

**Curriculum and Assessment Committee
Minutes – November 02, 2020 Regular Meeting**

Date: November 02, 2020 (Monday), 11:10 am A.M, in BOR Conference Room

Agenda Item(s):

1. October 19th and October 26, 2020 Special Meeting draft minutes
2. Course Outlines:
 - o AH 114, NUR 110
 - o GEO 121
 - o TRN 101
 - o Governmental Accounting Certificate Course Outlines and PLO's
3. Others

Attendance: 12

present:

Pamela Perkins
Florence Peter
Camari Koto
Dako Nating
Verenaisi Bavadra
Sali Andrike
Jomi Capelle

Jennifer Seru
Elizabeth Switaj
Oyinade
Ogunmokun
Waisiki
Baleikorocau
Rigieta Lord

Excused:

Guests:

Minutes:

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

1. October 19th, 2020 draft minutes reviewed- Moved to approve. Seconded. Passed
October 26th, 2020 draft minutes reviewed– Moved to approve. Seconded. Passed.
2. i) Governmental Accounting PLO reviewed and after discussions, recommendations were made to revise PLO's to more general statements targeting general outcome areas. It was decided that Dean ACE will send out revised PLO's for CC review by Wednesday 11 and online voting by the Friday 13th, 2020.

ii) Governmental Accounting 100 was reviewed and after discussions the following recommendations were made:
 - i. Add the contact hours
 - ii. Add revised PLO's links
 - iii. The same (above) changes were to be made for all other Governmental Accounting Course outlines. (100-104)

- iii) Governmental Accounting report/update on changes made based on previous recommendations:
 - i. Deleted name in Course developed by and replaced with Department responsible
 - ii. Edited prerequisite as suggested and added Permission of Instructor

4. Course Outline Editor Role Transition

The CC course Editor has informed the committee that she might be leaving soon and has requested that another member be appointed to assist with the work until she departs. Dean ACE has volunteered to take on the duties and so she will be working with the course editor during this transition period.

4. Course Outlines tabled for future agenda

- o GEO 121
- o AH 114
- o NUR 110
- o TRN 101
- o Governmental Accounting

Meeting adjourned at 12:05 noon.

Future agenda items:

1. November 02, 2020 draft minutes
2. Course Outlines – Governmental Accounting, GEO 121, AH 114, NUR 110, TRN 101
3. Others

Next meetings:

Regular Meeting November 16, 2020 (Governmental Accounting).

Regularly scheduled meetings are 1st and 3rd Mondays. Next meetings will be on Monday, November 2, 2020

Respectfully submitted,

Jennifer Seru
Recording Secretary