Divisional Assessment SPR 2014
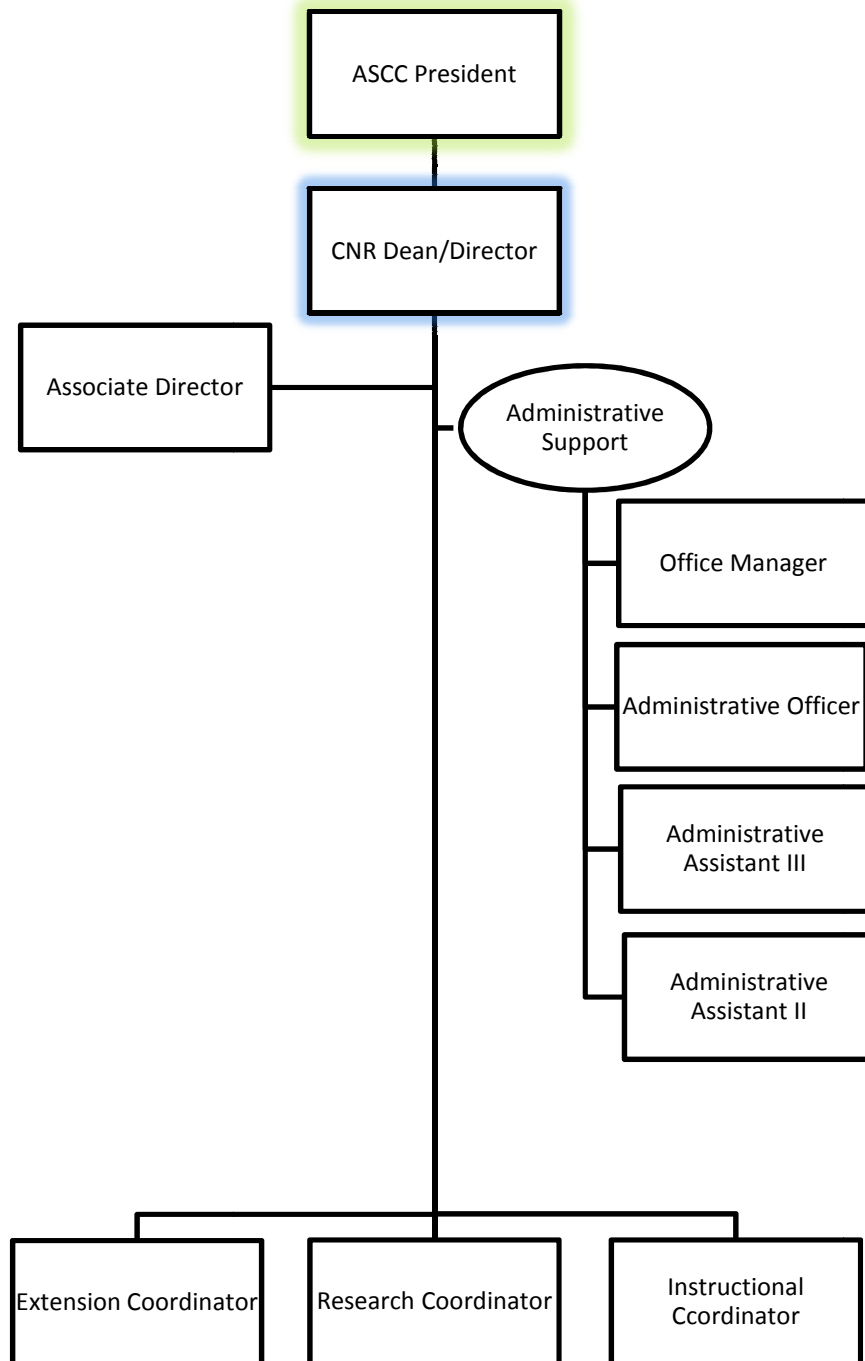
Community and Natural Resources

Community and Natural Resources
Mission

To provide the people of American Samoa appropriate science based and timely information and services in the areas of Community and Natural Resources. We treat our clients, students and colleagues with respect and empower them to be equal partners in their own success. Our words and actions show an appreciation for diversity and exemplify the finest of the Fa'a-Samoa.

CNR Administration

Dean/Director	Tapaau Dr. Dan Aga
Associate Director	Aufa'i Areta

CNR Organizational Chart

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                    ┌─────────────────┐
                    │  ASCC President │
                    └────────┬────────┘
                             │
                    ┌────────┴────────┐
                    │ CNR Dean/Director│
                    └────────┬────────┘
                             │
   ┌──────────────────┐      │      ┌──────────────────┐
   │ Associate Director├──────┼──────│ Administrative   │
   └──────────────────┘      │      │    Support        │
                             │      └─────────┬────────┘
                             │                │
                             │      ┌─────────┴────────┐
                             │      │  Office Manager  │
                             │      └──────────────────┘
                             │      ┌──────────────────┐
                             │      │Administrative Officer│
                             │      └──────────────────┘
                             │      ┌──────────────────┐
                             │      │ Administrative   │
                             │      │  Assistant III   │
                             │      └──────────────────┘
                             │      ┌──────────────────┐
                             │      │ Administrative   │
                             │      │  Assistant II    │
                             │      └──────────────────┘
                             │
        ┌────────────────────┼────────────────────┐
┌───────┴───────┐   ┌────────┴────────┐   ┌────────┴────────┐
│   Extension   │   │    Research     │   │  Instructional  │
│  Coordinator  │   │   Coordinator   │   │   Ccordinator   │
└───────────────┘   └─────────────────┘   └─────────────────┘
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1. DEPARTMENT/PROGRAM /DIVISION DATA

