

ASCC Program Review: VP of Administrative Services

Please indicate your status.

	Faculty	Staff	Administrator	Standard Deviation	Responses
All Data	0 (0%)	1 (100%)	0 (0%)	0.47	1

3. List the outcomes for your Dept/Prog/Div: (Lisi mai Matāti'a Ausia (Vaega poo Tikeri) mo lau matagaluega/polokalama/Vaega:)

Text Responses

Multipurpose Center
Design Phase for the Trades and Auto Shop

4. Explain how your mission and outcomes support the institution's mission: (Faamatala le sootaga ma le lagolagoina o la tou manulauti ma matati'a ausia o le Manulauti a le Kolisi)

Text Responses

Provide sound and safe campus and facilities to support the Institution's mission

1a. Does the prog/dept/div conduct/undergo a periodic evaluation on the effectiveness of instruction and services? (E faatino ni suesuega faavaitau a le matagaluega/polokalama/vaega e iloilo ai le aogā o aoaoga ma tautua?)

	Yes (loe)	No (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

1b. Please explain: (Fa'amolemole fa'amatala)

2. How does your dept/prog/div support student learning and achievement? (E faapefea ona lagolago e le tou matagaluega/polokalama/vaega aoaoga ma tulaga ausia a tagata aoga?)

Text Responses

Provide new buildings or office space and safety for the staff and students.

3. Check the following used for evaluating the effectiveness of the dept/prog/div: Please explain how each is used. (Togi ripoti na faaogā i le iloiloga o le aogā o la outou vaega. Faamolemole faamatala pe faapefea ona faaoga ia ripoti taitasi.)

	Yes	No	Please explain:	Standard Deviation	Responses	Weighted Average
Annual Reports (Ripoti faaletausaga: Ioe pe Leai, Faamolemole faamatala.)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Quarterly Reports (Ripoti faalekuata. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Bi-weekly Reports (Ripoti tai lua vaiaso. Ioe pe Leai, Faamolemole faamatala).	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Student Learning Outcomes (Agavaa Ausia Tagata Aoga. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Institutional Strategic Plan (Fuafuaga Faataatia Kolisi. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Performance Evaluation (Iloiloga o Galuega Faatino. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Program Review (Iloiloga o Polokalama. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Course Evaluation (Suesuega o Mataupu. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Student Satisfaction Survey (Suesuega Lotomalie Tagata Aoga. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Fact Sheets (Pepa o Faamatalaga Moni. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	1 (100%)	0 (0%)	0.47	1	2 / 2
Other Evidence (Nisi faamaumauga. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	0 (0%)	0 (0%)	0	0	0 / 2
						2 / 2

1a. Have evaluation processes resulted in recent/continuous improvements? Please explain (Na mafai ona fa'aauau faaleleiga ona o faaiuga mai iloiloga?)

	yes (joe)	no (leai)	don't know (leiloga)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

1b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

The 2015-2020 plan indicate the need for the Multipurpose Center (MPC)

2. What outcomes did these improvement help achieve? Please explain: (O a ni matāti'a na mafai e nei faaleleiga ona 'ausia? Faamolemole faamatala)

Text Responses

Constructing of the MPC.

3a. Where there any recommendations from the previous Divisional Assessment (2014) that were not completed/acted on in the past year? (Na iai ni fautuga mai le Suesuega a le Vaega e le'i mafai ona faia i le tausaga talu ai?)

	yes (joe)	no (leai)	don't know (le iloa)	Standard Deviation	Responses
All Data	0 (0%)	0 (0%)	1 (100%)	0.47	1

3b.Please explain: (Fa'amolemole fa'amatala)

4. List significant achievements made to this Dept/Prog/Div over this past year: (Lisi mai ni matāti'a na ausia e le polokalama/matagaluega/vaega i le tausaga talu ai?)

