

# 2014 Institutional Program Review



American Samoa  
Community College

P.O. Box 2609  
Pago Pago, AS 96799

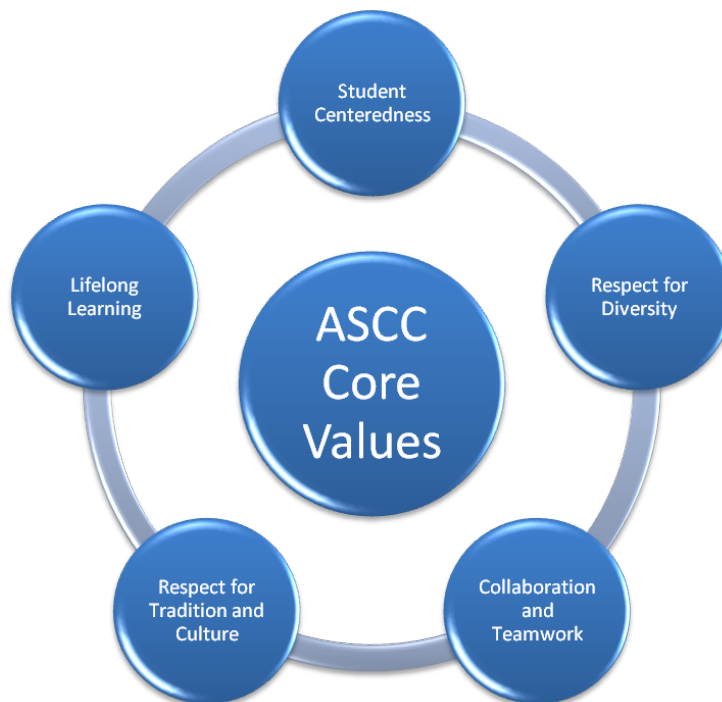


**Mission:**

The mission of the American Samoa Community College is to foster successful student learning by providing educational programs and high quality services that will enable students to achieve their educational goals and to contribute to the social, cultural, political, economic, technological, and environmental well-being of American Samoa.

To fulfill this mission, the College, as an open admission United States accredited Land Grant institution, provides access to associate degree and certificate programs of study. These programs prepare all students including those who are educationally underserved, challenged, or non-traditional for:

- Transfer to institutions of higher learning
- Successful entry into the workforce
- Research and extension in human and natural resources
- Awareness of Samoa and the Pacific





## Participating Divisions



AMERICAN SAMOA COMMUNITY COLLEGE

April 8, 2014

May this document serve as a reference for ASCC Internal Review purposes for all Institutional Divisions/Programs. The provided signatures below indicates that the respective Supervisor, Dean, or Director received his/her Divisional Survey Analysis compiled by the Office of Institutional Effectiveness.

 _____ <b>Dean and Director of Community &amp; Natural Resources:</b> Tapa'au Dr. Dan Aga		 _____ <b>Dean of Academic Affairs:</b> Mrs. Letupu Moananu	4/8/14
 _____ <b>Dean of Student Services:</b> Dr. Emilia Le'i	4/7/14	 _____ <b>Dean of Trades &amp; Technologies:</b> Mr. Michael Leau	
 _____ <b>Chief Financial Officer:</b> Mrs. Emey Silafau-Toa	4/8/14	 _____ <b>Director of Institutional Effectiveness:</b> Mr. Sonny Leoniti	4/8/14
 _____ <b>Chief Information Officer (MIS):</b> Ms. Grace Tulafono	4/8/14	 _____ <b>Director of ASCC Research Foundation:</b> Mrs. Matasina Willis	
 _____ <b>Director of Samoan Studies Institute:</b> Mrs. Okenaisa Favolo	04/07/14	 _____ <b>Director of TED/ASBEP:</b> Dr. Lina Galea'i-Scanlan	4/9/14
 _____ <b>Director of Admissions, Records &amp; Financial Aid:</b> Mrs. Sifagatogo Tuitasi	4/8/14	 _____ <b>Director of HRO:</b> Mrs. Sereima Asifoa	4/8/2014
 _____ <b>Director of AELEL:</b> Mr. Fale Tauvela	4/28/14	 _____ <b>Director of Learning Resource Center:</b> Mr. Elvis Zodiacal	4/20/14
 _____ <b>Director of Small Business Development Center:</b> Dr. Herbert Thweatt		 _____ <b>Director of UCEDD:</b> Ms. Tafaimamao Tupuola	
 _____ <b>Director of Physical Facilities &amp; Maintenance:</b> Mr. Loligi Seumanutafa	4/08/2014	 _____ <b>Director of Student Support Services:</b> Ms. Annie Panama	