1) **Status of participants in this division that completed survey:**

Faculty (50%) Staff (33.33%) Administrator (16.67%)
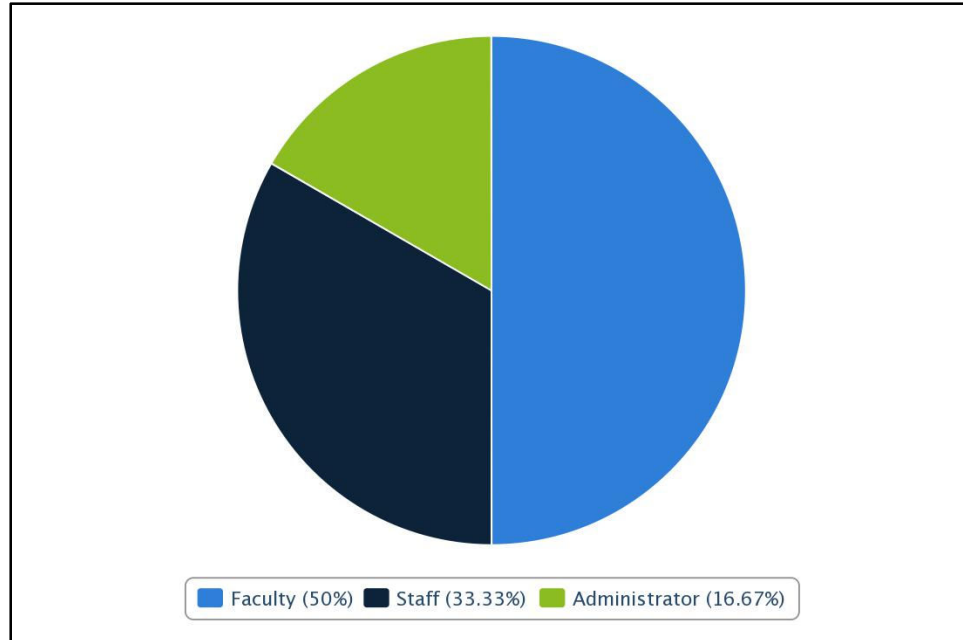
2) **Please type in the purpose or mission statement for this Dept/Prog/Div:**

- ASCC Land Grant Program's Research Division Mission Statement: "To acquire research-based knowledge that will enable people to make informed and educated decisions about their lives."
- To provide the people of American Samoa appropriate science-based and timely information and services in the areas of community and natural resources. We treat our clients, students, and colleagues with respect and empower them to equal partners in their own success. Our words and actions show an appreciation for diversity and exemplify the finest of the Fa'aSamoa.
- To provide the people of American Samoa appropriate science based and timely information and services in the areas of Community & Natural Resources. We treat our clients,students and colleagues with respect and empower them to be equal partners in their own success. Our words and actions show an appreciation for diversity and exemplify the finest of the fa'aSamoa.
- Provide educational services in general agriculture, agribusiness, family & consumer science & natural resources. The department strives to provide a solid environmental function that will enable students to succeed in their academic & career goals.
- Which are you asking for. For the Dept or program. The mission of the ASCC Land Grant Program is to acquire research-based knowledge in and out of formal classroom learning, in order to enable people to make informed and educated decisions about their lives.

3) **List the outcomes for your Dept/Prog/Div:**

- 1. Strive to effectively provide quality and relevant Research Programs to the community.
  2.Strive to effectively provide quality and relevant Extension Programs to the community.
  3.Strive to effectively provide quality Instructional Program to the community.
- Describe different careers in Agriculture, community & natural resources Explain importance of agriculture, community & Natural resources to the Samoan culture & environment of American Samoa. Utilize tools & technology of degree program Demonstrate college level written to oral communication skills.
- Too many to list, refer to my Sea Grant Annual Plan of Work and Progress Report for the Aquaculture Program outcome. Refer to the CNR Annual Report for their outcomes.

4) **Explain how your mission and outcomes support the institution's mission:**

- Our mission and outcomes support the institution's mission in the areas of academic (student learning), workforce development, Fa'aSamoa, and community service through programs and services in Instruction, Research, and Extension.
- Our mission & outcome is align directly with ASCC's mission & long-range goals. Our programs prepare students for transfer to institutions of higher learning (4year) for successful entry into the workplace.
- By: adding experiential learning experiences; providing research and extension services in natural resources; providing courses that are fully articulated with UH; and by providing skills to students that allow for successful entry into the workforce

2. PERSONNEL DATA

Is the number of personnel adequate to support your Dept/Prog/Div?

Yes (50%) ■ No (50%)
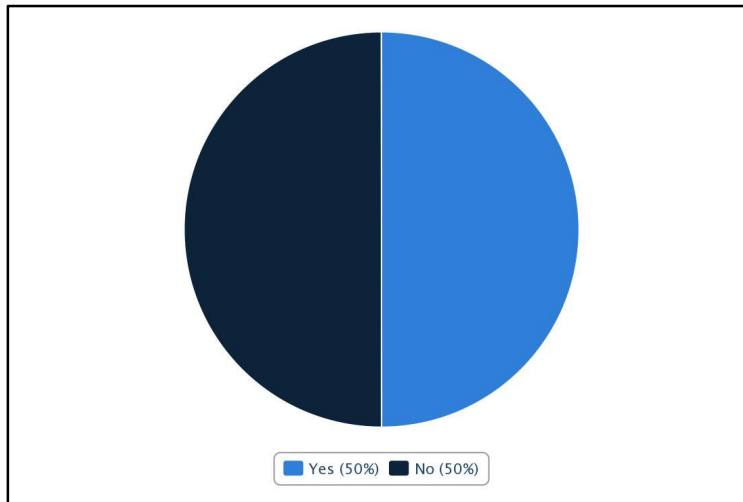
If "no", please explain:

- Need more professional staff.
- The aquaculture program lacks any maintenance personnel, which means the two staff in this program must take time away from other responsibilities to clean and maintain the office, bathroom, and general facilities.

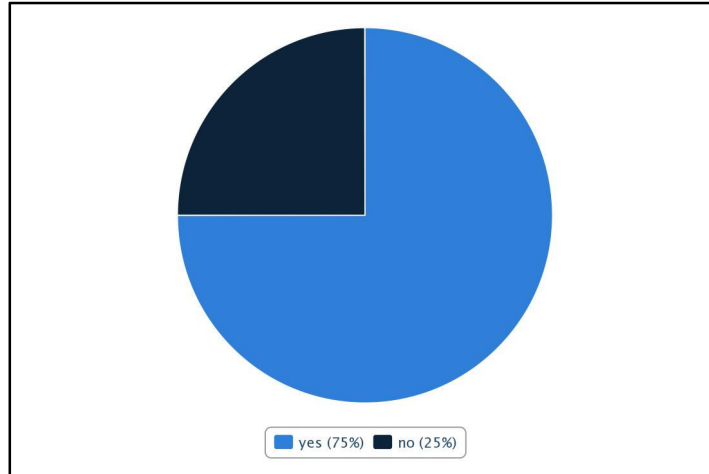**Do personnel possess all specialized skills or credentials required to support the Dept/Prog/Div?**