Text Responses

ARRA renovation, Constructing of the Multipurpose Center

1a. Does your dept/prog/div recognize and implement feedback from faculty and staff in decision making for continuous improvement to the institution? (E amanaia ma faaoga e tou matagaluega/polokalama/vaega manatu tuuina mai e faiaoga ma tagata faigaluega i faaiuga fai mo le fa'aauau o le faaleleia o le Kolisi?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

1b. Please explain: (Fa'amolemole fa'amatala)

2a. Are Dept/Prog/Div SOPs and decisions regularly communicated to staff/faculty? (E masani ona logo atu i tagata faigaluega/faiaoga faaiuga ma faagasologa (SOP) a le Vaega/Matagaluega/polokalama?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

2b. Please explain: (Fa'amolemole fa'amatala)

3a. Are the decisions systematically documented and archived? (E faasolosolo lelei le faamauina ma le teuina o faaiuga?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	0 (0%)	0 (0%)	1 (100%)	0.47	1

3b. Please explain: (Fa'amolemole fa'amatala)

1a. Is the Number of personnel adequate to support your Dept/Prog/Div? (O fetai le fuainumera o tagata faigaluega mo le lagolagoina o lau matagaluega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	0 (0%)	1 (100%)	0 (0%)	0.47	1

1b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

We are developing a PD for an administrative assistant/safety technician to be implemented before the fiscal year is over.

2a. Do personnel possess all specialized skills or credentials required to support the Dept/Prog/Div? (Ua iai i tagata faigaluega agavaa poo tomai tau aoga o loo manaomia i le lagolagoina o le polokalama? loe pe Leai pe Ou te le iloa.)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

2b. Please explain: (Fa'amolemole fa'amatala)

3a. Are all proper documentation (degrees, certificates, etc.,) on file and continuously updated? (O atoatoa faamaumauga (tikeri, tipiloma...) i faila ma faaauau faaopoopoga?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	0 (0%)	0 (0%)	1 (100%)	0.47	1

3b. please explain: (Fa'amolemole fa'amatala)

4a. Are all personnel in this Dept/Prog/Div careful in protecting the security, confidentiality and integrity of student information according to FERPA? (O faaeteete tagata faigaluega i leni vaega i le malu puipuia o faamatalaga uma e tusa ma tulafono a le Kolisi, Faigamalo faalotoifale, feterale?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

4b. Please explain: (Fa'amolemole fa'amatala)

5. Does your dept/prog/div effectively use its personnel to achieve its mission? (O faaoga tatau e lau matagaluega/polokalama/vaega au tagata faigaluega ina ia 'ausia ai lana manulauti?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

5b. Please explain how it can improve: (Faamolemole faamalamalama mai i lalo pe faapefea ona faaleleia.)

Are you a full time or Part Time employee?

	Full Time	Part Time	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0.5	1

Number of Courses you teach:

Text Responses

n/a

Degrees, Coursework, and or Publications

Text Responses

n/a

Other Qualifications not listed in previous question:

Text Responses

n/a

List involvement in college/instruction/community activivites (i.e club sponsorships, committees, boards, organizations, etc.)

1a. Have faculty/staff in the dept/prog/div involved themselves in in-service training and other professional development? (Na auai le aufaigaluega o le matagaluega/polokalama/vaega i ni aoaoga 'a 'o galulue ma isi aoaoga 'auā le alualu i luma?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

1b. If "yes", please list evidence: (Afai e "loe" faamatala mai pine faamau o iai.)

Text Responses

Safety Festival that was conducted under the leadership of OSHA

2a. Are there any unmet needs for professional development among personnel in this Dept/Prog/Div? (O iai ni manaoga tau aoaoga e le'i faia mo le aufaigaluega a lau matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	0 (0%)	1 (100%)	0 (0%)	0.47	1

2b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

n/a

3a. Are faculty/staff evaluated on an annual basis by the immediate Supervisor (i.e. Director, Dean, Vice-President, Chairperson)? (O iloilo galuega faatino faaletausaga mo faiaoga/tagata faigaluega e le Ta'ita'i (e pei o Taitaifono, Faatonu, Matua o le saofaiga, Sui-Peresitene.)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

3b. Please explain:

Text Responses

Each staff is evaluated every 12 months depending on your pd.

4a. Are evaluations consistent and completed in a timely manner as documented in ASCC policies? (O mulumulita'i iloiloga o galuega faatino e tusa ma tulafono a le Kolisi Tuufaatasi?)

	yes (joe)	no (leai)	don't know (leiloa)	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	1

4b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

Yes, this is usually a month early or a month delay.

