



UNIVERSITY of HAWAII  
WINDWARD COMMUNITY COLLEGE

Ke Kulanui Kaiāulu o ke Ko'olau

## Math 103 - College Algebra

Spring 2026

4 Credits | CRN 63204

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

### About Windward Community College

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#### 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.

#### 'Āina

Windward Community College is located in the ahupua'a of Kāne'ohē and He'e'ia in the moku of Ko'olaupoko on the island of O'ahu. Both ahupua'a are directly connected to the mo'o 'ōlelo of Pāpa and Wākea, who are seen as the ancestors of the Hawaiian nation. The campus sits beneath the pu'u of Keahiakahoe, which is also connected to many mo'o 'ōlelo of this 'āina. Because wind names and rain names are associated with specific 'āina, the rain name of Kāne'ohē is known as the 'Āpuakea and the rain name of He'e'ia is the Ulumano.

### Instructor Information

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#### How to Contact Your Instructor

Rukiyah Walker - [Mathematics](#)

Office: Mana'opono 110A

### Office Hours:

- In-person on Tuesday 10:00am - 11:00am & Thursday 1:30pm - 2:30pm or by appointment.
- [Zoom link](#) (by appointment)

Email: [rukiahw@hawaii.edu](mailto:rukiahw@hawaii.edu) (email through Lamaku is preferred). Will respond within 48 hours, excluding weekends and holidays.

### Asking Course Questions

Please use course Q&A Discussion Board in Lamakū for all general course questions about content, activities, due dates, how work will be graded, etc. I will check Q&A daily and will 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.

### 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

### 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.

### Regular Substantive Interaction (RSI)

Online courses at Windward Community College follow the college's [RSI Definition](#) for ensuring quality instruction.

### 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

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### Catalog Description

Math 103 investigates linear equations, inequalities, systems of equations, polynomials, functions, fractional expressions and equations, exponents, powers, roots, quadratic equations and functions; rational, exponential and logarithmic functions.

*Pre-Requisite(s):* "C" or better in MATH 25, 26, 29, 82 or equivalent, satisfactory math placement test score, or consent of instructor.

### Student Learning Outcomes

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

1. Graph or interpret algebraic relations that are relevant to the topics in this course.
2. Employ algebraic techniques to find the solutions to equations or inequalities, or systems of equations or inequalities appropriate to the level of this course.
3. Use algebraic techniques to analyze and solve applied problems.
4. Utilize precise mathematical language and symbols to effectively communicate mathematics in written and/or oral form.

Note: All SLO assessments are embedded in homework or exams.

## Course Materials & Course Technology

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### Required

- **Textbook: MyLab Math (MLM) via IDAP**  
The MyLab Math (MLM) Online Program comes with the eBook *Algebra for College Students*, 10th Edition, by Lial, Hornsby, & McGinnis. MLM registration will be through IDAP via the VitalSource link in Lamaku.
- 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.

*This course will be participating in the Bookstore's Interactive Digital Access Program (IDAP). Through this program, you will access your course material digitally, and it will be available to you by the first day of class.*

*A charge for the digital course material through IDAP will be added to your MyUH account.*

*You have the option to opt-out of receiving your course material through IDAP. By opting-out, you will lose access to the course material and the charge will be refunded on your MyUH account. If you do not opt-out, the charge will stay on your MyUH account. Any unpaid charges on your MyUH account will turn into a hold. Holds on your account will prevent you from accessing various services within the University.*

*You may opt-out by visiting your unique Inclusive Access Student Portal, which can be found in your IDAP welcome email (Subject Line: "IMPORTANT: You have enrolled in an IDAP Course").*

*For more information regarding IDAP, please contact your campus bookstore.*

## Recommended

- [D2L Brightspace Pulse App](#) (free download from app stores)

## 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.

- [Zoom](#) is used for virtual office hours ([accessibility statement](#), [privacy policy](#))

## Additional Learning Resources

Learning resources:

- Wolfram Alpha: <http://www.wolframalpha.com>
- Desmos Graphing Calculator: <https://www.desmos.com>
- Khan Academy Videos: <http://www.khanacademy.org>
- Tutor.com: <https://windward.hawaii.edu/tutor.com/>

Academic Support on the WCC Campus:

- The Math Lab offers free peer tutoring to WCC students and is located in La'akea 220. <https://windward.hawaii.edu/services-for-students/tutoring/ka-piko/>
- TRiO Student Support Services (TRiO SSS) is a federally funded program with the purpose of increasing retention, graduation, and transfer rates from two-year to four-year colleges/universities for low-income, first-generation, and/or disabled college students. <https://windward.hawaii.edu/services-for-students/tutoring/trio-sss/>

## Grading Policy

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All grades can be accessed through the MLM Student Gradebook. To view your overall grade in the course, log in to our MyLab Math course and click on Student Gradebook in the left-side menu. The grade breakdown will be as follows:

### Grading Scale

| Assignment   | Percentage of Final Grade |
|--------------|---------------------------|
| Attendance   | 15%                       |
| Final Exam   | 20%                       |
| Homework     | 35%                       |
| Tests        | 30%                       |
| <b>Total</b> | <b>100%</b>               |

A letter grade for Math 103 will be assigned according to the level of achievement as provided below:

- A = 90%-100%
- B = 80%-89%
- C = 70%-79%
- D = 60%-69%

F = 0%-59%

CR 70% or above of the cumulative points possible

NC Less than 70% of the cumulative points possible

W Official Withdrawal

I Incomplete

**Note:** CR/NC grades require written instructor consent. Students must apply for CR/NC grading option at the WCC Admissions Office by the posted deadline.