yes (100%) ■ no (0%)
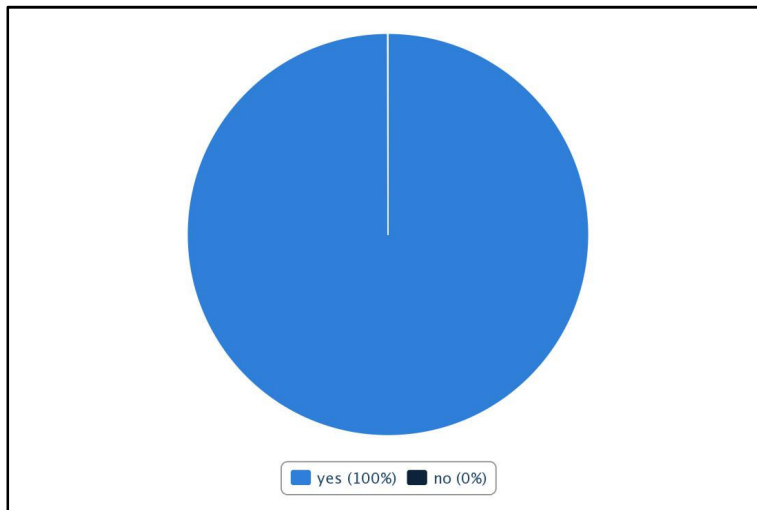
If "no", please explain:

No answers

Are all proper documentation (degrees, certificates, etc.) on file continuously updated?

yes (75%)   no (25%)

If "no", please explain:
- I am not aware of any documentation that is required to be on file, and thus cannot answer this question accurately.

Are all personnel in this Dept/Prog/Div? careful in protecting the security, confidentiality and integrity of student information according to FERPA?

yes (100%)   no (0%)
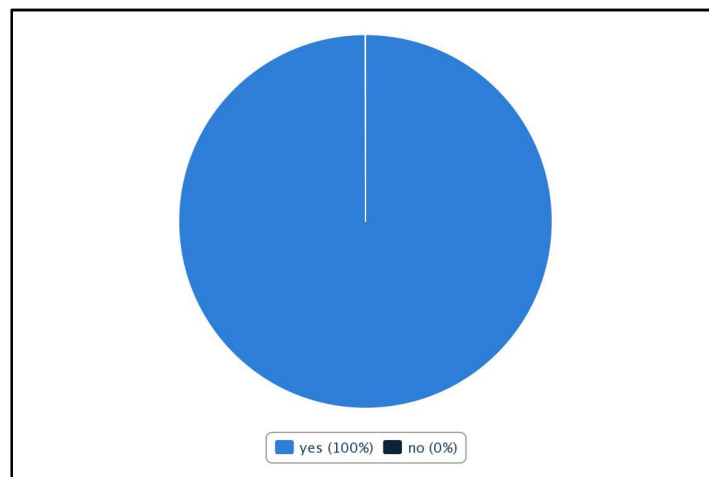
3. FACULTY ROSTER

Are you a Full time or Part time employee?

yes (100%) ■ no (0%)
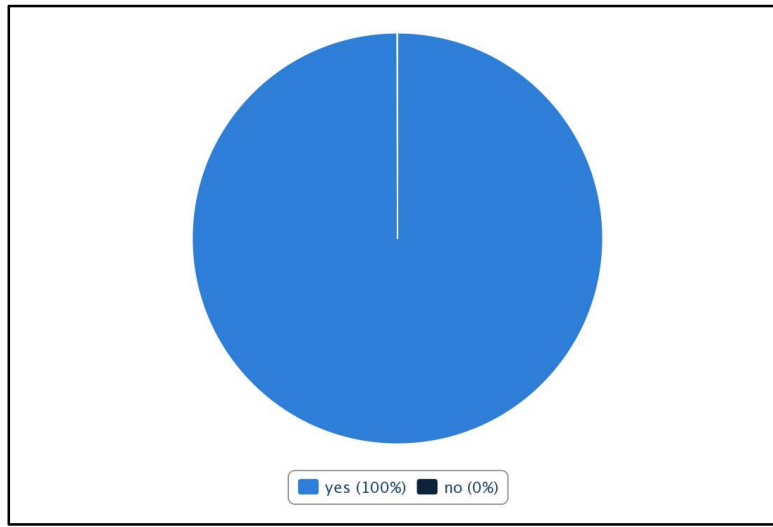
Number of Courses you teach:

Summarized Comments:

- NA =2 comments
- 2 courses = 1 comment

Degrees, Coursework and other publications:

- BS Biology/Chemistry (BYU-Hawaii) MBBS (Fiji School of Medicine) MS Tropical Plant and Soil Science (UH-Manoa)
- Master in Agriculture Extension Education Bachelor in Agricultural Sciences and Management
- Refer to my annual report and CV

Other qualifications not listed in previous question:
- Refer to my annual report and CV

List involvement in college/instructional/community activities (i.e club sponsorships, committees, boards, organizations, etc.)
- Member of CNR Scholarship Committee and Source Evaluation Board.
- I was the LSAMP coordinator last year, have been the club sponsor for the Marine Science Club, and am currently on the LSAMP committee.

4. STAFF DEVELOPMENT

Does the evidence exist to show that faculty/staff in this Dept/Prog/Div have involved themselves in in-service training and other professional development?

yes (75%) no (25%)
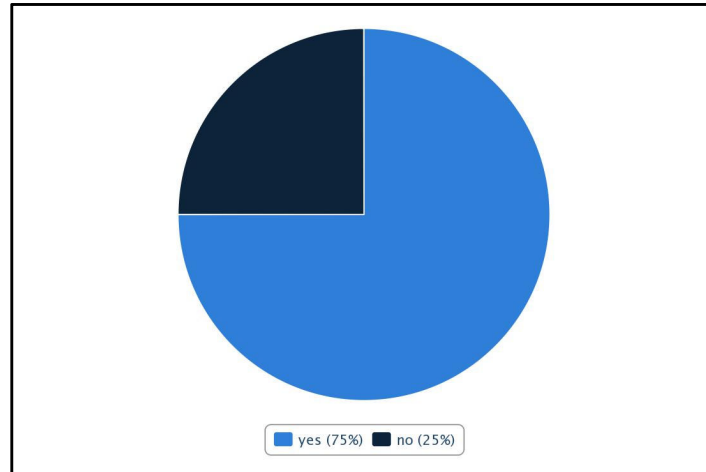
If "no", please explain:

- I am not aware of any professional development opportunities in Aquaculture or Marine Science offered by the ASCC.