1. Briefly describe the facilities occupied by your Dept/Prog/Div (ie. classrooms, offices, labs, etc.,)? (Otooto mai se faamatalaga o ituaiga fale/potu o faaaoga e lau matagaluega/polokalama/vaega. (e iai potu aoga, ofisa, potu su'esu'e ma isi)

Text Responses

The Office of Special Projects is currently using a 16'x20' building between the science department and the east wing to the cafeteria side. Three 4'x6' white tables, one two drawer cabinet, one four drawer cabinet. toshiba laptop, one printer with a copier function.

- 2a. Are all facilities adequate to support the mission of your Dept/Prog/Div? (O talafeagai fale/potu aua le lagolagoina o le manulauti a lau matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

- 2b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

This is good for now, but i recommend to look into another space maybe in the next couple of years.

- 3a. Does the institution operate and maintain physical facilities that are adequate to serve the needs of this dept/prog/div? (O faaaoga ma tausi e le aoga ni fale/potu e talafeagai e tautuaina le mana'oga o le matagaluega/polokalama/vaega. Ioe pe Leai poo le Ou te lē iloa)

	yes (joe)	no (leai)	don't know (leiloa)	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	1

- 3b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

The physical facility management division is looking after all facilities and the well being of the ASCC campus

4a. Does the institution take reasonable steps to provide a healthy, safe, and secure environment for this dept/prog/div? (O faia e le kolisi ni gaoioiga mo se siosiomaga maloloina, saogalemu ma malupuipua mo lenei matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

4b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

As a new safety compliance officer, we are working closely together with the PFM department to address all the safety issues not only in facilities, but the ASCC campus as a whole. There is a 24/7 security services on campus, Identification for all students and staff, dress code and other safety measures. the newly ramp for ADA requirement west of the science building that connects the upper campus to the mid campus.

5a. Are the physical facilities accessible to persons with disabilities? (O faigofie ona faaoga potu/fale e tagata o iai manaoga faapitoa?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

5b. If no, please describe below what is needed to make your area accessible: (faamolemole faamatala mai i lalo atu mea e moomia e faafaigofie ai ona faaoga)

Text Responses

I would say that the campus is well access by our disable community. There are still areas that needs to upgrade.

6a. Are additional facilities required to support the Dept/Prog/Div? (O iai ni fale /potu faaopoopo o moomia e lagolago ai le matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

6b. If so, please list and explain: (Afai o lea, faamolemole lisi i lalo ma faamalamalama mai)

Text Responses

The approved of the design phase of the Technology and Auto Shop, Samoa Institute, is a sign that there will be more classroom needed for other programs

1. Briefly describe current equipment used by your dept/prog/div and indicate whether it is adequate or inadequate: (Ootoo mai meafaigaluega o loo faaoga i le taimi nei e lau matagaluega/polokalama/vaega ma faailoa mai poo talafeagai pe leai:)

Text Responses

In the mean time, Office of special projects is utilizing equipments from TTD, and IE divisions, such as dumpy level, engineer survey transit, network printers, plotter for blue prints, and ipad.

2a. Are additional equipment required to support the dept/prog/div? (O moomia nisi meafaigaluega e lagolago ai le matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

2b. If so, please list and explain: (Afai o lea, faamolemole lisi mai ma faamalamalama.)

Text Responses

With the approval of a design phase for the new auto shop and the samoa instution, we could request to purchase our own plotter, dumpy level, engineers survey, and other technical equipments to support new construction projects, and safety for the entire campus.

3a. Does the div/dept/prog account for its equipment through regular inventory? (O mataitū lelei e le matagaluega/polokalama/vaega ana meafaigaluega, e ala i ana suega oloa faavaitau?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

