

**Curriculum and Assessment Committee  
Minutes – November 30, 2018 Special Meeting**

Date: November 30, 2018 (Friday), 11:10 A.M, in BOR Conference Room

Agenda:

1. November 05, 2018 Minutes
2. November 19, 2018 Report
3. GE Taskforce Updates
  - VCARP 050, 051, 060 changed credits from 3.0 to 1.5
  - ENG 067, 086, 089, 096, 099, SCI 130-230, & EDU341 changed course title
6. Others

Verenaisi Bavadra (excused) Rosie Koroi Hermon Lajar Meitaka Kendall-Lekka Gade Maitokana (excused) Dr. Pamela Perkins	Florence Peter Vasemaca Savu Jennifer Seru Dr. Elizabeth Switaj (excused) Cheryl Vila (excused) Oyinade Ogunmokun
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**Agenda Item(s):**

The meeting was called to order at **11:14 A.M.** in BOR Conference Room by CC Chair, Jennifer Seru

1. November 05, 2018 Minutes – Moved to approved with minor changes. Seconded. Passed with 1 abstention.
  - a) Update attendance section
2. November 19, 2018 Minutes – Moved to approved with minor changes. Seconded. Passed with 2 abstention.
  - a) Update attendance section
  - b) Members unable to attend meetings must inform CC secretary with rationale in order to be formally excused. Members get 1 credit for their participation so clear attendance records are essential.
3. General Education (GE) Taskforce – Updates
  - a) Members met on Wednesday 11/28/18 and have produced an updated list of possible candidates for the GE Chair position. List was shared with CC for their input and further recommendations.
  - b) CC have the following recommendations:
    - Co-chairing as an option?
    - Add these names to list: Gade Maitokana and Michael Young
  - c) Taskforce will meet again next week to deliberate and to generate a final list and report back to CC via email before voting on final candidate(s).

4. Others:

- a) Last CC meeting will be on Monday, Dec 03, 2018. Please review agenda items below before meeting next week.

**Meeting adjourned at 11:43 A.M.**

**Future agenda items:**

1. November 30, 2018 Special Minutes
2. SIS Issues – DoAA
3. RSA
4. CC Assessment Report
5. Procedures Handbook Taskforce – Updates?
3. GE Taskforce Updates – update via email
4. Others

**Next meetings:**

Regularly scheduled meetings are 1<sup>st</sup> and 3<sup>rd</sup> Mondays. Next meeting will be on Monday, December 03, 2018.

Respectfully submitted,

Meitaka Kendall-Lekka  
Recording Secretary