**Are there any unmet needs for professional development among personnel in this Dept/Prog/Div?**

yes (100%) no (0%)
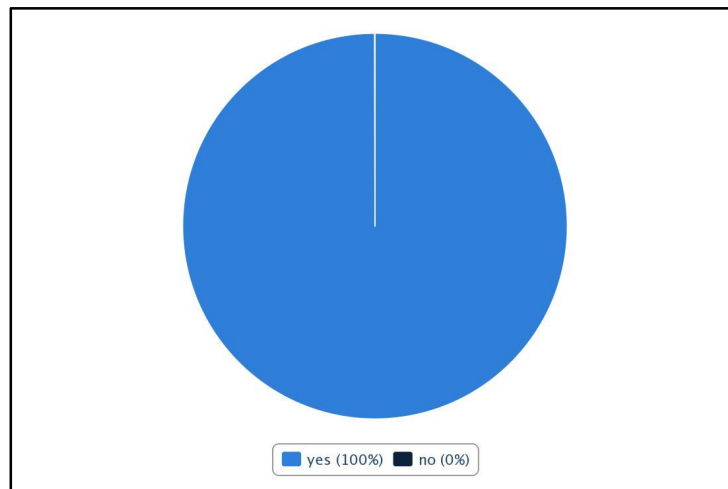
If "yes", please explain:

- Need opportunities/funding to pursue advanced/graduate degrees
- Continuing education towards a bachelors for many of the CNR staff is needed. Professional development opportunities in marine science and aquaculture are needed for marine science faculty.

Are faculty/staff evaluated on an annual basis by the immediate supervisor (i.e.: Director, Dean, Vice President)?

yes (75%) ■ no (25%)
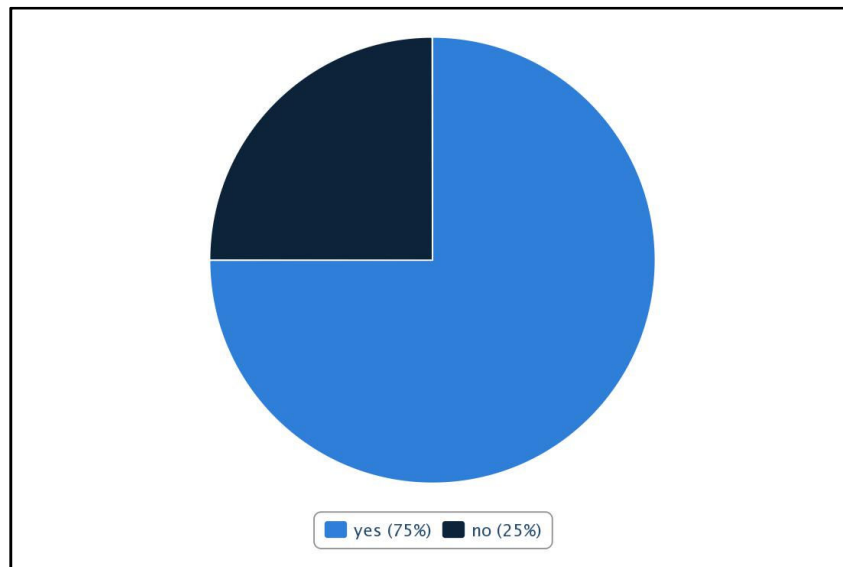
5. FACILITIES, EQUIPMENT and BUDGET

Briefly describe the facilities occupied by this Dept/Prog/Div (i.e., classrooms, offices, labs, etc.)

- ASCC-CNR Research offices and Labs.
- Laboratories, offices, greenhouses, wellness center, aquaculture center,
- CNR Land Grant Instructional offices (2) fruits for life greenhouse student computer lab conference room and training room
- The Aquaculture Program uses the Center for Sustainable Integrated Agriculture and Aquaculture (CSIAA) building for office space and demonstration systems housing. Classroom A1 is currently used to teach MSC220, Intro to Fisheries Management.

Are all facilities adequate to support the mission of your Dept/Prog/Div?

Are all facilities adequate to support the mission of your...

yes (33.33%)   no (66.67%)
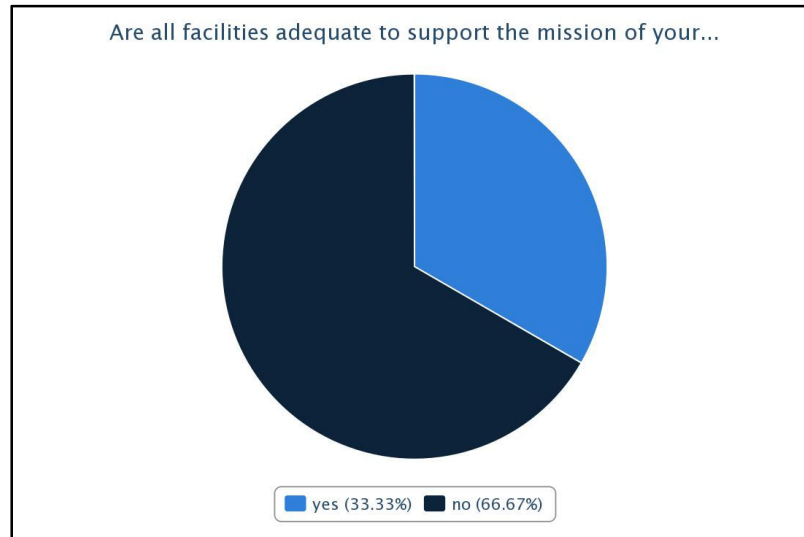
If "no", please explain:

- Need for Horticulture Lab and Greenhouse.
- Need classrooms
- Classroom A1 is very small, has a terrible echo, and lacks a smart board or projector and has no internet access. The Aquaculture program lacks a dedicated vehicle, which makes extension work challenging.

Briefly describe current equipment used by this Dept/Prog/Div and indicate whether it is adequate or inadequate.

- Equipment required for Horticulture Research is not available due to Business Office/Procurement payment delays.
- Computer systems, laptops, IPods Projectors, Screen Smartboards ALL ADEQUATE
- There is substantial equipment used at the CSIAA, which is bought and maintained by the UH Sea Grant program. The equipment is adequate other than the lack of a vehicle.

