



UNIVERSITY of HAWAII
WINDWARD COMMUNITY COLLEGE

Ke Kulanui Kaiāulu o ke Ko'olau

HWST 135, Papa Kālai lā'au

Kau Hā'ule Lau/2024

3 Credits | CRN 64349

Windward Community College Mission Statement

'O keia ka wā kūpono e ho'onui ai ka 'ike me ka ho'omaopopo i kō Hawai'i mau ho'oilina waiwai. Aia nō ho'i ma ke Kulanui Kaiāulu o ke Ko'olau nā papahana hou o nā 'ike 'ake akamai a me nā hana no'eau. Me ke kuleana ko'iko'i e ho'ohiki ke Kulanui e kāko'o a e ho'okumu i ala e hiki kē kōkua i ka ho'onui 'ike a nā kānaka maoli. Na mākou nō e ho'olako, kāko'o a paipai i nā Ko'olau a kō O'ahu a'e me nā hana no'eau ākea, ka ho'ona'auao 'oihana a me ka ho'onui 'ike ma ke kaiāulu— hō'a'ano a e ho'oulu i nā haumāna i ka po'okela.

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.

Instructor Information

How to Contact Your Instructor

Instructor's Name: William "Miki" Kalaniopio Cook

Office: Hale A'o 203

Office Hours: E leka uila mai

Email: wmkcook@hawaii.edu

About

WHAT YOU CAN EXPECT OF ME AS YOUR INSTRUCTOR

- I will maintain a positive learning environment for all students.
- I will treat all students fairly and with respect.
- I will encourage all students to learn the course material truly.
- I will encourage discussion and participation.

Windward Community College is an equal opportunity, affirmative action institution.

- I highly value instructor-learner communication. We can arrange a time to talk/chat/exchange ideas via email anytime.
- If you are dissatisfied, confused, or unclear about how the discussion is being facilitated at any time, please email me. I will respond to your inquiry as soon as possible, and we will work together to resolve the identified issue.
- I do my best to respond to assignments within a reasonable time. Again, sometimes life and other work intervene, but if it does, I'll let you know.
- I will treat all of you with collegial respect. You have as much to contribute to this learning process as I do, and I look forward to our exchange as colleagues.

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

Course Information

Catalog Description

This is a Hawaiian cultural woodwork and wood carving project class. This class will involve the development of two to three introductory woodworking projects of Hawaiian cultural significance or ceremonial use. Through this class the students will develop both the skills needed to work effectively and safely with wood, and the cultural knowledge important to the pieces developed. As a project class, there will be specific projects and themes set by the instructor of general Hawaiian cultural interest. Students will learn different aspects and solutions in carving and creating Hawaiian cultural projects.

Student Learning Outcomes

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

- Learn to plan and create woodworking projects of Hawaiian cultural relevance or significance.
- Gain a deeper insight into Hawaiian cultural use of wood.
- Gain a deeper understanding of the cultural significance of the woodworking project the student has undertaken.
- Learn to work with wood in an effective and safe manner.

Required Materials

This course is Textbook-Zero cost (TXT0). No textbooks are required, and the instructor will provide all readings.

Course Format

This is a 16-week in-person course.

Course Technology (Optional)

Tips on navigating this course:

- Immerse yourself in the work.
- Help others and treat everyone with respect.
- Join the discussions and ask questions.
- Take what you learn and apply it.

Class rules:

- Cell phone usage is prohibited in this course unless approved by the instructor.
- Late work will be accepted for 50% of the grade.
- If you do not come to class, it is the student's responsibility to talk to the instructor regarding assignments.
- Extra credit opportunities are for students who complete all assignments.
- Class engagement and participation are mandatory.
- Shoes are mandatory for this course. If the student does not have the proper footwear they will not be able to participate in the carving portion of this class.
- MySuccess: Students may be referred for extra help or advising through MySuccess.
- Students can also explore resources at MySuccess.Hawaii.edu and windward.hawaii.edu/MySuccess

OPPORTUNITIES FOR EXTRA CREDIT

- options via the Google Classroom extra credit assignment tab as opportunities present themselves.

Regular Substantive Interaction

Online courses at Windward Community College follow these guidelines for ensuring quality instruction: [RSI Definition-WCC](#).

Participation Verification

Campuses are required by federal regulations to verify the participation of students in their classes. In accordance with Executive Policy 7.209, all students in the University of Hawai'i system are required to establish "participation" to ensure that they are not dropped from their class(es). Students who fail to participate by the late registration period for a class will be administratively dropped from that class. Students may also be dropped from dependent prerequisite and/or corequisite classes if both courses do not establish participation.

