UNIVERSITY of HAWAIʻI
WINDWARD COMMUNITY COLLEGE
Ke Kulanui Kaiāulu o ke Koʻolau

# HAW 101, ELEMENTARY HAWAIIAN 1

FALL 2026

4 Credits | CRN 62106

* This syllabus and/or our Course Schedule is subject to change at any time. I will notify you of any changes via email. Mahalo!

## About Windward Community College

### Mission Statement

*ʻO keia ka wā kūpono e hoʻonui ai ka ʻike me ka hoʻomaopopo i kō Hawaiʻi mau hoʻoilina waiwai. Aia nō hoʻi ma ke Kulanui Kaiāulu o ke Koʻolau nā papahana hou o nā ʻike ʻake akamai a me nā hana noʻeau. Me ke kuleana koʻikoʻi e hoʻohiki ke Kulanui e kākoʻo a e hoʻokumu i ala e hiki kē kōkua i ka hoʻonui ʻike a nā kānaka maoli. Na mākou nō e hoʻolako, kākoʻo a paipai i nā Koʻolau a kō Oʻahu aʻe me nā hana noʻeau ākea, ka hoʻonaʻauao ʻoihana a me ka hoʻonui ʻike ma ke kaiāulu— hōʻaʻano a e hoʻoulu i nā haumāna i ka poʻokela.*

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawaiʻi and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide the Koʻolau region of Oʻahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

### ʻĀina

Windward Community College is located in the ahupuaʻa of Kāneʻohe and Heʻeʻia in the moku of Koʻolaupoko on the island of Oʻahu. Both ahupuaʻa are directly connected to the moʻo ʻōlelo of Pāpa and Wākea, who are seen as the ancestors of the Hawaiian nation. The campus sits beneath the puʻu of Keahiakahoe, which is also connected to many moʻo ʻōlelo of this ʻāina. Because wind names and rain names are associated with specific ʻāina, the rain name of Kāneʻohe is known as the ʻĀpuakea and the rain name of Heʻeʻia is the Ulumano.

## Instructor Information

### About Your Instructor

ʻO Leimomi Kaʻaihili Leong koʻu inoa. No Kaʻelepulu, Kailua mai au ma ka moku ʻo Koʻolaupoko ma ka mokupuni ʻo Oʻahualua. He kumu kaiapuni Hawaiʻi au no 20 paha makahiki. He haumana ʻōlelo Hawaiʻi au no 30 makahiki. No ke alaloa o ke aʻo ʻana i ka ʻōlelo Hawaiʻi, he hoʻomaka kēia me kou kuanaʻike Hawaiʻi o ke kumu e aʻo ai i ka ʻōlelo Hawaiʻi. ʻO ke kahua ma mua, ma hope ke kūkulu. ʻUʻuku ka hana, ʻuʻuku ka loaʻa. E komo i ka hana a hoʻāʻo.

*My name is Leimomi Kaʻaihili Leong. I am from Kaʻelepulu, Kailua in the moku of Koʻolaupoko on the island of Oʻahu. I have been a Hawaiian immersion teacher for about 20 years and a learner of ʻōlelo Hawaiʻi for about 30 years. This long journey of learning ʻōlelo Hawaiʻi starts with a perspective on the value of learning Hawaiian. First is the foundation, then we build upon that (ʻO ke kahua ma mua, ma hope ke kūkulu). In learning Hawaiian it is important to build a foundation in which you begin your long journey of acquiring Hawaiian language. When little is done, there is little to gain (ʻUʻuku ka hana, ʻuʻuku ka loaʻa). The amount of effort you put in is the amount of results you will see in your language acquisition process. My expectations are participation and effort.*

## How to Contact Your Instructor

Leimomi Kaʻaihili Leong, Kumu ʻŌlelo Hawaiʻi, Kaʻohekani

- Virtual Office: ZOOM: https://hawaii.zoom.us/j/86155360539?pwd=TMmOZ2shP6IskR8D2knYoizIxIsbWG.1
- Office Hours (by appointment): Mondays 3:45pm or by appointment
- Email: lsing@hawaii.edu

Response time: I generally respond to email and Q&A on weekdays between 8am and 2:30pm

## Asking Course Questions

Please use course Q&A in Lamakū Discussions for all general course questions about content, activities, due dates, how work will be graded, etc. I will check Q&A weekly and provide follow-up information there.