Are additional facilities or equipment required to support this Dept/Prog/Div?

yes (66.67%)   no (33.33%)
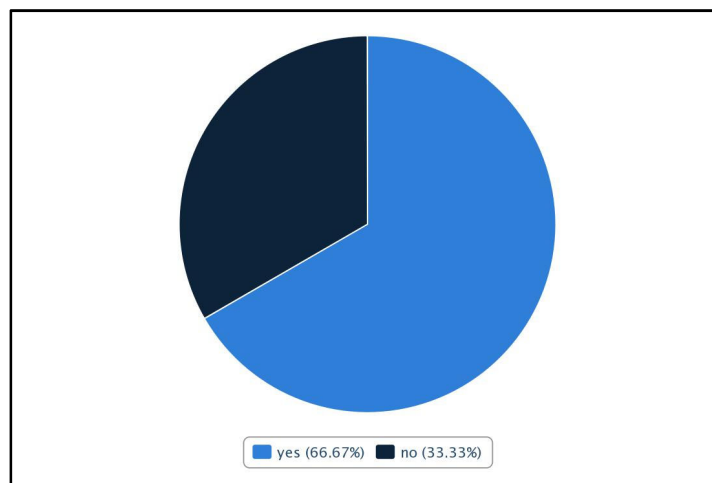
If so, please list and explain:

- Equipment required for Horticulture Research is not available due to Business Office/Procurement payment delays. Grant has been approved, purchase requests made but payment delayed for 1 year now.
- Ready access to a vehicle for site visits and picking up materials for repairs and building systems.
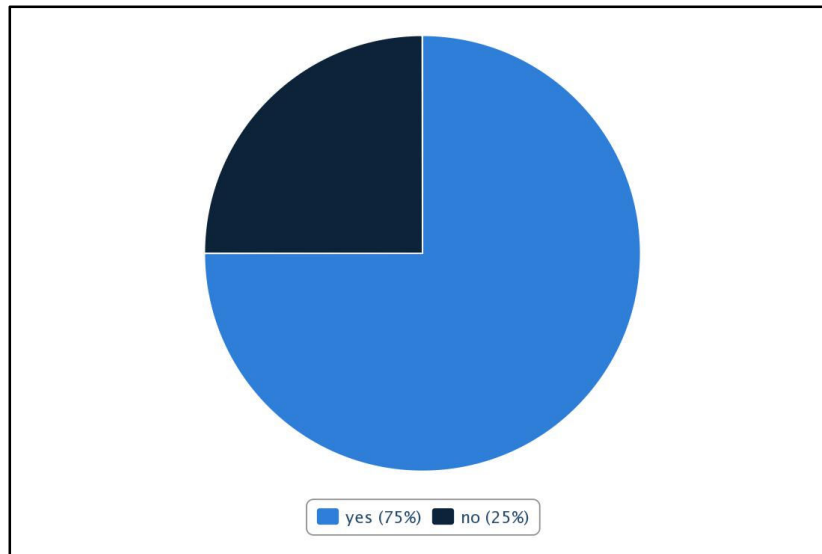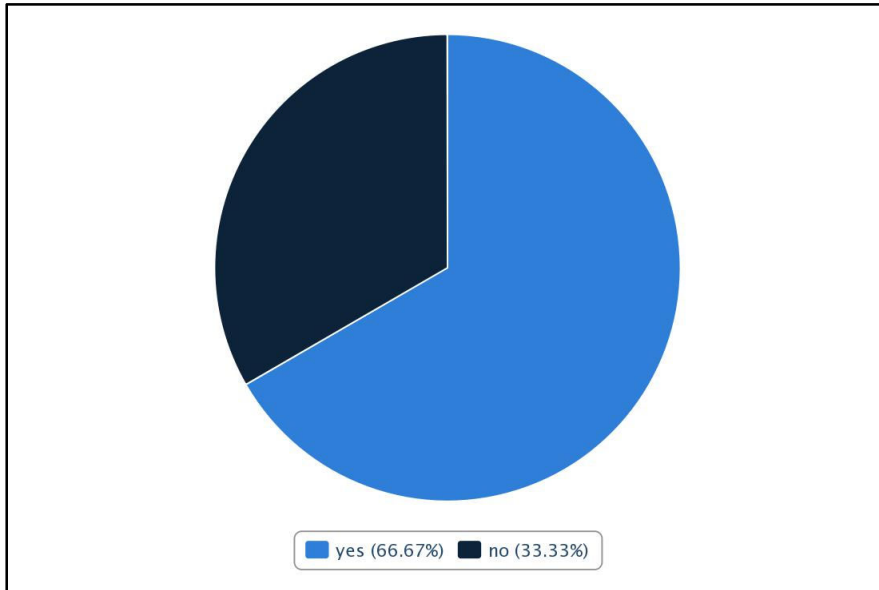
Does the institution operate and maintain physical facilities that are adequate to serve the needs of this Dept/Prog/Div?

yes (75%)　no (25%)
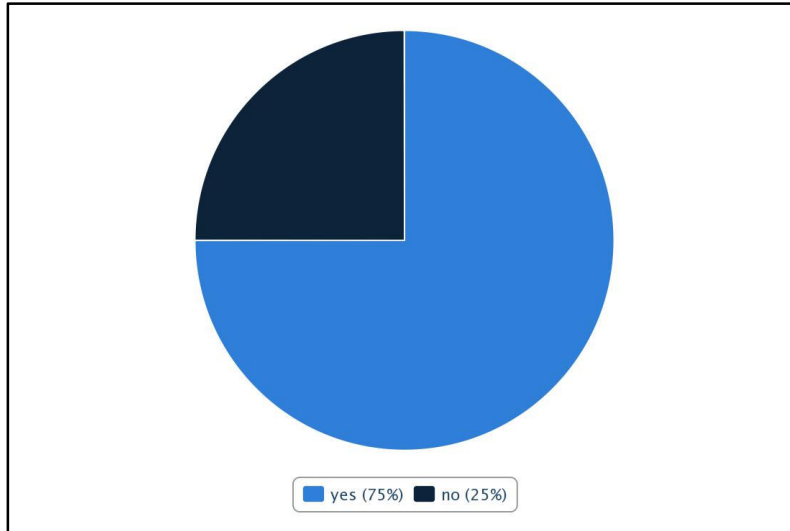
Does the institution take reasonable steps to provide a healthy, safe, and secure environment for this Dept/Prog/Div?

yes (75%)　no (25%)

Are the physical facilities accessible to persons with disabilities?


yes (66.67%) no (33.33%)

If "no", please describe below what is needed to make your area accessible.

