

**Curriculum and Assessment Committee
Minutes –June 25, 2021, Summer Regular Meeting**

Date: June 25, 2021 (Monday), 11:15 am in the BoR meeting room.

Agenda:

1. June 18, 2021 draft minutes
2. Nursing Course Outlines
3. Education Course Outlines
4. Other Matters

Attendance: 12 present:

Waisiki Baleikorocau	Jennifer Seru
Pamela Perkins	Elizabeth Switaj
Jomi Capelle	Oyinade Ogunmokun
Vasemaca Savu (zoom)	Dako Nating
Waisake Savu	Rosie Koroï
Terry Henos	Adedayo Ogunmokun
	Sali Andrike

Agenda Item(s):

The meeting was called to order at **11:20 A.M.** in BOR by the CC secretary in the absence of the committee chair.

1. June 18, 2021, regular meeting minutes were reviewed and was approved by the committee.

a) The VP ASA reminded the department chairs to submit their Program documents together with the course outlines for approval and or reaffirmation. Departments whose course outlines have been approved will need to bring their Program Documents through.

2. Education Course Outlines review;
EDU 101

- Under Action Type, substantive revision and SLO change were check marked
- SLO # 4 was changed from ...to 'create' components of Quality Pedagogy Framework to Demonstrate understanding of the components of the Quality Pedagogy Framework.
- The degree name ASEE was added under Degree Requirement
- The paragraph under course content was deleted and replaced with 'students will be able to'
- After some discussions on the assessment tools, the Presentation tool was check marked

- For uniformity as with other course outlines presented, SLO text was deleted from the PLO linking table.
- With all the suggested revisions updated by the course editor, the committee Approved EDU 101.

EDU 109

- The degree name ASEE was added under Degree Requirement
- Under SLO Mapping add ENG 111 links
- SLO text was deleted and only SLO numbers reflected under the PLO linking table
- The paragraph under course content was deleted and replaced with 'students will be able to'
- Proper MLA formatting to be used for the recommended text, with the inclusion of ISBN #
- A recommendation was made to checkmark written assignments under the assessment tool, so it was check marked.
- With the suggested revisions and edits, EDU 101 was Approved.

3. The Nursing outlines were tabled for the next meeting.

4. The Dean made a special request for Chairs to use the Docu Sign tool for the course outline signature process.

Meeting adjourned at 12:10 noon

Future agenda items:

1. July 9, 2021 draft minutes
2. Nursing Course Outlines
3. Education Course Outlines
4. Developmental Education Course Outlines
5. CC Assessment Report
6. Others

Next meetings:

Regularly scheduled meetings are 1st and 3rd Mondays during the regular semester. For this Summer 2021 semester, CC will meet every Friday due to the class schedules of CC faculty members. The next meeting will be on Friday, July 16, 2021.

Respectfully submitted,

Jennifer Seru
Recording Secretary