Email specific grading questions and/or personal matters, per FERPA, to keep your information protected. Please use Lamakū Email instead of UH Gmail or other email.

* While Lamakū has an Instant Message feature, I prefer email. Please feel free to use Instant Message to communicate with your HAW 101 classmates if you like.

## 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: Alakaʻi 121
- Phone: (808) 235-7422

## Contingency Plan

If there is an outage, weather situation, or family emergency on my end, I will do my best to find a way to communicate an update as soon as possible about my return to the course. Mahalo in advance for your understanding and I hope you will do the same.

## Course Format & Structure

**This course is offered in a 8-week time frame which means it is an accelerated 4 credit course. Assignments will reflect a 4 credit course in a shorter period of time. Please note that this is not a self-paced course; our course schedule is provided in this syllabus.**

This is an asynchronous 8 week course:

- Live optional Zoom classes will be once a week for questions, reteaching, clarifications, and extra practice. If no one attends this session in the first 15minutes, I will close the Zoom room.
- Content release: Content will be released weekly. You will have 1 week to complete assignments and 2 days to correct assignments after feedback is given. Content will be up all course but assignments will close at the end of the due date.
- Asynchronous which means that classes are optional. Students will interact with peers and kumu via Lamakū, Padlet, and/or Google Classroom.

### Regular Substantive Interaction (RSI)

Online courses at Windward Community College follow the college's RSI Definition for ensuring quality instruction. You can expect me to communicate with you frequently (and in a timely fashion) about our coursework in the following ways during our 8-week course:

- *Assignments:* Students will be required to turn in weekly assignments (via Padlet). Due dates for all assignments will be specified in Lamakū by the kumu. Being that assignments are set up to help you to move forward with the course content, late work will not be accepted. Assignment types will vary. You can expect feedback on Padlet, and/or Lamakū.
    - *Drafts:* I will grade your assignments on accuracy. If you complete your assignment early and you would like to improve your grade, you will be allowed to correct it for a better grade. However, you need to send me a notification that you resubmitted your assignment for a better grade. After the deadline, no resubmissions will be allowed.
- *Final Project:* Students will have 2 final projects to complete.
    - Pāhana Kiʻi (100points): Students will choose a mele ʻāina. Using that mele ʻāina they will translate each line using illustrations. The final product can be a powerpoint/google slides presentation or a book. Students will have multiple opportunities to submit drafts prior to the deadline for feedback.
    - Pāhana Haku (100points): Students will choose an aliʻi or an ʻāina to write about. Students will write independently a book or a song about their chosen aliʻi or ʻāina. Students will also present their song or book in a video.
    - Both projects will be graded using this rubric.
    - I highly encourage students to attend class or schedule an appointment with Kumu if help is needed.

- *Student Check-Ins:* "Pulse" checks may be given throughout the course via survey, open-ended question(s), audio/video messages, and/or Zoom meetings. Individual appointments are welcome and encouraged if students need help.

All course activity due dates are listed in Lamakū on the Calendar. Please check your UH email often and set your Lamakū Notifications (both email and D2L Brightspace Pulse App) to receive course notices, such as grading updates, announcements, and activity reminders. I will keep our Lamakū course Grades as current as possible.

### 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). Effective Fall 2021, 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.

## Course Information

### Catalog Description

An elementary course in the Hawaiian language which focuses on rules of grammar, pattern drills, the building of an adequate vocabulary to facilitate conversation, and reading of selected materials at an elementary level.

### Student Learning Outcomes

Students can expect to attain the following outcomes as a result of taking this course:

1. Recognize and reproduce the correct pronunciation of consonants, semivowels, vowels, diphthongs, words and names in Hawaiian.
2. Demonstrate the ability to comprehend and respond to basic directions, requests, questions and answers.
3. Demonstrate the ability to generate basic phrases and sentences for everyday situations with a vocabulary of 400-500 Hawaiian words, plus idiomatic expressions.
4. Demonstrate the ability to read and write Hawaiian sentences at an elementary level on subject matter covered in class.
5. Speak Hawaiian with the proper inflection, intonation, and rhythm.

## Course Materials

### Required

Students will need to access their UH email account including google classroom from their UH email account, Padlet using their UH account, and Lamakū.