- I am not an ADHA specialist and am not qualified to answer this, but at a minimum there should be a ramp for wheelchairs and the bathroom would need to be renovated.
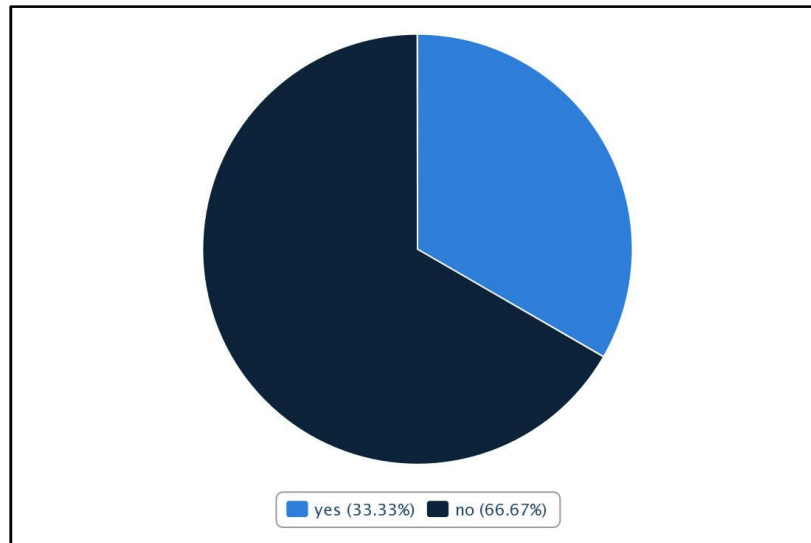
Is there equipment used by this Dept/Prog/Div similar to that used in the workplace or at a higher level institution?

yes (100%) no (0%)
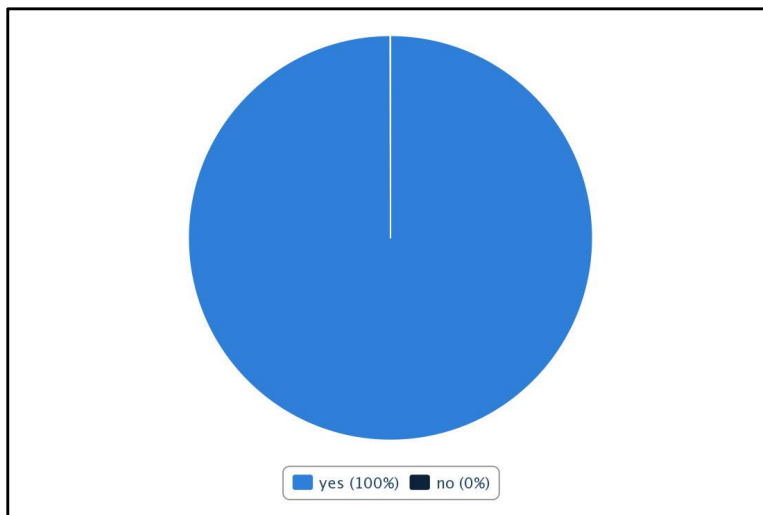
Is the budget information available to this Dept/Prog/Div?

yes (66.67%) no (33.33%)
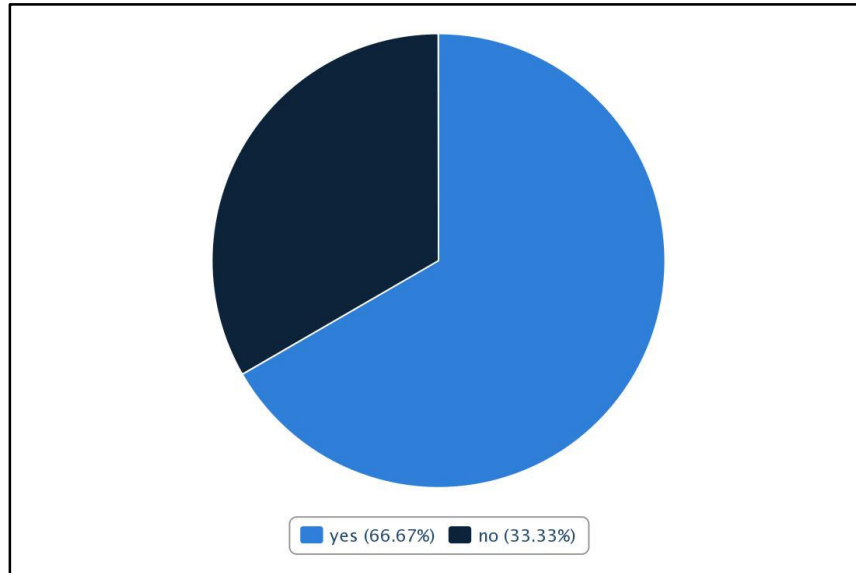
Is adequate financial support available to meet the needs of this Dept/Prog/Div?

yes (33.33%) no (66.67%)

If "no", please explain:

- Need more instructional, local funds to help support faculty salary, re-classification
- The Aquaculture program makes almost all of it's purchases though the UH Sea Grant College Program.

6. TECHNOLOGY and LIBRARY

Are Web enhancements and other technology used to improve student learning and services (i.e. Compliance Assist, Datatel, Moodle, Webmail, Smart Board Applications etc.)?

yes (66.67%) no (33.33%)
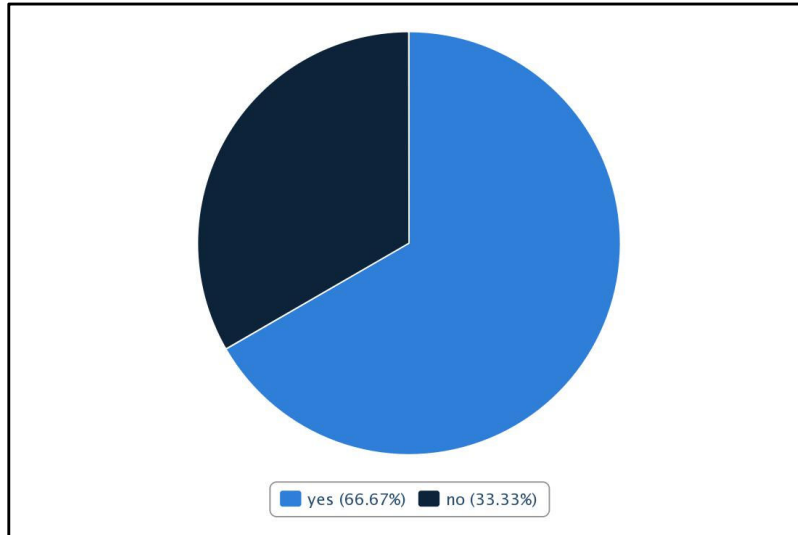
If "yes", please list or if "no", please explain:

- Student computer lab, Smart Board Applications
- Distance education smartboard technical support through CNR staff
- Webmail is only for faculty, and doesn't work well off campus. I do not have a smartboard in the room I teach in. There is no internet in the room I teach in, making the other technologies listed here useless.