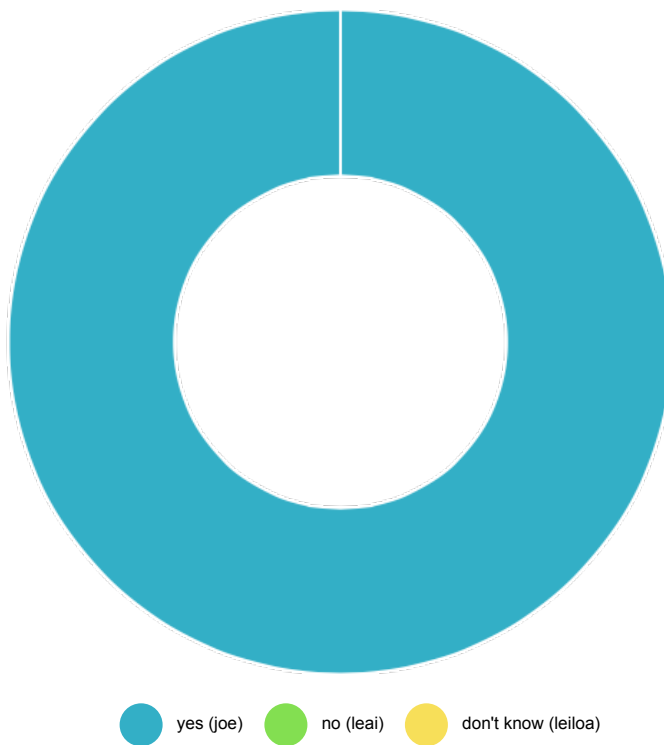
3b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

Only a very few equipments for now.

4a. Does the div/dept/prog account for preventive maintenance of its equipment? (O nofo tapena le matagaluega/polokalama/vaega aua le puipuiga ma le faaleleia o ana meafaigaluega. Ioe pe Leai pe Ou te lē Iloa. Faamolemole faamalamalama mai.)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1



4b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

MIS could be contacted regarding technology and electronic problems. PFM also has a process for all the maintenance of its facilities. Procurement office just recently hired an AC contractor to take care of its AC.

5a. Is the equipment used by this dept/prog/div similar to that used in the workplace or at a higher level institution? (O tai tutusa meafaigaluega a le matagaluega/polokalama/vaega ma mea e faaaoga i falefaigaluega poo isi kolisi ma iunivesite?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

5b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

The equipments am using now is top of line that any contractor will have to use or own for these types of construction work.

6a. Is there a need to update/upgrade equipment for improvement of services? (O moomia ona siitia le tulaga o meafaigaluega mo le faaleleia o auunaga?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

6b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

Software is needed to update to meet the new release architectural and project management programs for new construction.

1a. Is the budget information available to this Dept/Prog/Div? (O tatala le avanoa e maua ai ni faamaumauga o le Tala o le Tupe e ta'ita'i o matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

1b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

Finance is department is very transparent on the budget for the MPC

2a. Are faculty/staff involved in div/dept/prog annual budget planning? (O 'auai faiaoga/'au faigaluega i le fuafuaina o le tala i le tupe faaletausaga a le matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

2b. Please explain: Fa'amolemole fa'amatala)

Text Responses

Yes, i sat in one of the meetings for budget.

3a. Does the dept/prog/div provide guidance on budget processes, analysis, and preparation? (O ofo atu e le matagaluega/polokalama/vaega ni ta'iala o le faagaoioiga o tala o tupe, iloiloga ma sauniga?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

3b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

Am not sure with the local projects, but all federal projects has guidelines that the originator of the grants shall furnish to the finance department for all compliance purpose

4a. Is adequate financial support available to meet the needs of this Dept/Prog/Div? (O lava le lagolago tau tupe o faaavanoa atu mo matagaluega/polokalama/vaega?)

	yes (ioe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	0 (0%)	1 (100%)	0 (0%)	0.47	1

4b. Please explain: (Fa'molemole fa'amatala)

Text Responses

The Multipurpose Center (MPC) project when was originally design was not a green building, but now we are at gold. we are exploring other option to seek financial support to complete the project if needed.

5a. Does the dept/prog/div effectively use its current financial resources to achieve its mission? (O faaaogā tatau e le matagaluega/polokalama/vaega ana alaga'oa tau tupe e ausia ai lana manulauti?)

	yes (ioe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

5b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

The MPC project,

6a. Does the dept/prog/div have any budget priorities to implement for continuous improvement to achieve its mission? (O iai ni faamuamua tau tala o le tupe a le matagaluega/polokalama/vaega o fia faatino mo le alualu pea i luma, ina ia ausia ai lana manulauti?)

	yes (ioe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

6b. Please explain: (Fa'amolemole fa'amatala)

1a. Is technology used to improve student learning and services? (O faaoga le tekonolosi e faaleleia ai aoaoga ma tautua mo tagata aooga ?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

1b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

There are more than three or four computer labs, and the whole campus is wifi. Most classrooms has smart boards,

