

AMERICAN SAMOA COMMUNITY COLLEGE DIVISION OF ACADEMIC AFFAIRS COURSE APPROVAL FORM

COURSE TITLE: COURSE ALPHA AND NUMBER: REVIEWERS AND ROUTING OF SIGNATURES: 1. Initiator Date **Department Chairperson** Date **Director of Curriculum & Assessment** Date **Dean of Academic Affairs** Date Vice President of Academic & Student Affairs Date President Date _____ Approved ____ Disapproved ____ Pending **COMMENTS:**

^{*} Director of Curriculum & Assessment – Reviews the alignment of ASCC's Mission to Program Learning Outcomes (PLOs), Course Learning Outcomes (CLOs), Institutional Learning Outcomes (ILOs) and assessment instruments.



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COURSE APPROVAL FORM

	CHECK APPROPRIATE ITEMS:
DEPARTMENT:	
COURSE ALPHA AND NUMBER:	New Course Proposal
COURSE ALI HA AND NUMBER.	Program Proposal
LECTURE CREDIT(S): (1 lecture credit = 15 contact hours)	Course Revision
LAB CREDIT(S): (1 lab. credit = 45 contact hours) * Includes clinical, practicum, studio, internship, physical fitness.	Program Revision
TOTAL CREDITS	
GRADING TYPE: REGULAR PASS/NP	
CATALOG COURSE DESCRIPTION:	
PRE-REQUISITE(S):	
TEXTBOOK(S):	
ISBN#	
AUTHOR	
PUBLISHER	
COPYRIGHT YEAR	
ASCC Disclaimer: Textbook Prices are subject to change.	
ADDITIONAL/SUPPLEMENTAL EQUIPMENT/MATERIALS (Optional)	
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COURSE OBJECTIVES IN BEHAVIORAL TERMS: (What is taught in the couvalues/attitudes?)	irse regarding coment, skins, and
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3.	
4.	
5.	
6.	
IF A REVISION - REASON(S) FOR CHANGING COURSE OBJECTIVES (refer to a	lata information)
11 11 12 13.011 RELIGION OF CHARTON COURSE OBJECTIVES (rejet to the	www.wgormweon)
COURSE LEARNING OUTCOMES (CLOs): (What are the knowledge, skills, and the end of the course)?	nd abilities that a student will have acquired by
1.	
2.	
3.	
4.	



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5.
IF A REVISION - REASON(S) FOR CHANGING COURSE LEARNING OUTCOMES (CLO): (refer to data information)
METHODS OF INSTRUCTION: (EX: Authentic Learning, teaching pedagogy, teaching methodologies, modes of delivery,
instructional methods, field trips, etc)
1.
2.
3.
4.
5.
PROGRAM/DEPARTMENT MISSION STATEMENT:
*IF A REVISION - REASON(S) DATA FOR CHANGING PROGRAM/DEPARTMENT MISSION:
INSTITUTIONAL LEARNING OUTCOMES (ILO): (List upon completing your degree program what are the outcomes that
students will gain from this course)
1.
2.
3.
4.
5.
IF A REVISION - REASON(S) FOR CHANGING INSTITUTIONAL LEARNING OUTCOMES (ILO): (refer to data information)
PROGRAM LEARNING OUTCOMES (PLO): (List upon completing your degree program what are the outcomes that students
will gain from this course)
1.
2.
3.
4.
5.
IF A REVISION - REASON(S) FOR CHANGING PROGRAM LEARNING OUTCOMES (PLO): (refer to data information)



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COURSE LEARNING OUTCOMES (CLOs) AND COURSE ASSESSMENT:

List the course learning outcomes (CLOs) and the assessment instrument or a portion of the assessment instrument that will be used to measure student achievement for each learning outcome. Once the course is completed, you will be asked to submit evidence/data you used to assess student achievement.

* Use Bloom's Taxonomy to develop CLO's

Course Learning Outcomes:	Assessment Instruments:

IF A REVISION - REASON(S) DATA FOR CHANGING COURSE LEARNING OUTCOMES (CLO):

SUBMIT (ATTACH TO COURSE APPROVAL FORM) A CURRICULUM MATRIX (Mapping) ALIGNING EACH COURSE LEARNING OUTCOME (CLO) TO THE PROGRAM LEARNING OUTCOMES (PLO):



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TENTATIVE TOPICAL COURSE OUTLINE: (LIST CONTENT, SKILLS, AND ATTITUDES TO BE TAUGHT IN THIS COURSE)

Table Course C(I.O) Addressed: measure CI.O: Table measure CI.O:		Chapters (Lectures/Labs/Clinical) /Assignments/Important	List Objectives:	List Course	List Assessment
Obj 1: To memorize and practice all home keys on a keyboard. Note the practic		Dates:	(covered in	Learning Outcomes	Tool(s) Used to
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(Form – CAF2012)					



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COURSE APPROVAL FORM

Week 9			
Week 10			
Week 11			
Week 12			
Week 13			
Week 14			
Week 15			
Week 16	Finals	s this week	

RUBRICS FOR THIS COURSE: (Insert here)