Grading Policy

Students will be graded as follows: Grade Scale:

Quizzes (25 points each x 4) 100 points A = 90 – 100% of total

Wood ID Quizzes (25 points each x 2) 50 points B = 80 – 89% of total

Research Paper (100 points each x 3) 300 points C = 70 – 79% of total

Project Plan (25 points each x 2) 50 points D = 60 – 69% of total

Midterm & Final Exam (50 points each x 2) 100 points F = less than 60% of total

Finished Project & Presentation (200pts ea.) 400 points

TOTAL 1,000 points

An (incomplete) is given at the INSTRUCTOR'S DISCRETION if the student cannot complete a small part of the course because of circumstances beyond your control. The students are responsible for completing incomplete work with a minimum achievement level (or better). Failure to satisfactorily make up incomplete work within the appropriate time will result in a grade change from "I" to the contingency grade identified by the instructor (see catalog). CR (credit), 70% or above in total points. The student must indicate an intent to take the course as CR/N in writing by the end of the 10th week of classes (see catalog). NC (no credit), below 70% or total points (see catalog). The NC grade will not be used as an alternative grade for an "F" W (withdrawal), and official withdrawal from the course will depend on the course length at that time.

Attendance: This course has a substantial amount of reading and research to be done at home by the student. Students will have almost 3+ hours of instruction a week and are expected to fulfill additional work time per week outside of class time. Attendance will be taken at each class, and being more than 5 minutes late will be considered late, unless the student has communicated with the instructor before class starts. It is at the instructor's discretion whether or not a tardiness is excused. 3 unexcused tardies will count as one unexcused absence. A doctor's note or some other form of documentation must substantiate classes missed for a valid reason. The student's final grade will have a 5 percent deduction for every unexcused absence.

Assessment Tasks and Grading

Quizzes, midterms, and final Exams will be given promptly at the beginning of class to denote attendance. **Make-up** is given only at the instructor's discretion.

Concept Paper: Completing the three research papers, each 2 1/2 - 3 pages in length, discussing the cultural use and significance of the trees and projects required in the class. Student papers must be written in Times New Roman, 12-point font, 1" margins. MLA format, three cited sources, only one of which can be a website, and any pertinent photos or diagrams they plan on using may be printed in color and attached to the end of the 2 1/2 - 3 typed page essay or a Google doc may be used instead of printing a paper. A writing scaffold will be provided to assist the students in creating this essay. For further assistance accessing sources, creating citations, or using MLA format, please consult the Writing Center in Hale La'akea, Room 222, (808) 235-7473.

Project Plan: Students must submit a Project Plan for their implementation in consultation with the instructor for each project undertaken before work starts on the project. Both original project plans must be submitted along with each of the two-semester projects for full credit to be received.

Finished Project: Students will be graded on their development, creation, and completion.

Project Presentation: Students will be graded on a short presentation in which they showcase their project, how it was planned and completed, and the Hawaiian cultural significance, history, and use of what they have created.

- Sample grading rubrics or scoring sheets

Weekly Assignments

Week	Date	Topic	Due Dates
1	8/26/24	Class introductions. Syllabus. Project overview. Safety. Tools. Workshop Set up	
2	9/02/24	Soap Carving. Quiz 1, Tool Introductions and project plans. Project 1: Makahiki	Journal 1 due
3	9/09/24	Huaka'i 1: Bishop Museum	Journal 2 due
4	9/16/24	Project 1 work day. Makahiki Lecture. Wood ID	Journal 3 due
5	9/23/24	Project 1 Complete. Makahiki Implements lecture.	Journal 4 due

Week	Date	Topic	Due Dates
6	9/30/24	Project 2: Niho 'oki. Neolithic Tools Lecture Wood ID	Journal 5 due
7	10/07/24	Huaka'i 2: Honolulu Museum of Arts	Journal 6 due
8	10/14/24	Project 2: complete. Mid term Prep. Project 3 discussions. Wood ID	Journal 7 due
9	10/21/24	Mid term. Mea kaula Lecture. Farming Lecture. Finalize Project plan 3.	Journal 8 due
10	10/28/24	Project plan 3 work day: TBA. research and presentation rubric Wood ID quiz 1	Journal 9 due
11	11/04/24	Project work day. Wood ID	Journal 10 due
12	11/11/24	Project work day. Wood ID	Journal 11 due
13	11/18/24	Project work day. Wood ID	Journal 12 due
14	11/25/24	Project work day. Wood ID quiz 2	Journal 13 due
15	12/02/24	Project work day. Final day for late journal work.	Journal 14 due
16	12/09/24	Project work day. Finals prep and study guides	Journal 15 due
Finals	12/16/24	Finals Week Exam Schedule	Last day for Journal entries and make up quizzes.

*Bold text denotes a Holiday

Academic Integrity

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

In this class, students who commit academic dishonesty, cheating, or plagiarism will have the following consequence(s):

Students will receive a failing grade for plagiarized assignments.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs.