AMERICAN SAMOA COMMUNITY COLLEGE

Office of Institutional Effectiveness  
P.O. Box 2609 - Pago Pago - AS - 96799  
(684) 699-7634



## Institutional Program Review

### 1) Current Relationship to ASCC

		Percent age	Respon ses
Faculty		22.4	47
Adjunct Faculty		0.0	0
Administrative/Prof essional		10.5	22
Staff		64.3	135
Other		2.9	6
		<b>Total responses:</b>	<b>210</b>

### 2) Please select the appropriate Division you are in:

		Percentage	Responses
Academic Affairs		9.6	20
Student Services		5.3	11
Trades and Technologies		2.4	5
Teacher Ed/ ASBEP		4.3	9
Samoan Studies Institute		3.8	8
CAPP		1.4	3
Institutional Effectiveness		1.9	4
Finance		7.2	15
Human Resource Office		1.9	4
Management Information System		5.3	11
Physical Facilities Management		12.4	26
Admissions/Registration/ Financial Aid		2.9	6
Community and Natural Resources		18.2	38
Student Support Services		1.0	2
AELEL		2.9	6
Small Business Development Center		1.9	4
UCEDD		1.0	2
Other		16.7	35
		<b>Total responses:</b>	<b>209</b>

### 3) For each of the following statements, please indicate which answer most closely expresses your view of the institution at the current time.

WASC Standard 1: Defining Institutional Purposes and Ensuring



Educational Outcomes.

	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Responses</b>	<b>Average Score</b>
1. ASCC has clearly stated purposes (e.g. Mission Statement, Strategic Plan, etc.) defining its values.	<b>116</b> (55.24%)	76 (36.19%)	17 (8.10%)	1 (0.48%)	0 (0.00%)	210	1.54 / 5 (30.80%)
2. ASCC has measurable educational outcomes consistent with its purpose (e.g. learning outcomes for majors and General Education).	87 (41.43%)	<b>93</b> (44.29%)	29 (13.81%)	1 (0.48%)	0 (0.00%)	210	1.73 / 5 (34.60%)
3. ASCC has an effective Leadership System.	65 (30.95%)	<b>84</b> (40.00%)	49 (23.33%)	9 (4.29%)	3 (1.43%)	210	2.05 / 5 (41.00%)
4. ASCC is committed to Academic Freedom.	69 (32.86%)	<b>99</b> (47.14%)	34 (16.19%)	7 (3.33%)	1 (0.48%)	210	1.91 / 5 (38.20%)
5. ASCC demonstrates appropriate responses to the increasing diversity in the community.	63 (30.00%)	<b>96</b> (45.71%)	40 (19.05%)	9 (4.29%)	2 (0.95%)	210	2.00 / 5 (40.00%)
6. ASCC has education as its primary purpose and operates with appropriate autonomy without influence from political, religious, or other entities.	75 (35.71%)	<b>84</b> (40.00%)	35 (16.67%)	13 (6.19%)	3 (1.43%)	210	1.98 / 5 (39.60%)
7. ASCC truthfully represents its programs, services, and grievance procedures.	65 (30.95%)	<b>93</b> (44.29%)	44 (20.95%)	7 (3.33%)	1 (0.48%)	210	1.98 / 5 (39.60%)
8. ASCC evaluates the implementation of governance and operating procedures.	59 (28.10%)	<b>93</b> (44.29%)	48 (22.86%)	8 (3.81%)	2 (0.95%)	210	2.05 / 5 (41.00%)
							<b>1.91 / 5</b> <b>(38.10%)</b>

4) WASC Standard 2: Achieving Educational Objectives through core functions, such as teaching and learning, scholarship and creative activity, and support for student learning

	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Responses</b>	<b>Average Score</b>
9. ASCC academic programs have appropriate content, and standards with sufficient number of qualified faculty	66 (31.43%)	<b>99</b> (47.14%)	35 (16.67%)	8 (3.81%)	2 (0.95%)	210	1.96 / 5 (39.20%)
10. All ASCC degrees have clearly defined admissions and graduation	80 (38.10%)	<b>96</b> (45.71%)	33 (15.71%)	1 (0.48%)	0 (0.00%)	210	1.79 / 5 (35.80%)