**Note:** The W grade is given only when the student officially withdraws from the course by the posted deadline.

**Note:** The I grade is a temporary grade given at the instructor's discretion when a student has failed to complete a small part of a course because of circumstances beyond his or her control. A student may qualify for the I grade if (a) they are unable to take the final exam and (b) taking the final exam could possibly raise their course grade.

## Course Format and Assignments

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**Classroom:** Each class period will consist of roughly 45 minutes to 1 hour of lecture on course material, followed by a group worksheet to be completed by the end of the class period. The worksheet will count as attendance for that day.

**Attendance:** Students are expected to attend each class meeting. Absences in case of emergency or unavoidable situations will be excused with proper documentation. If you miss a lecture, you are responsible for keeping up with the course material.

**Final Exam:** There will be a cumulative final exam at the end of the semester. Please see the course schedule for the exact date.

**Homework:** Computer based homework is due through the MLM program. Homework will be due every Sunday at 11:59pm. The homework exercises will consist of problems from the textbook on the material that we go over in lecture. There will be a 5% grade deduction **per day** for problems submitted after the due date. You have unlimited attempts at homework problems and your highest score will be saved.

**Missed Assignment Policy:** Makeup quizzes will not be allowed unless for dire emergency situations. Conflicts arising from work, social obligations, or from personal travel plans do not qualify as excused absences. By registering for this course, you are agreeing to attend class at the scheduled time and take all quizzes/exams at the scheduled times.

All course activity due dates are listed in Pearson MyLab Math and on the Course Schedule below. 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.

## Course Schedule

Students may check the Windward [Student Notifications](#) page on the website for canceled classes and/or school closures.

\*This is a tentative schedule and is subject to change. You will be notified of any changes via Lamaku.

| Module | Week | Tuesday   | Thursday  | Homework   |
|--------|------|---|---|--|
| 1      | 1    | 1/13/26:<br><ul style="list-style-type: none"> <li>Syllabus</li> <li>1.1</li> </ul> | 1/15/26:<br><ul style="list-style-type: none"> <li>1.5 &amp; 1.6</li> </ul>       | 1/18/26:<br><ul style="list-style-type: none"> <li>Homework 1 due</li> </ul> |
|        | 2    | 1/20/26:<br><ul style="list-style-type: none"> <li>1.7 &amp; 2.1</li> </ul>         | 1/22/26:<br><ul style="list-style-type: none"> <li>2.2 &amp; 2.3</li> </ul>       | 1/25/26:<br><ul style="list-style-type: none"> <li>Homework 2 due</li> </ul> |
|        | 3    | 1/27/26:<br><ul style="list-style-type: none"> <li>2.4 &amp; 2.5</li> </ul>         | 1/29/26:<br><ul style="list-style-type: none"> <li>2.6 &amp; 3.1</li> </ul>       | 2/1/26:<br><ul style="list-style-type: none"> <li>Homework 3 due</li> </ul>  |
|        | 4    | 2/3/26:<br><ul style="list-style-type: none"> <li>3.2 &amp; 3.3</li> </ul>          | 2/5/26:<br><ul style="list-style-type: none"> <li>Exam 1 review</li> </ul>        | 2/8/26:<br><ul style="list-style-type: none"> <li>Homework 4 due</li> </ul>  |
|        | 5    | 2/10/26:<br><ul style="list-style-type: none"> <li>Exam 1 (1.1 - 3.3)</li> </ul>    | 2/12/26:<br><ul style="list-style-type: none"> <li>4.1 &amp; 4.2</li> </ul>       | 2/15/26:<br><ul style="list-style-type: none"> <li>Homework 5 due</li> </ul> |
| 2      | 6    | 2/17/26:<br><ul style="list-style-type: none"> <li>4.3 &amp; 4.4</li> </ul>         | 2/19/26:<br><ul style="list-style-type: none"> <li>4.5 &amp; 4.6</li> </ul>       | 2/22/26:<br><ul style="list-style-type: none"> <li>Homework 6 due</li> </ul> |
|        | 7    | 2/24/26:<br><ul style="list-style-type: none"> <li>5.1 &amp; 5.2</li> </ul>         | 2/26/26:<br><ul style="list-style-type: none"> <li>5.3 &amp; 5.5</li> </ul>       | 3/1/26:<br><ul style="list-style-type: none"> <li>Homework 7 due</li> </ul>  |
|        | 8    | 3/3/26:<br><ul style="list-style-type: none"> <li>6.1 &amp; 6.2</li> </ul>          | 3/5/26:<br><ul style="list-style-type: none"> <li>6.3 &amp; 6.4</li> </ul>        | 3/8/26:<br><ul style="list-style-type: none"> <li>Homework 8 due</li> </ul>  |
|        | 9    | 3/10/26:<br><ul style="list-style-type: none"> <li>6.5 &amp; 6.6</li> </ul>         | 3/12/26:<br><ul style="list-style-type: none"> <li>7.1, 7.2, &amp; 7.3</li> </ul> | 3/15/26:<br><ul style="list-style-type: none"> <li>Homework 9 due</li> </ul> |

