

**Curriculum and Assessment Committee
Minutes – October 15, 2018 Meeting**

Date: October 15, 2018 (Monday), 11:10 A.M, in BOR Conference Room

Agenda:

1. October 08, 2018 Minutes
2. VCARP 050, 051, 060 changed credits from 3.0 to 1.5 (SIS issue) - DoAA
3. ENG 067, 086, 089, 096, 099 and SCI 130-230 changed course title (SIS issue) -DoAA
4. CC Carpentry Program Sheet – Carpentry Chair
5. GE Taskforce Updates? – Florence (Nursing), Hermon (Marshallese Studies), Meitaka (Business Studies), Rosie (Education), Gade (Developmental Education), Rosalinda (STeM), Matthew (LA).
6. Procedures Handbook Taskforce Update? – Rigi, Oyin, Gade, Hermon, Dr, Switaj
7. CC Assessment Report & RSA – CC Members
8. Others

Waisiki Baleikorocau	Dr. Pamela Perkins
Verenaisi Bavadra	Vasemaca Savu
Rosie Koro	Jennifer Seru
Hermon Lajar	Dr. Elizabeth Switaj
Meitaka Kendall-Lekka	Cheryl Vila
Rigieta Lord	Oyinade Ogunmokun
Gade Maitokana	Ikoung Pailuk - Student Rep

Agenda Item(s):

The meeting was called to order at **11:12 A.M.** in BOR Conference Room by new CC Chair, Jennifer Seru

1. Welcomed new student representative: Ikoung Pailuk
2. October 08, 2018 Minutes – Moved to approved with minor changes. Seconded. Passed.
3. VCARP 050, 051, 060 changed credits from 3.0 to 1.5 (SIS issue) – Tabled for next meeting.
ENG 067, 086, 089, 096, 099 changed course title (SIS issue) – Tabled for next meeting.
 - a) VCARP section offerings shows 3.0 credit, but course file is showing 1.5 hence chair need to update program sheet.
 - b) When updating a course and course number changes, course title must change as well in SIS
 - c) CC recommends that DoAA check with John and Cheryl about these SIS issues.
 - d) A special meeting was called on 10/29/18 to look at VCARP Courses and other SIS issues mentioned above.
4. CC Carpentry Program Sheet – ABE Director will notify Carpentry Chair.

5. General Education (GE) Taskforce – Updates
 - a) CC has tasked the CC Secretary to call a meeting for this taskforce consisting of: Florence Peter (Nursing), Hermon Lajar (Marshallese Studies), Meitaka K. Lekka (Business Studies), Rosie Koroi (Education), Gade Maitokana (Developmental Education), Rosalinda Sumaang (STeM), Matthew Hunt (LA).
6. Procedures Handbook – Tabled until after taskforce meet again.
7. CC Assessment Report & RSA – Updates
 - a) Motion to add Library Director as a voting member of CC. Seconded. Accepted.
 - b) Motion was table Assessment Report & RSA review to next special meeting. Seconded. Accepted.

Meeting adjourned at 12:02 P.M.

Future agenda items:

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7. CC Assessment Report & RSA – CC Members
8. Others

Next meetings:

Regularly scheduled meetings are 1st and 3rd Mondays. Next meetings will be on Monday, October 29th, 2018.

Respectfully submitted,

Meitaka Kendall-Lekka
Recording Secretary