

**Curriculum and Assessment Committee
Minutes – October 5, 2020 Regular Meeting**

Date: October 5, 2020 (Monday), 11:17am A.M, in BOR Conference Room

Agenda Item(s):

1. September 21, 2020 draft minutes
2. CC RSA AY 2020-2021
3. Course Outlines: Governmental Accounting, AH 114, NUR 110, TRN 101
4. Others

Attendance: 12

present:

Meitaka Kendall-
Lekka
Dr. Pamela Perkins
Florence Peter
Camari Koto
Dako Nating
Waisake Savu

Jennifer Seru
Elizabeth Switaj
Oyinade
Ogunmokun
Rigieta Lord

Excused:

Vasemaca Savu

Guests:

Nik Willson
Dr Rosalinda
Sumaoang

Minutes:

The meeting was called to order at **11:17 A.M.** in BOR conference room by Florence Peter, CC chair.

1. September 21, 2020 Draft Minutes reviewed– Moved to approve. Seconded. Passed.
2. CC RSA AY 20-21:
 - Updated RSA to be shared and the committee to vote online for approval before the next CC meeting.
3. Course Outlines:
 - **TRN 101:** Nik Willson introduced the new course to the committee, highlighting the purpose, the goal and the target audience. He also gave a verbal presentation of the course content. The committee gave the following recommendations:
 - Use the current course outline template in the CC manual
 - SLO's to be linked to LA and MAR PLO's
 - Required ENG 110 should be ENG 111
 - Course Content Weekly topics to be taken out of course outline
 - CC suggested that the recommended changes to be updated before presenting it again for CC review.
 - **AH 114 and NUR 110:** These course outlines were already approved in SP 2019, however did not get all the required signatures. It was suggested that the course be put on the new course outline template and presented through the CC approval process.

- **Governmental Accounting:** Dean ACE gave a brief background of the proposed Governmental Accounting Cert. noting key points behind the proposal as:
 - Program under ADB Grant in Partnership with Ministry of Finance
 - Due to interest and demand from stakeholders' sustainability of the program was not assured thus the proposal to create the Certificate.
 - BUS Chair requested further discussions with Dean ACE on the proposed certificate.
 - It was agreed to table the proposal and await the meeting outcome.

4. Course Outlines tabled for future agenda

- GEO 121
- Governmental Accounting
- AH 114
- NUR 110

Meeting adjourned at 12:05 noon.

Future agenda items:

1. September 21, 2020 draft minutes
2. CC RSA AY 2020-2021
3. Course Outlines – Governmental Accounting, GEO 121, AH 114, NUR 110
4. Others

Next meetings:

Regularly scheduled meetings are 1st and 3rd Mondays. Next meetings will be on Monday, October 19, 2020

Respectfully submitted,

Jennifer Seru
Recording Secretary