- Regular access to a computer with internet (desktop or laptop).
    - Windward has computers, WiFi hotspots, software, and discounts available to students; see Ka Piko Student Tech Support for information.
    - UH Online provides an online learning Readiness Activity and an Orientation to Online Learning that Windward CC students may take to see if online learning is a good fit.
- Hawaiian Language Dictionary, Puku'i & Elbert, ISBN-13: 9780824807030 and ISBN-10: 0824807030
- ʻŌlelo Noʻeau: Hawaiian Proverbs and Poetical Sayings, Pukuʻi, ISBN: 9780910240925
- Additional required HAW 101 materials will be posted in Lamakū Content.

### Recommended

- D2L Brightspace Pulse App (free download from app stores)
- Hānau Ka Ua: Hawaiian Rain Names by Collette Leimomi Akana
- Na Kai ʻEwalu: Beginning Hawaiian Lessons
- Ka Lei Haʻaheo: Beginning Hawaiian

### Lamakū Learning Management System (https://lamaku.hawaii.edu/d2l/home)

- UHCC Lamakū Student Resources (how-to videos)
    - Contact UH ITS for 24/7 Lamakū assistance.
- Keeping Accessibility and UDL in Mind
    - If you find any course content that needs remediation and/or updating, please kindly share and I will immediately work to make the content accessible.
- Lamakū courses will appear 5 days before the first day for the academic term and will become inactive (no longer be available to access) 3 weeks after the end of the term. Be sure to save any coursework you may need from Lamakū *during* the term.
- Lamakū automatically logs you out *if it does not detect activity for three hours*. A warning message will appear, notifying you of the lack of activity. Activity is defined as clicking a button in Lamakū, such as "Save Draft" or "Next" (in a test), clicking on a course tab, or taking an action that sends information to the server.

### Other Technology

D2L Brightspace, the parent company of Lamakū, recommends users choose the latest versions of Google Chrome, Mozilla Firefox, Microsoft Edge, or Apple Safari as their internet browser.

We recommend that students update their internet browser at the start of each term, search how to allow pop-up windows, adjust their cookies, and clear device history. Also, fully restart your computer and/or device from time-to-time to optimize performance.

Review the privacy/security policies before using the technologies we will be using in this class. Contact me if you would like to discuss the use of alternate options or technologies.

- Canva is a presentation, graphic design software, and more (accessibility statement, privacy policy)
- Google Drive is UH-provided cloud storage (accessibility statement, privacy policy)
- Google Docs is used to create documents (accessibility statement, privacy policy)
- Google Sheets is used to create assignment and reference worksheets (accessibility statement, privacy policy)
- Google Slides is a presentation authoring software provided by UH (accessibility statement, privacy policy)
- Loom is used for screen recording (accessibility statement not provided, privacy policy)
- Mentimeter is used for interactive presentations and activities (accessibility statement, privacy policy)
- Padlet is used for some of the discussion activities (Padlet Accessibility Statement, Padlet privacy policy)
- Quizlet is used for interaction (accessibility statement not provided, privacy policy)
- YouTube is used for delivering some of the course content (accessibility statement, privacy policy)
- Zoom is used for the Synchronous Sessions and virtual office (accessibility statement, privacy policy)

## Grading Policy

### Grading Scale

| Course Activity | Points/Percentage of Final Grade |
|---|---|
| Haʻawina | 5-15 points |
| Reflections | 20 points |
| Kuisa (Quizzes) | 40 points |
| Final Projects | 200 points |

### Assessment, Tasks, and Grading

Assignments - Most assignments will be 5pts-15points and will consist of translating, creating sentences, video recording, peer interaction, reading and/or speaking. Assignments are encouraged to be submitted early for feedback. You may resubmit for a better grade up until the

due date.

Late work and/or assignments will not be accepted.

You will be able to see your current grades on google classroom and/or Lamakū.

