

**Curriculum and Assessment Committee
Minutes – December 18, 2017**

Date: December 18, 2017 (Monday), 11:00 A.M, in BOR Conference Room

Agenda:

1. December 04th and 11th, 2017 Draft Minutes
2. NURS 110 “Fundamentals of Nursing” course outline
3. Education PLOs
4. Math PLOs to STEM
5. ABE and Vocational

Wilbert Alik	Florence Peter	Jacinta Samuel – On leave
Meitaka Kendall-Lekka	Va Savu	Tamar Capelle (apologized)
Dr. Pamela Perkins	Jennifer Seru	
Rigieta Lord	Dr. Elizabeth Switaj	
Dr. Melinda Nish	Mary Van Auken	
Waisiki Baleikorocau	Cheryl Vila	

Agenda Item(s):

The meeting was called to order at **11:05A.M.** in BOR Conference Room by Mary Van Auken, chair.

1. December 04th & 11th, 2017 Draft Minutes – Moved to approve w/ minor edits. Seconded. Passed.
2. NURS 110 “Fundamentals of Nursing” course outline – Moved to approve. Seconded. Passed
 - a) Cheryl confirmed that SIS is able to enter “co-requisites” as requested in NURS110 course outline. DOAA also note course contents fit well to take as co-requisites.
3. Education PLOs
 - a) Education Department has three different sets of PLOS for its three programs. Department chair will review and bring back updates in January 2018.
4. Math PLOs to STEM
 - a) Developmental Education (Dev Ed) is ok regarding movement of Math PLOs to STEM. However, prefers to remain as Dev Ed since CMI101 is not an English course.
 - b) Dr. Nish raises question of does CMI101 belong to Dev Ed as it is a credit level course and also includes that we call CMI101 a program, but it’s a class. It is not a First Year Experience (FYE) course either and not entirely a General Education course, but it hanged under LA Department and now Dev Ed.
 - c) A CMI101 taskforce (Va, Mary, Jen, Elizabeth, Dr. Nish) will look into these matters and report back when CC reconvene next year.
5. ABE and Vocational
 - a) ABE Director has started working with departments to look into aligning and integrating its courses to Dev Ed and to Credit level courses. In addition, its fifth-level program needs to look into advanced curriculum and drilling for exam.

- b) As there is no curriculum at the ABE and Vocational Programs, instructors teach from textbooks. Department has never developed any curriculum and will need trainings, workshops and lots of support to be able to successfully integrate and align course outlines to Dev Ed and Credit level courses.
- c) Education Department can help with workshops as if students pass HISETs, they can enter into credit level.

Meeting adjourned at 12:00 P.M.

Future agenda items:

1. December 18, 2017 Draft Minutes
2. CC Procedures
3. Education Course Outlines
4. CMI101
5. ABE

Next meetings:

Regularly scheduled meetings are 1st and 3rd Mondays. Next meeting will be on Monday, January 22, 2018.

Respectfully submitted,

Meitaka Kendall-Lekka
Recording Secretary