Is the library available and accessible to students (day, evening, online) at their time of need?
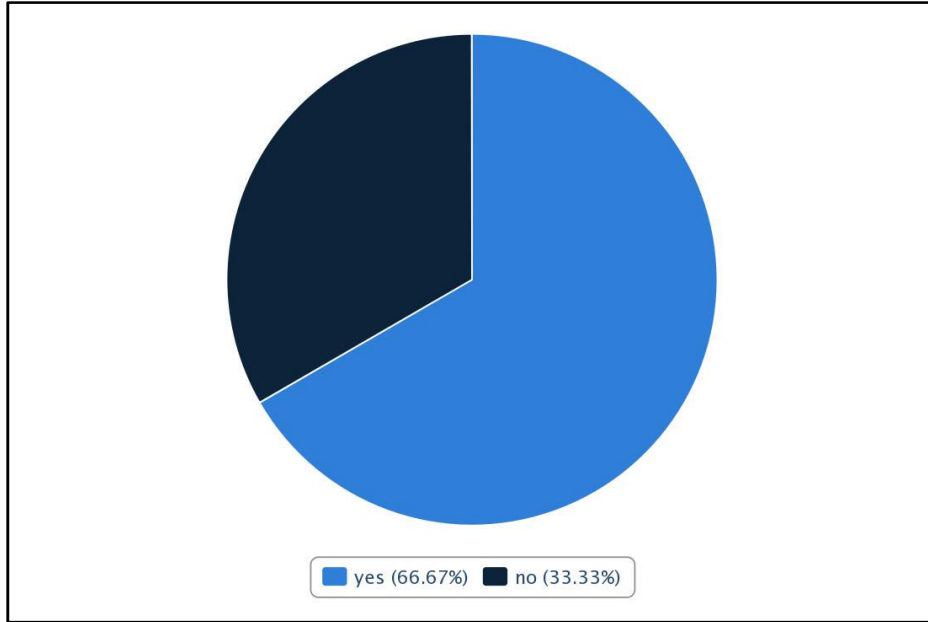

yes (50%)   no (50%)   N/A (0%)
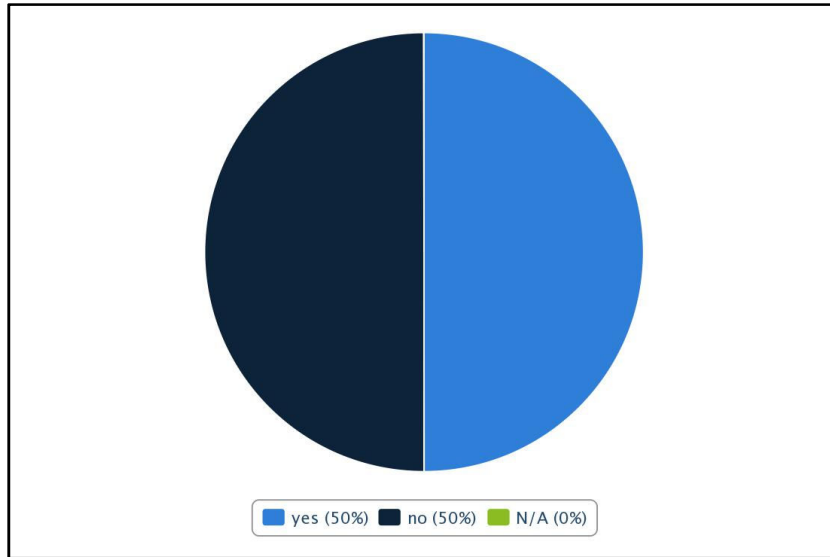
If "no", please explain:

- Not open in the evening. Need more computers with internet access and we need antivirus installed on all of them.

6. EVALUATION AND IMPROVEMENT

Is there evidence that the effectiveness of instruction and services are periodically evaluated?

yes (66.67%)   no (33.33%)

Are research-based evaluation processes (e.g., surveys, interviews, analysis of data) used for assessing this Dept/Prog/Div?

yes (66.67%)   no (33.33%)
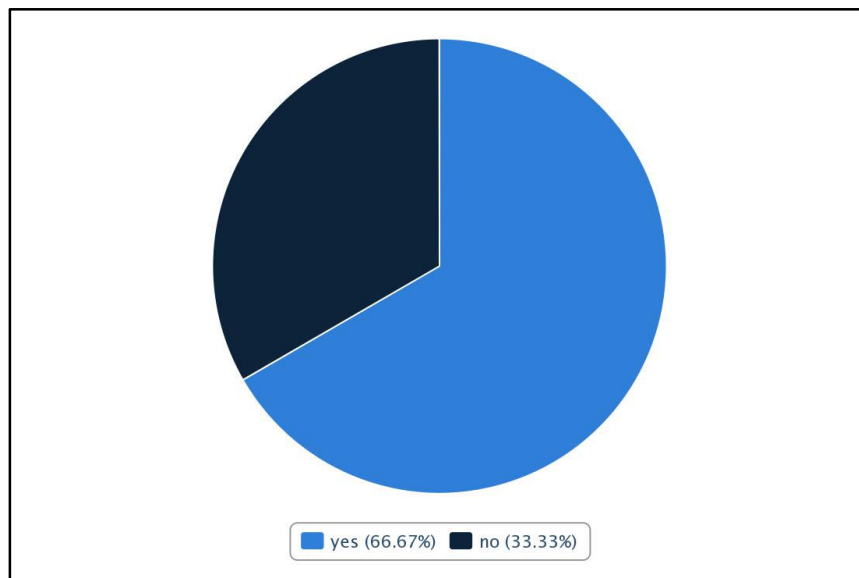
Listed below are Institutional Surveys, Instruments, Data, and other processes for evaluating Dept/Prog/Div effectiveness. Please indicate which instruments are frequently used for evaluating effectiveness of this Dept/Prog/Div.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Responses	Weighted Average
Annual Reports	0 (0.00%)	0 (0.00%)	0 (0.00%)	2 (66.67%)	1 (33.33%)	3	4.33 / 5
Quarterly Reports	0 (0.00%)	0 (0.00%)	0 (0.00%)	3 (100.00%)	0 (0.00%)	3	4.00 / 5
Bi-Weekly Reports	0 (0.00%)	0 (0.00%)	1 (33.33%)	2 (66.67%)	0 (0.00%)	3	3.67 / 5
Student Learning Outcome Reports	0 (0.00%)	0 (0.00%)	0 (0.00%)	3 (100.00%)	0 (0.00%)	3	4.00 / 5
Institutional Strategic Plan	0 (0.00%)	1 (33.33%)	0 (0.00%)	2 (66.67%)	0 (0.00%)	3	3.33 / 5
Performance Evaluation	0 (0.00%)	1 (33.33%)	0 (0.00%)	2 (66.67%)	0 (0.00%)	3	3.33 / 5
Institutional Program Review	0 (0.00%)	1 (33.33%)	1 (33.33%)	1 (33.33%)	0 (0.00%)	3	3.00 / 5
Course Evaluation	0 (0.00%)	0 (0.00%)	2 (66.67%)	1 (33.33%)	0 (0.00%)	3	3.33 / 5
Student Satisfaction Survey	0 (0.00%)	0 (0.00%)	2 (66.67%)	1 (33.33%)	0 (0.00%)	3	3.33 / 5
Fact Sheets/ Books	0 (0.00%)	0 (0.00%)	1 (33.33%)	2 (66.67%)	0 (0.00%)	3	3.67 / 5
							3.60 / 5