Grading:
100%- 90%= A; 89%- 80%= B; 79%-70 % = C; 69%- 60%= D; 59%- 0%= F

## Course Schedule

Students may check the Windward Student Notifications page on the website for canceled classes and/or school closures.

| Week | Date | Module / Topic | Due Dates |
|---|---|---|---|
| **1** | 8/24/26 | ***Pule 1:***<br>● Class Topic(s):<br>○ Hawaiian Language in Education<br>○ Safe culture for learning<br>○ Learning Language in context<br>○ Syllabus overview<br>○ Padlet overview<br>○ Pronunciation/Pīʻāpā/Hakalama<br>○ Poʻo + Piko + ʻAwe<br>● Do:<br>○ Watch Class video<br>○ Watch Video: Brief History of ʻŌlelo Hawaiʻi<br>○ 1.1 Padlet: Video introduction<br>○ 1.2 Written Reflection on History video<br>○ 1.3 Padlet: Hakalama practice<br>○ 1.4 Padlet: Video Pronunciation practice | 8/30/26 |
| **2** | 8/31/26 | ***Pule 2:***<br>● Class Topic(s):<br>○ Process of Language Acquisition<br>○ Resources<br>○ Using the dictionary<br>○ Moku, Ahupuaʻa, Wahi Pana<br>○ Hoʻolauna: Self Introduction<br>○ ʻŌlelo Noʻeau<br>○ Poʻo + Piko + ʻAwe<br>○ ʻAmi<br>● Do:<br>○ Watch videos<br>○ Padlet video: Hoʻolauna | 9/6/26 |

| Week | Date | Module / Topic | Due Dates |
|---|---|---|---|
| | | ○ Padlet video: Lecture reflection<br>○ Padlet: Mele ʻāina<br>○ Padlet: ʻŌlelo Noʻeau | |
| **3** | 9/7/26 | ***Pule 3:***<br>● Class Topic(s):<br>○ Kuanaʻike Hawaiʻi<br>○ Kaʻi (Ka, Ke, Nā, ʻO)<br>○ Iʻoa and Meme'a<br>○ Language in Music<br>○ Pepeke ʻAike He<br>○ kēlā/kēnā/kēia<br>● Do:<br>○ Watch videos<br>○ Padlet: Translation in picture<br>○ Padlet: Label your environment<br>○ Padlet: word wall<br>○ Padlet: Pepeke ʻAike He<br>○ Padlet: Listening Input | 9/13/26 |
| **4** | 9/14/26 | ***Pule 4:***<br>● Class Topic(s):<br>○ Waeʻanona- Types of words<br>○ Directional words<br>○ Papani- pronouns<br>○ Pehea<br>○ Kāhulu- ʻaʻano/wehewehena<br>○ Nā Pāhana Nui Intro<br>● Do:<br>○ Watch videos<br>○ Padlet response- reading input<br>○ Padlet: Pehea + pronoun<br>○ Padlet: ʻAʻano- feelings/description<br>○ Idiom suggestion<br>○ Padlet: Kāhulu- ʻāina (Hiʻilawe)<br>○ Pāhana Kiʻi: Choose a mele<br>○ Pāhana Haku: Choose a wahi pana | 9/20/26 |
| **5** | 9/21/25 | ***Pule 5:***<br>● Class Topic(s):<br>○ Translations & idioms<br>○ Pepeke Painu<br>○ Pepeke Honua- Aia<br>○ Pāhana Haku | 9/27/26 |

| Week | Date | Module / Topic | Due Dates |
|---|---|---|---|
| | | • Do:<br>○ Watch videos<br>○ Padlet response- reading/listening input<br>○ Padlet: Idiom<br>○ Padlet: Pepeke Henua<br>○ Padlet: Pepeke Painu<br>○ Pāhana Haku: Main idea for each paukū | |
| **6** | 9/28/26 | ***Pule 6:***<br>• Class Topic(s):<br>○ Pepeke Painu Hōʻole<br>○ Review of any content<br>○ **Pāhana Kiʻi- DUE 10/4 for feedback**<br>○ **Pāhana Haku- Due 10/11 for feedback**<br>• Do:<br>○ Watch videos<br>○ Padlet response- reading/listening input<br>○ Padlet: Pepeke Painu Hōʻole<br>○ **Pāhana Kiʻi- Due 10/11 @11:59pm**<br>○ **Pāhana Haku- Due 10/13 @11:59pm** | 10/4/26 |
| **7** | 10/5/26<br>*No Live Class | ***Pule 7:***<br>• Class Topic(s):<br>○ Moʻokūʻauhau<br>○ Keʻelikōlani- Mahina ʻŌlelo Hawaiʻi<br>○ Review of any content<br>○ **Pāhana Haku- Due 10/11 for feedback**<br>• Do:<br>○ Watch videos<br>○ Padlet response- reading/listening input<br>○ Padlet: Moʻokūʻauhau<br>○ **Pāhana Kiʻi- Due 10/11 @11:59pm**<br>○ **Pāhana Haku- Due 10/13 @11:59pm**<br>○ Course Evaluation | 10/11/26 |
| **8**<br><br>**Finals** | 10/12/26<br><br>*No Live Class | ***Pule 8***<br>• Class Topic(s):<br>○ Lā Kūʻokoʻa- November 28th<br>○ Individual appointments for Pāhana feedback<br>• Do:<br>○ Watch videos<br>○ **Pāhana Haku- Due 10/13 @11:59pm**<br>○ Course Evaluation | 10/13/26 |

