

**Curriculum and Assessment Committee  
Minutes – August 31, 2020 Special Meeting**

Date: August 31, 2020 (Monday), 11:15am A.M, in BOR Conference Room

Agenda:

1. Election of new officers
1. May 18, 2020 draft minutes
2. CC Annual Assessment Report & RSA
3. Course outline – GEO 121
4. Others

**Attendance: 12 present:**

Waisiki Baleikorocau	Vasemaca Savu
Jomi Capelle	Jennifer Seru
Meitaka Kendall-Lekka	Elizabeth Switaj
Rigieta Lord (guest)	Oyinade Ogunmokun
Dr. Pamela Perkins	Cheryl Vila
Florence Peter	Sali Andrike

**Agenda Item(s):**

The meeting was called to order at **11:10 A.M.** in BOR conference room by Waisiki Baleikorocau, CC chair.

1. Election of new officers
  - a) Chair –
    - Nominated Waisiki (to continue), Oyinade, & Florence
    - Nominee Florence accepted. Seconded. Accepted.
  - b) Secretary
    - Nominated Oyinade, Jennifer
    - Nominee Jennifer accepted. Seconded. Accepted.
  - c) Faculty Representatives
    - Nominated Camari Kato & Dako Nating. Seconded. Accepted.
  - d) Course outline editor
    - Nominated Camari Kato. Seconded. Accepted.
2. CC RSA & Assessments – need to bring to EC committee for approval. Bring this to Faculty Senate President to do so or else FS President must relinquished this duty.
3. May 18, 2020 Draft Minutes – Move to approve. Seconded. Passed.
4. Others

- Read ISER
- Review and comment on Course outlines – Governmental Accounting and Geography 121 (already shared online)

**Meeting adjourned at 11:43am**

**Future agenda items:**

1. August 31, 2020 draft minutes
2. Faculty Senate President – CC Annual Reports & RSA
3. Course Outlines – Governmental Accounting & Geography 121
4. Others

**Next meetings:**

Regularly scheduled meetings are 1<sup>st</sup> and 3<sup>rd</sup> Mondays. Next meetings will be on Monday, September 07, 2020 & September 21, 2020

Respectfully submitted,

Meitaka Kendall-Lekka  
Recording Secretary