Does the use of evaluation processes result in continuous improvement in this (Dept/Prog/Div)?

yes (33.33%)   no (66.67%)
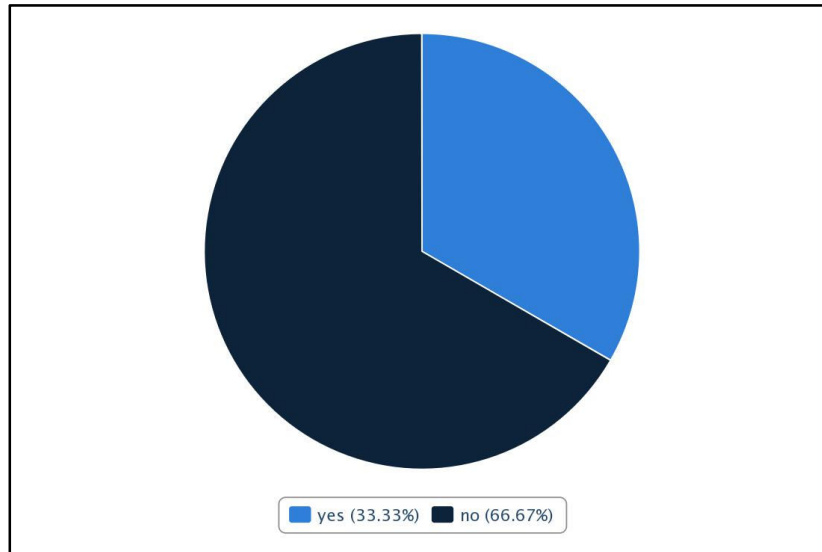
If yes, describe some recent improvements that have come about in response to needs identified through these evaluation processes.

- faculty professional development We now have three full-time faculty in our department

Does this Dept/Prog/Div identify expected outcomes; assess whether it achieves these outcomes; and provide evidence of improvement based analysis of those results?

yes (100%)   no (0%)
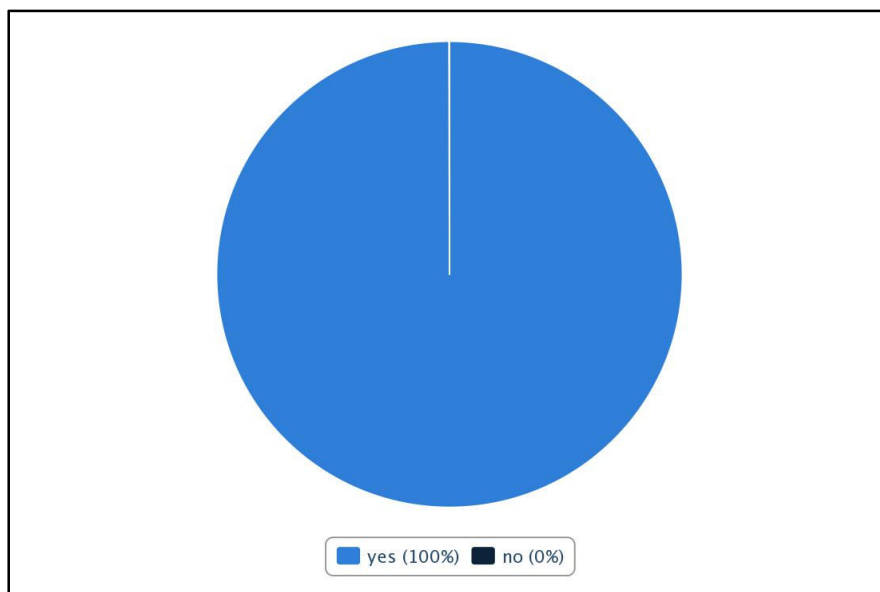
What steps are taken when an outcome is not achieved?

- Evaluation and strengthen efforts to achieve expected goals
- Don't know.

Provide an overview of significant results, honors, awards and milestones achieved, as well as enhancements made to this Dept/Prog/Div over the past three years.

- 1.Continued program funding from USDA 2. Increased number of ASCC graduates in the Agriculture major 3. Opening of the Wellness Center 4. Staff development opportunities 5. Number of clients served 6, Development of new cultivars/varieties 7. Additional research and extension projects 8. OThers
- 3 full-time instructors teaching an average of 13 courses (including labs) per semesters Adequate classroom space to hold classes Addition of fruits for life greenhouse- used as a living laboratory for CNR students.
- The Aquaculture program founded the CSIAA, which is open to farmers who can come and make fish feed using our machines for free and only need to bring flour and oil. The CSIAA maintains four different aquaculture and aquaponics systems for demonstration purposes. Specially formulated fish feed for tilapia was developed and is available locally. Introduction to Aquaculture (MSC200) and introduction to Fisheries Management (MSC220) are taught annually and are articulated with UH.