

**Curriculum and Assessment Committee  
Minutes – November 16, 2020 Regular Meeting**

Date: November 16, 2020 (Monday), 11:10 am A.M, in BOR Conference Room

**Agenda Item(s):**

1. November 2, 2020 regular meeting draft minutes
2. Governmental Accounting PLO's
3. Governmental Accounting Course Outlines:
  - o GA100, GA 101, GA102, GA, 103, GA104
    - TRN 101
  - o AH 114, NUR 110
  - o GEO 121
3. Others

**Attendance: 12**

**present:**

Pamela Perkins  
Florence Peter  
Camari Koto  
Dako Nating  
Verenaisi Bavadra  
Melina C Riklon

Jennifer Seru  
Elizabeth Switaj  
Oyinade  
Ogunmokun  
Waisiki  
Baleikorocau  
Rigieta Lord

Excused: Meitaka Kendall- Lekka Vasemaca Savu Guests: Nik Willson
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**Minutes:**

The meeting was called to order at **11:15 A.M.** in BOR conference room by Florence Peter, CC chair.

1. November 02, 2020 draft minutes reviewed- Moved to approve. Seconded. Passed
2. i) Governmental Accounting revised PLO was reviewed. A minor revision to the opening statement was suggested and the committee agreed that this will be an editing update. The revision was a suggested change from *'At the end of the "to Upon completion of this program'*.  
  
ii) It was moved to approve the Governmental Accounting PLO's with the recommended editing change to the above statement. Seconded. The Certificate in Governmental Accounting PLO was approved.
- 3) Governmental Accounting course outlines were reviewed. Dean ACE went through the changes that were made based on the committee's recommendations. After going through each course outlines, motion for approvals were moved, seconded and passed.
  - o GA 100 course outline approved

- GA 101 course outline approved
- GA 102 course outline approved
- GA 103 course outline approved
- GA 104 course outline approved

Approved dates were added to each document and the program was reminded to fill out the Action Form and take the documents through the next process of signatures.

#### 4. TRN 101:

The revised TRN 101 was presented to the committee, Nik discussed the changes made as per committee's recommendations on the following;

- MAR 120 or Permission of Instructor added to prerequisite
- Mapping changed per committee's advice
- Course Content detailed outline revised to more general topics
- Font change to template style

After review, a motion to approve was moved and seconded. The course outline was approved. Approved date was added and the program was reminded to fill out the Action Form and take the documents through the next process of signatures.

#### 5. Others:

VP ASA, informed the committee about discussions at IEC of the role of the Curriculum Committee in the Online Learning Policy. These would include work on quality assurance, approval processes on Certificates, Programs, PLO's and course outlines.

#### 6. Course Outlines tabled for future agenda.

- GEO 121
- AH 114
- NUR 110

**Meeting adjourned at 12:05 noon.**

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

1. November 16, 2020 draft minutes
2. Course Outlines –GEO 121, AH 114, NUR 110,
4. Faculty Member
5. GE Chair
3. Others

#### **Next meetings:**

Regular Meeting December 7, 2020.

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

Respectfully submitted,

Jennifer Seru  
Recording Secretary