[Windward CC Student Conduct Information](#)

[UH System Student Conduct Policy EO 7.208](#)

Include an AI Statement (is it ok in your class? if so, when/how?) Here are some [UH Guidelines](#) and [AI Recommendations](#). Instructors should refrain from sharing or inputting student work into online AI tools, including AI detection tools, without obtaining student consent. Uploading student work has potential FERPA implications as well as potential copyright concerns. Additionally, the uploaded content could be used as data for training of the AI, without the student's consent.

Student Responsibilities

- Immerse yourself in the work.
- Help others and treat everyone with respect.
- Join the discussions and ask questions.
- Take what you learn and apply it.

Class rules:

- Cell phone usage is prohibited in this course unless approved by the instructor.
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- windward.hawaii.edu/MySuccess
- Students may check the [Student Notifications](#) page on the website for canceled classes

How to Seek Academic or Technical Support

Academic Support

- [Windward Community College Library](#)

- [Library eResources](#)
- [Ka Piko Writing Lab](#)
- [Ka Piko Speech Lab](#)
- [Ka Piko Math Lab](#)
- [Evening and Online Learning at Windward Community College](#)
- [STAR Balance](#)

Technical Support

- [UH ITS Help Desk](#) – email help@hawaii.edu or call 956-8883 (or 1-800-558-2669) for Lulima and most technology support. Available 24 hours a day, 7 days a week, including holidays.
- Student Tech Support - email winhelp@hawaii.edu, call 808-235-7437, or stop by in person at Hale La‘akea 228. Available Monday–Friday from 8:00 am–4:00 pm.
- Lulima – Click on the [Request Assistance](#) link at the bottom of any Lulima Page to fill out and submit a question and get your answer via email.
- [Information Security for Students](#)

College Policies & Support Services

Disabilities Accommodations Statement

The Windward Community College’s Disability Student Services Office (WCC-DSSO) is committed to providing equal access to qualified students with disabilities.

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to participate fully in this class, you are encouraged to contact the Disability Specialist Counselor, Roy Inouye, to discuss reasonable accommodations that will help you succeed in this class. The Disabilities Counselor can be reached at 808-235-7448, wccdsso@hawaii.edu, or stop by the office (Hale Kako‘o 106) for more information.

Basic Needs

Basic needs include food and housing, childcare, mental health, financial resources, and transportation. Student basic needs security is critical for ensuring strong academic performance, persistence and graduation, and overall student well-being. If you or someone you know is experiencing basic needs insecurity, please see the [UH System Basic Needs website](#).

Mental Health Counseling

Mental Health and Wellness at Windward Community College counseling services and activities on campus to support students’ life goals as well as their academic goals. Information about services can be found at the [WCC Mental Health & Wellness website](#).

UH Alerts

The UH Alert emergency notification system alerts the university community in the event of a natural, health or civil emergency. The information you provide will only be used in the event of an emergency that impacts the health and safety of the UH community or the closure of whole campuses. It will not be shared with others or used for routine UH communications or announcements. To sign up, visit [UH Alerts website](#) for more information.

Financial Aid

If you are receiving financial aid and are contemplating not completing the course, BEFORE you withdraw, it is highly recommended that you contact the Financial Aid Office at 808-934-2712 or email them at wccfao@hawaii.edu to discuss the impact this decision may have on your financial aid eligibility.

Student Conduct Code

Windward Community College follows the University of Hawai'i Code of Student Conduct which defines expected conduct for students and specifies those acts subject to University sanctions. Students should familiarize themselves with the Code of Student Conduct since, upon enrollment at Windward Community College, the student has placed herself/himself under the policies and regulations of the University and its duly constituted bodies. The disciplinary authority is exercised through the Office of the Vice Chancellor for Student Affairs. Copies of the Student Conduct Code are available at the Office of the Vice Chancellor for Student Affairs or [online](#).

Title IX - Sex Discrimination And Gender-Based Violence Resources

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:

Leslie Cabingabang, UH System Confidential Advocate
Phone/Text: (808) 348-0432 or (808) 341-4952
Email: advocate@hawaii.edu
Office: Hale Kāko'o 107 (Wednesdays)

Mykie E. Menor Ozoa-Aglugub, J.D., Title IX Coordinator
Phone: (808) 235-7468
Email: mozoa@hawaii.edu
Office: Hale Kāko'o 109

Desrae Kahale, Mental Health Counselor & Confidential Resource
Phone: (808) 235-7393

Email: dkahale3@hawaii.edu
Office: Hale Kāko'o 101

Karen Cho, Deputy Title IX Coordinator
Phone: (808) 235-7404
Email: kcho@hawaii.edu
Office: Hale 'Alaka'i 120

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/