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requirements.		%)	%)	%)	)	)	)
11. All ASCC degrees have measurable outcomes	70 (33.33%)	<b>96</b> <b>(45.71%)</b>	41 (19.52%)	2 (0.95%)	1 (0.48%)	210	1.90 / 5 (38.00%)
12. ASCC provides a general education program that develops measurable outcomes.	80 (38.10%)	<b>98</b> <b>(46.67%)</b>	31 (14.76%)	1 (0.48%)	0 (0.00%)	210	1.78 / 5 (35.60%)
13. Major programs at ASCC prepare students for a career and a fulfilling life.	65 (30.95%)	<b>111</b> <b>(52.86%)</b>	31 (14.76%)	3 (1.43%)	0 (0.00%)	210	1.87 / 5 (37.40%)
14. ASCC expectations of learning outcomes are clearly reflected in its support areas, such as admissions, advising, library, and technology resources.	67 (31.90%)	<b>98</b> <b>(46.67%)</b>	36 (17.14%)	7 (3.33%)	2 (0.95%)	210	1.95 / 5 (39.00%)
15. ASCC faculty takes collective responsibility for developing and sharing learning outcomes.	61 (29.05%)	<b>108</b> <b>(51.43%)</b>	36 (17.14%)	5 (2.38%)	0 (0.00%)	210	1.93 / 5 (38.60%)
16. ASCC academic programs provide students ongoing feedback about their performance.	55 (26.19%)	<b>111</b> <b>(52.86%)</b>	40 (19.05%)	3 (1.43%)	1 (0.48%)	210	1.97 / 5 (39.40%)
17. ASCC academic programs are regularly reviewed.	61 (29.05%)	<b>92</b> <b>(43.81%)</b>	52 (24.76%)	4 (1.90%)	1 (0.48%)	210	2.01 / 5 (40.20%)
18. ASCC actively values and disseminates innovation and creative activity.	51 (24.29%)	<b>106</b> <b>(50.48%)</b>	46 (21.90%)	6 (2.86%)	1 (0.48%)	210	2.05 / 5 (41.00%)
19. ASCC promotes appropriate linkages among teaching, student learning, and service.	58 (27.62%)	<b>106</b> <b>(50.48%)</b>	40 (19.05%)	4 (1.90%)	2 (0.95%)	210	1.98 / 5 (39.60%)
20. ASCC regularly examines the needs of its students and makes improvement to the learning environment.	60 (28.57%)	<b>94</b> <b>(44.76%)</b>	44 (20.95%)	10 (4.76%)	2 (0.95%)	210	2.05 / 5 (41.00%)
21. ASCC has co-curricular programs integrated with its academic goals and programs that support student professional and personal growth.	51 (24.29%)	<b>114</b> <b>(54.29%)</b>	40 (19.05%)	4 (1.90%)	1 (0.48%)	210	2.00 / 5 (40.00%)
22. ASCC provides all students timely and useful advising about academic requirements.	51 (24.29%)	<b>103</b> <b>(49.05%)</b>	47 (22.38%)	8 (3.81%)	1 (0.48%)	210	2.07 / 5 (41.40%)
23. ASCC provides student support services, such as financial aid, advising, career counseling, library, and information services designed to meet the need of ASCC's diverse students.	66 (31.43%)	<b>103</b> <b>(49.05%)</b>	35 (16.67%)	5 (2.38%)	1 (0.48%)	210	1.91 / 5 (38.20%)
24. ASCC adequately provides for the needs of transfer students.	53 (25.24%)	<b>97</b> <b>(46.19%)</b>	50 (23.81%)	8 (3.81%)	2 (0.95%)	210	2.09 / 5 (41.80%)
							<b>1.96 / 5</b> <b>(39.14%)</b>



5) WASC Standard 3: Developing and Applying Resources and organizational Structures to Ensure Sustainability

