

**Curriculum and Assessment Committee  
Minutes – April 19, 2021 Regular Meeting**

Date: April 19, 2021 (Monday), 11:10 am A.M, in BOR Conference Room

**Agenda Item(s):**

1. Minutes of April 5, 2021
2. LA- ENG Course Outline
3. STEM PLOs
4. Other Matters

**Attendance: 14 present**

Pamela Perkins

Florence Peter

Dako Nating

Rosie Koroï

Hermon Lajar.

Sali Andrike

Adedayo Ogunmokun

Jennifer Seru

Elizabeth Switaj

Oyinade Ogunmokun

Verenaisi Bavadra

Waisiki Baleikorocau

Jomi Capelle

Rigjeta Lord

Excused:

Meitaka Kendall-Lekka

Vasemaca Savu

Guest;

Ana Bulavakarua :LA-ENG

**Minutes:**

The meeting was called to order at **11:16 A.M.** in the BOR conference room by Florence Peter, CC chair.

1. Minutes for April 5, 2021 meeting was approved, with the following changes:
  - a. The number of attendees changed from 9 to 11 present.
  - b. Adedayo Ogunmokun was excused from this meeting.
  - c. Item #2: “Check for the version # with the IT department” - correct from IT to IR department.
  - d. Correct the spelling of Hermon’s last name to Lajar.
2. LA-ENG course outlines:
  - a. Liberal Arts presented ENG course outlines for CC review. Course Outlines presented were as follows:
    - o ENG 105
    - o ENG 111
    - o ENG 112
    - o ENG 151
    - o ENG 201
    - o ENG 211

- o ENG 220
- b. Ana stated that the recommendations from the committee from the April 5th meeting have been factored and corrected.
- c. The committee further recommended the followings:
  - o Make corrections on the SLO column to include at least one SLO, not necessarily have to include all, and should delete the irrelevant SLO's.
  - o Also include general education PLO's.
  - o Make connections between the mission statements, on page 3. They have to link.
  - o To present all new and final changes on the 26th April, to be announced for a special meeting.

### 3. STEM PLOs

- a. The STEM department is not a program, hence it cannot have PLOs.
- b. The committee recommended the followings:
  - o To work on Developmental Education Math program(s) and their PLOs.
  - o Marine Science certificate is a program that can be assessed under the STEM department.
  - o To work with all other departments regarding assessing all science and math courses PLOs.

### 4. Program Participation Agreement (PPA)

- a. Sali discussed the current approved degree and certificate programs by the DOE.
- b. Sali reminded department heads to verify and confirm their respective departments' credit/clock hour loads in the excel spreadsheet shared.
- c. Florence and Pam have confirmed their departments credit loads.
- d. Sali planned to submit the PPA one month prior to the deadline, June 30, 2021, and each department should confirm their programs before May 30, 2021. Simply can email or respond back to Sali in the email she shared the excel.

**Meeting adjourned at 11:54 a.m.**

#### **Future agenda items:**

1. April 19, 2021 minutes
2. EDU /VCARP Course Codes issue
3. SCI 130/SCI230
4. Archived Course Outlines
5. BUS Program Sheet
6. SLO Maps Assessments (Faculty and CC carry out changes)
7. VCARP and EDU course ID issue
8. Signed Course Outlines
9. FACETS Cycle 1 & 2 programs/department course outlines review/reaffirmation

#### **Next meetings:**

Regular Meeting May 3, 2021.

Regularly scheduled meetings are 1<sup>st</sup> and 3<sup>rd</sup> Mondays. Next meeting will be on Monday, April 19, 2021.

Respectfully submitted,  
Sali L. Andrike