## 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

AI STATEMENT:

In this course, students must be the primary and majority authors of text, images, graphics, and all cou ork products and assignments. Students are permitted to use AI to generate images that are not ess to completing the learning outcomes of the course. The application of this principle will vary by as nt.

For all assignments please use the following key to determine if AI is permitted or not.

| | |
|---|---|
| | No AI permitted on this assignment. |
| | AI may be used to generate personalized or specific pictures |

## Student Kuleana

- Please review our Hawai'i-Style Netiquette, which blends the values of ALOHA with approaches to how we treat each other online.
- Students are expected to communicate with the kumu about questions, confusion, or any issues that hinder their learning or ability to complete assignments by the deadline.
- Students are expected to keep all video assignments and comments appropriate and respectful of others.
- Windward CC has Grievance Procedures in place, but I encourage us to try to work together first to see if we can work through any troubles. Mahalo!

## Academic and Technical Support

### Academic Support

- Windward Community College Library
- Library eResources
- Library Research Units (LRUs)
- Ka Piko Writing Lab
- Ka Piko Speech Lab
- Ka Piko Math Lab
- Online Learning at Windward Community College
- STAR Balance

### Technical Support

- UH ITS Help Desk: email help@hawaii.edu or call (808) 956-8883 (or 1-800-558-2669) for Lamakū 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 Laʻakea 228. Available Monday–Friday from 8:00 am–4:00 pm.
- Lamakū: Click on the Lamakū Help link in the menu bar at the top of the Lamakū homepage to fill out and submit a question and get your answer via email.
- Information Security for Students

## College Policies & Support Services

Your instructor may also provide additional resources in your Lamakū course.

### 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.

### Disabilities Accommodations Statement

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 Kakoʻo 106) for more information.

## Financial Aid

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

## LGBTQ+

The University of Hawaiʻi system and Windward Community College are committed to building an inclusive community that supports and advocates for all students, staff, and faculty. We welcome all members of our campus community to our campuses: transgender, māhū, and people of all gender identities. All members of our campus community deserve a work and educational environment free from harassment or bullying based on their sexual orientation, gender identity, or expression. For more information, see the University of Hawaiʻi Commission on LGBTQ+ Equality. Windward Community College Commissioner: Scott Sutherland, scottjks@hawaii.edu

## Mental Health Counseling

Mental Health and Wellness at Windward Community College provides counseling services and activities on campus to support students' life goals as well as their academic goals. Information about services can be found at WCC Mental Health & Wellness.

## Student Conduct Code

Windward Community College follows the University of Hawaiʻi 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, they have placed themselves 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.

## TRiO Program

The Federal TRiO Programs are educational opportunity outreach programs designed to motivate and support students from disadvantaged backgrounds. TRiO includes six outreach and support programs targeted to serve and assist low-income, first-generation college students and students with disabilities in progressing through the academic pipeline from middle school to post-baccalaureate programs. Information about services can be found at Windward CC TRiO.

## 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:

Desrae Kahale, UH System Confidential Advocate
Phone: (808) 235-7393
Email: advocate@hawaii.edu
Office: Hale Kākoʻo 101

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

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

Karen Cho, Deputy Title IX Coordinator
Phone: (808) 235-7404
Email: kcho@hawaii.edu
Office: Hale ʻAlakaʻi 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, refer to the University's Title IX resources, and the Universityʻs Policy, EP 1.204.

## 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 for more information.