2. Check the following technologies sufficient to perform your duties:

	Available/Accessible (Avanoa/Faigofie ona maua)	Appropriate (Talafeagai)	Current (Tekonolosi o le taimi nei)	Standard Deviation	Responses	Weighted Average
ASCC Online Systems (Moodle, Compliance Assist, Colleague, Webmail, Website etc.) (Sisitema a le Kolisi Tuufaatasi (polokalama e fai ai vasega)	1 (100%)	0 (0%)	0 (0%)	0.47	1	1 / 3
Software (Microsoft Office, SPSS, CAD, Autodesk, etc..) (Poloklama tau komepiuta)	1 (100%)	0 (0%)	0 (0%)	0.47	1	1 / 3
Internet Connectivity (speed, etc.) (Fesootaiga tau initaneti)	1 (100%)	0 (0%)	0 (0%)	0.47	1	1 / 3
						1 / 3

Other technologies used:(Ma isi tekonolosi faaoga)

1. Are the following student support services available and accessible to students when needed?
 (O tatala avanoa ma faigofie ona maua auauunaga nei e tagata aooga pe a mana'omia?)

	Computer Labs (Potu Komepiuta)	Counseling (All types of Counseling) (Faufautua (Soo se Ituaiga)	Financial Assistance (ex. Financial Aid, Work-Study, Scholarship, Deferred Payment Plans) (Fesoasoani Tau Tupe (ftg Fesoasoani Tau Tupe mai le Malo Tele, Polokalama Galue ma Aoga, Sikolasipi, Fuafuaga tau Pili Totogi Tolopō)	Library (Faletusi)	Academic Tutoring (Fesoasoani i meaaoga)	Academic Advising (ex. Online Information, Faculty Availability) (Faufautua i mataupu tau'ave (ftg. Faamatalaga i le Upega, avanoa of aiaoga)	Campus Life (ex. Security, Extra Curricular, etc.) (Olaga Faakolisi: (ftg. Malu o le Kolisi, Mataupu/faatinoga faaopoopo ma isi)	Admissions and Records (Application, Transcripts, etc.) (Ofisa Faaulufale ma Faamaumauga (Tusi talosaga, Faamaumauga aloaia o togi maua ma isi)	Responses
All Data	1 (100%)	1 (100%)	1 (100%)	1 (100%)	1 (100%)	1 (100%)	1 (100%)	1 (100%)	1



Computer Labs (Potu Komepiuta) Counseling (All types of Counseling) (Faufautua (Soo se Ituaiga)

Financial Assistance (ex. Financial Aid, Work-Study, Scholarship, Deferred Payment Plans) (Fesoasoani Tau Tupe (ftg Fesoasoani Tau Tupe mai le Malo Tele, Polokalama Galue ma Aoga, Sikolasipi, Fuafuaga tau Pili Totogi Tolopō)

Library (Faletusi) Academic Tutoring (Fesoasoani i meaaoga)

Academic Advising (ex. Online Information, Faculty Availability) (Faufautua i mataupu tau'ave (ftg. Faamatalaga i le Upega, avanoa of aiaoga)

Campus Life (ex. Security, Extra Curricular, etc.) (Olaga Faakolisi: (ftg. Malu o le Kolisi, Mataupu/faatinoga faaopoopo ma isi)

Admissions and Records (Application, Transcripts, etc.) (Ofisa Faaulufale ma Faamaumauga (Tusi talosaga, Faamaumauga aloaia o togi maua ma isi)

1a. Does your dept/prog/div help to ensure safety awareness and emergency procedures for its personnel, students and community? (ex. Fire extinguishers, evacuation plans, First-Aid, etc.) (O fesoasoani lau matagaluega/polokalama/vaega e faamautinoa le silafia o puipuiga ma faatinoga o gaoioiga aua faalavelave faafuase'i mo au tagata faigaluega, tagata aooga ma tagata lautele? (ftg. Fagu tineimu, fuafuaga faataatia mo le tuua o le nofoaga, Fesoasoani Muamua, ma isi)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (100%)	0 (0%)	0 (0%)	0.47	1

1b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

Safety and Evacuation plans are posted around the campus. AED machines are in the campus security office and Land Grant office. Smoking areas are assigned. I have a fire extinguisher in my office