	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Responses</b>	<b>Average Score</b>
25. ASCC employs a sufficient number of diverse and qualified faculty to conduct its programs.	50 (23.81%)	<b>115</b> <b>(54.76%)</b>	37 (17.62%)	7 (3.33%)	1 (0.48%)	210	2.02 / 5 (40.40%)
26. ASCC employs a sufficient number of diverse and qualified staff to support its programs.	49 (23.33%)	<b>111</b> <b>(52.86%)</b>	40 (19.05%)	8 (3.81%)	2 (0.95%)	210	2.06 / 5 (41.20%)
27. ASCC practices concerning faculty and staff are appropriate for recruitment, workload, incentives, and evaluation.	43 (20.48%)	<b>110</b> <b>(52.38%)</b>	41 (19.52%)	14 (6.67%)	2 (0.95%)	210	2.15 / 5 (43.00%)
28. ASCC provides faculty development activities to improve teaching and learning consistent with its purpose and educational outcomes.	46 (21.90%)	<b>99</b> <b>(47.14%)</b>	55 (26.19%)	8 (3.81%)	2 (0.95%)	210	2.15 / 5 (43.00%)
29. ASCC's financial resources provide sufficient support for its educational programs.	42 (20.00%)	<b>95</b> <b>(45.24%)</b>	54 (25.71%)	15 (7.14%)	4 (1.90%)	210	2.26 / 5 (45.20%)
30. ASCC's physical resources provide sufficient support for its educational programs.	48 (22.86%)	<b>101</b> <b>(48.10%)</b>	47 (22.38%)	11 (5.24%)	3 (1.43%)	210	2.14 / 5 (42.80%)
31. ASCC provides access to sufficient and appropriate information and technology resources to support learning.	53 (25.24%)	<b>102</b> <b>(48.57%)</b>	40 (19.05%)	12 (5.71%)	3 (1.43%)	210	2.10 / 5 (42.00%)
							<b>2.13 / 5</b> <b>(42.51%)</b>

6) WASC Standard 4: Creating an Organization Committed to Learning and Improvement.

	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Responses</b>	<b>Average Score</b>
32. ASCC's organizational structure and decision-making processes are clear and consistent with ASCC's purposes.	53 (25.24%)	<b>110</b> <b>(52.38%)</b>	42 (20.00%)	3 (1.43%)	2 (0.95%)	210	2.00 / 5 (40.00%)
33. ASCC has an independent Board that exercises appropriate authority over ASCC's vision and mission.	56 (26.67%)	<b>99</b> <b>(47.14%)</b>	44 (20.95%)	8 (3.81%)	3 (1.43%)	210	2.06 / 5 (41.20%)
34. ASCC administration provides	50	<b>104</b>	43	11	2	210	2.10 / 5



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effective leadership and management at all levels of the college.	(23.81 %)	<b>(49.52 %)</b>	(20.48 %)	(5.24% )	(0.95% )		(42.00% )
35. ASCC's faculty exercises effective academic leadership to ensure academic quality and maintain ASCC's educational purposes and character.	56 (26.67 %)	<b>113 (53.81 %)</b>	34 (16.19 %)	6 (2.86% )	1 (0.48% )	210	1.97 / 5 (39.40% )
36. ASCC periodically assesses and reviews the effectiveness of the academic and co-curricular programs.	60 (28.57 %)	<b>105 (50.00 %)</b>	43 (20.48 %)	1 (0.48% )	1 (0.48% )	210	1.94 / 5 (38.80% )
37. In order to match the strategic objectives and priorities set by the college, ASCC's planning process defines and aligns its resources with its priorities.	51 (24.29 %)	<b>106 (50.48 %)</b>	49 (23.33 %)	4 (1.90% )	0 (0.00% )	210	2.03 / 5 (40.60% )
38. ASCC's planning processes and assessment data include evidence of educational outcomes.	49 (23.33 %)	<b>113 (53.81 %)</b>	41 (19.52 %)	7 (3.33% )	0 (0.00% )	210	2.03 / 5 (40.60% )
39. ASCC has appropriate and effective quality assurance procedures based on assessment of institutional effectiveness.	50 (23.81 %)	<b>102 (48.57 %)</b>	51 (24.29 %)	3 (1.43% )	4 (1.90% )	210	2.09 / 5 (41.80% )
41. ASCC's institutional research is sufficient and effective to meet ASCC's purposes and educational outcomes.	49 (23.33 %)	<b>115 (54.76 %)</b>	40 (19.05 %)	6 (2.86% )	0 (0.00% )	210	2.01 / 5 (40.20% )
42. ASCC has clear, well-established policies and practices for gathering and analyzing information that lead to a culture of evidence and improvement.	52 (24.76 %)	<b>103 (49.05 %)</b>	45 (21.43 %)	7 (3.33% )	3 (1.43% )	210	2.08 / 5 (41.60% )
43. ASCC's faculty engage in ongoing practices of teaching and learning using the results to improve the curriculum and teaching methodology.	52 (24.76 %)	<b>111 (52.86 %)</b>	41 (19.52 %)	5 (2.38% )	1 (0.48% )	210	2.01 / 5 (40.20% )
44. ASCC involves alumni employers and others in assessing the effectiveness of its educational programs.	38 (18.10 %)	<b>95 (45.24 %)</b>	57 (27.14 %)	16 (7.62% )	4 (1.90% )	210	2.30 / 5 (46.00% )
							<b>2.05 / 5 (41.03 %)</b>