

**Curriculum and Assessment Committee
Minutes – December 03, 2018 Meeting**

Date: December 03, 2018 (Monday), 11:10 A.M, in BOR Conference Room

Agenda:

1. November 30, 2019 Draft Minutes
2. GE Taskforce
3. SIS Issues
4. CC RSA
5. Others

Waisiki Baleikorocau	Dr. Pamela Perkins
Rosie Koroi	Florence Peter
Hermon Lajar	Vasemaca Savu
Meitaka Kendall-Lekka	Jennifer Seru
Rigieta Lord	Cheryl Vila
Gade Maitokana (Excused)	Oyinade Ogunmokun

Agenda Item(s):

The meeting was called to order at **11:10 A.M.** in BOR Conference Room by Jennifer Seru, chair.

1. November 30, 2018 Draft Minutes – Move to approve. Seconded. Passed with 1 abstention.
2. GE Taskforce – Updates
 - a) Will meet this to discuss and finalized GE Chair candidates.
3. SIS Issues – Updates
 - a) VCARP – 051/055/060 credits have been updated
 - b) ENG – 067/086/089 course titles have been changed
 - c) EDU 341 – same course in SIS, but different title for the two programs.
 - d) SCI230 – same issue wherein cannot change course code in SIS
 - e) Other related SIS issues – courses above have transcript issues due to changes/updates made in SIS. Will need to work with Monica & John on these to verify and Pinnacle need to help make necessary changes as well as check course outlines entered in SIS to fix problems
4. CC RSA – Updates
 - a) add/delete the following members: add registrar, add GE Chair, and delete Dean of Faculty.
 - b) Share RSA & Assessment Report for online voting.

Meeting adjourned at 12:00 P.M.

Future agenda items:

1. December 03, 2018 Minutes
2. CC RSA
3. Education Department Certification Changes & other course outline updates (9 items)
4. Actions for CC to consider
5. Others

Next meetings:

Regularly scheduled meetings are 1st and 3rd Mondays. Next meeting will be on Monday, February 04, 2019.

Respectfully submitted,

Meitaka Kendall-Lekka
Recording Secretary