii.edu account to let you know about my referral; and
- Have your counselor follow up with you to find out what kinds of help you might need and connect you with the necessary resources to help you devise a strategy for success.

DISABILITIES ACCOMMODATIONS

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 Accessibility Counselor to discuss reasonable accommodations that will help you succeed in this class. Roy Inouye can be reached at (808) 235-7448, royinouye@hawaii.edu, or you may stop by Hale Kāko‘o 106 for more information.

SEX DISCRIMINATION AND GENDER-BASED VIOLENCE RESOURCES (TITLE IX)

Windward Community College is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

If you or someone you know is experiencing any of these, WCC has staff and resources to support and assist you. To report an incident of sex discrimination or gender-based violence, as well as receive information and support, please contact one of the following:

Madoka (Doka) Kumagai, Confidential Advocate
 Phone: (808) 348-0663 (cellular)
 Phone: (808) 956-6084 (office)
 Email: kumagaim@hawaii.edu

Desrae Kahale, Mental Health Counselor & Confidential Resource
 Phone: (808) 235-7393
 Email: dkahale3@hawaii.edu
 Office: Hale Kāko‘o 101

Karla K. Silva-Park, Title IX Coordinator
 Phone: (808) 235-7468
 Email: karlas@hawaii.edu
 Office: Hale ‘Ākoakoa 220

As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University’s Title IX resources and the University’s Policy, Interim EP 1.204, go to manoa.hawaii.edu/titleix/

ACADEMIC INTEGRITY

Do your own work. This course is made available for your future success. The more you apply yourself here, the more opportunity you afford yourself in your academic journey.

ALTERNATE CONTACT INFORMATION

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

- Location: Alaka'i 121
- Phone: (808) 235-7422