

**Curriculum and Assessment Committee  
Minutes – August 21, 2017**

Date: August 21, 2017 (Monday), 11:00 A.M, in WH202

Agenda:

1. Election of officers
2. Relook at the RSA
3. Report from the Faculty Senate subcommittee.

Mary Van Auken  
Vasemaca Savu  
Elizabeth Switaj

Florence Peter  
Jennifer Seru  
Serena Hackerott

Meitaka Kendall-Lekka  
Pamela Perkins  
Wilbert Alik

**Agenda Item(s):**

The meeting was called to order at **11:10A.M.** in WH202 by Dean Va Savu, Chair Pro-Tempore.

1. Election of CC Officers
  - a) Chair: Mary Van Auken was nominated. Seconded. Passed.
  - b) Secretary: Meitaka Kendall-Lekka was nominated. Seconded. Passed.
  - c) Course Outline Editor: Elizabeth Switaj was nominated. Seconded. Passed.
2. Role, Scope and Authority (RSA)
  - a) Unable to use at this time as proposed RSA did not go to EC.
  - b) CC members need to review RSA that can be found on the CC Google Site for more information regarding needed “changes” mentioned in meeting.
3. Report from the Faculty Senate subcommittee
  - a) Subcommittee is assessing relationship of CC and Faculty Senate particularly, what “report” means.
  - b) Subcommittee is also working to propose new procedures pertaining to CC and Faculty Senate to improve coexistence.

**Meeting adjourned at 11:52P.M**

**Future agenda items:**

Minutes for August 21, 2017

**Next meetings:**

Regularly scheduled meetings are 1<sup>st</sup> and 3<sup>rd</sup> Mondays.

Respectfully submitted,

Meitaka Kendall-Lekka  
Recording Secretary