| Module | Week        | Tuesday   | Thursday  | Homework  |
|--------|-------------|---|---|---|
|        | 10          | 3/17/26:<br><ul style="list-style-type: none"> <li>Spring Break</li> </ul>                                      | 3/19/26:<br><ul style="list-style-type: none"> <li>Spring Break</li> </ul>                |   |
|        | 11          | 3/24/26:<br><ul style="list-style-type: none"> <li>Exam 2 review</li> </ul>                                     | 3/26/26:<br><ul style="list-style-type: none"> <li>No class (Prince Kuhio Day)</li> </ul> |   |
|        | 12          | 3/31/26:<br><ul style="list-style-type: none"> <li>Exam 2 (4.1 - 7.3)</li> </ul>                                | 4/2/26:<br><ul style="list-style-type: none"> <li>7.4 &amp; 7.5</li> </ul>                | 4/5/26:<br><ul style="list-style-type: none"> <li>Homework 10 due</li> </ul>  |
| 3      | 13          | 4/7/26:<br><ul style="list-style-type: none"> <li>7.6 &amp; 7.7</li> </ul>                                      | 4/9/26:<br><ul style="list-style-type: none"> <li>8.1 &amp; 8.2</li> </ul>                | 4/12/26:<br><ul style="list-style-type: none"> <li>Homework 11 due</li> </ul> |
|        | 14          | 4/14/26:<br><ul style="list-style-type: none"> <li>8.3 &amp; 8.4</li> </ul>                                     | 4/16/26:<br><ul style="list-style-type: none"> <li>8.5 &amp; 9.1</li> </ul>               | 4/19/26:<br><ul style="list-style-type: none"> <li>Homework 12 due</li> </ul> |
|        | 15          | 4/21/26:<br><ul style="list-style-type: none"> <li>9.3 &amp; 10.2</li> </ul>                                    | 4/23/26:<br><ul style="list-style-type: none"> <li>10.3 &amp; 10.4</li> </ul>             | 4/26/26:<br><ul style="list-style-type: none"> <li>Homework 13 due</li> </ul> |
|        | 16          | 4/28/26:<br><ul style="list-style-type: none"> <li>10.5, 10.6, &amp; 11.4</li> </ul>                            | 4/30/26:<br><ul style="list-style-type: none"> <li>12.1, 12.3, &amp; 12.4</li> </ul>      | 5/3/26:<br><ul style="list-style-type: none"> <li>Homework 14 due</li> </ul>  |
|        | 17          | 5/5/26:<br><ul style="list-style-type: none"> <li>Final exam review</li> <li>Last day of instruction</li> </ul> |   |   |
|        | Finals Week |   | <ul style="list-style-type: none"> <li>Final Exam TBA</li> </ul>                          |   |

## Academic Integrity

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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 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](#)

## Artificial Intelligence

In this course, students are not permitted to use generative AI applications, in whole or in part, to complete assignments. If you have any questions about whether a particular tool or specific use is permitted, check with the professor.

## Student Kuleana

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Please review our [Hawai'i-Style Netiquette](#), which blends the values of ALOHA with approaches to how we treat each other online.

Responsibilities & Etiquette:

- Have access to a reliable high-speed internet connection
- Have adequate computer skills
- Check Lamaku daily
- Check school emails regularly
- Be self-motivated
- Set aside adequate study time
- Be courteous in discussions
- Avoid offensive language
- Acknowledge diverse perspectives
- Watch this [video](#) for specific expectations on engagement, responding to peers, and maintaining a positive learning environment.

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

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### 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](mailto: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](mailto:winhelp@hawaii.edu), call (808) 235-7437, or walk-in at Hale La'akea 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

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### 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](mailto:wccdsso@hawaii.edu), or stop by the office (Hale Kako'o 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](mailto:wccfao@hawaii.edu) **BEFORE** you withdraw to discuss the impact this decision may have on your financial aid eligibility.

## LGBTQ+

The University of Hawai'i 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 Hawai'i Commission on LGBTQ+ Equality](#). Windward Community College Commissioner: Scott Sutherland, [scottjks@hawaii.edu](mailto: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 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, 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](mailto:advocate@hawaii.edu)  
Office: Hale Kāko'o 101

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

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

Karen Cho, Deputy Title IX Coordinator  
Phone: (808) 235-7404  
Email: [kcho@hawaii.edu](mailto: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, refer to the University's [Title IX](#) resources, and the University's 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.