

**Curriculum and Assessment Committee  
Minutes – December 07, 2020 Regular Meeting**

Date: December 07, 2020 (Monday), 11:10 am A.M, in BOR Conference Room

**Agenda Item(s):**

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

**Attendance: 12**

**present:**

Pamela Perkins  
Florence Peter  
Dako Nating  
Verenaisi Bavadra  
Melina C Riklon  
Waisake Savu

Jennifer Seru  
Elizabeth Switaj  
Oyinade  
Ogunmokun  
Waisiki  
Baleikorocau  
Rigieta Lord



**Minutes:**

The meeting was called to order at **11:20 A.M.** in BOR conference room by Florence Peter, CC chair.

1. November 16, 2020 draft minutes reviewed- Moved to approve. Seconded. Passed

2. a) AH114 course outline previously approved was missing signatures. It was re-submitted to CC and changes and additions included:

- the use of the new template
- CIP change (to add to the Nursing Program)

AH114 course outline was revised by the course editor. There was a motion to approve the revised outline, it was seconded. The committee voted and approved. The next step is to fill out the Action form and get the approval signatures.

b) NUR 110 course outline was reviewed and additions and suggestions included:

- Textbook changes
- Re calculation of clinical hours
- Add s to Fundamental in course title
- Check all recommended assessment tool

NUR110 revised outline was moved and approved. The next step is to fill out the Action form and get the approval signatures.

3) Faculty Rep:

Ms Rosie Koroi was approached and accepted the CC invitation to be a faculty rep in place of Ms. Camari Koto.

4) General Education Chair:

CC Chair will email faculty Senate and invite interest in the GE chair role.

5) ACE Agroforestry Program document table for the next meeting.

**Meeting adjourned at 12:05 pm**

**Future agenda items:**

1. December 07, 2020 draft minutes
2. Course Outline –GEO 121,
3. ACE Agroforestry Program
4. GE Chair
5. Others

**Next meetings:**

Regular Meeting January 4, 2021.

Regularly scheduled meetings are 1<sup>st</sup> and 3<sup>rd</sup> Mondays. Next meetings will be on Monday, January 4, 2020.

Respectfully submitted,

Jennifer Seru  
Recording Secretary