



*Saili le Alama'i*

**AMERICAN SAMOA COMMUNITY COLLEGE**

Academic and Student Affairs Division  
Office of the Dean of Academic Affairs

Mrs. Letupu Tauanuu Moananu  
Mrs. Evelyn Gibbs Fruean  
Mr. Michael Leau  
Dr. Lina Galeai Scanlan  
Mr. Sonny J. Leomiti  
Mrs. Virginia Mailo Filiga  
Ms. Cherylmoanamarie Ripley  
Ms. Lytania Ahoia

**GENERAL CURRICULUM COMMITTEE MEETING**

**Tentative Agenda**

**March 06, 2014 – 12:30 p.m. to 01:55 p.m., Room 19**

PRESIDING: Curriculum Chair Evelyn V.F. Gibbs  
Dean of Academic Affairs Letupu Moananu

Mrs. Pauline McFall  
Dr. Faofua Faatoafe  
Dr. Repeka Alaimoana Nuusa  
Mr. Mark Mageo  
Mrs. Siamaua Eliapo Ropeti  
Mr. Kuki Tuiasosopo  
Dr. Daniel Chang  
Ms. Solipo Shevon Matai  
Mr. Tunufai Leiato  
Ms. Lele Ah Mu  
Mr. Ed Imo  
Captain Saipale Vaouli  
Mr. Teleiai C. Ausage  
Dr. Randel De Wees  
Mrs. Toaiva Tago  
Mr. Fred Suisala

**I. OFFICIAL OPENING**

- A. Official Opening
- B. Opening Prayer
- C. Welcome Remarks
- D. Housekeeping Items

**II. ACTION AGENDA**

- A. Certificates of Completion and Certificates of Achievement
- B. Standard Operating Procedures (SOPs)
  - 1. Course Scheduling
  - 2. Course Cancellation
- C. ASCC Catalog 2014-2016 Presentations
  - 1. A.A. Degree in Liberal Arts
  - 2. A.A. Degree in Liberal Arts with emphasis in Pre-Law
  - 3. A.A. Degree in Liberal Arts with emphasis in Human Services
  - 4. A.A. Degree in Liberal Arts with emphasis in Political Science
  - 5. A.A. Degree in Liberal Arts with emphasis in Visual Arts
  - 6. A.A. Degree in Liberal Arts with emphasis in Music
  - 7. A.A. Degree in Liberal Arts with emphasis in Elementary Education
  - 8. Continue with Student Services Division presentation

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- D. Other Business
1. Organizational Chart
  2. Curriculum Committee Policy Manual
  3. Special Announcements

**MINUTES TO GENERAL CURRICULUM COMMITTEE MEETING**  
**March 06, 2014 – 12:40 p.m. to 01:53 p.m., Room 19**

**PRESIDING:** Curriculum Chair Evelyn V.G. Fruean  
Dean of Academic Affairs Division Letupu Moananu

**PRESENT:** Mr. Sonny Leomiti; Mr. Mark Mageo; Mrs. Siamaua Ropeti; Dr. Daniel Chang; Ms. Solipo Matai; Mr. Tunufai Leiato; Ms. Lele Ah Mu; Captain Saipale Vaouli; Dr. Randel De Wees; Mrs. Toaiva Fiamé Tago; Mr. Fred Suisala; Mr. Evile Feleti for Mr. Teleiai C. Ausage; Mr. Ioapo Tauai for Dr. Faofua Faatoafe; Ms. Lytania Ahoia; and, Mr. Victor Ualesi.

**ABSENT:** Mr. Michael Leau; Dr. Lina G. Scanlan; Mrs. Virginia Filiga; Ms. Cherylmoanamarie Ripley; Mrs. Pauline McFall; Dr. Faofua Faatoafe; Mr. Kuki Tuiasosopo; Mrs. Melelina Fiaui; Mr. Ed Imo; and, Mr. Teleiai Ausage.

**OTHERS:** Dr. Emilia Lei

I. OFFICIAL OPENING

1. Curriculum Chair Fruean officially opened the meeting at 12:40 p.m.
2. Dean Moananu offered the opening prayer followed by Curriculum Chair's welcome remarks.

II. ACTION AGENDA

A. Certificates of Completion and Certificates of Achievement

Curriculum Chair Fruean led a lengthy discussion of certificates of completion and certificates of achievement.

Languages & Literature Acting Chair Matai moved to **approve alignment of the Certificates of Completion**. Matai's motion seconded by Criminal Justice Chair Mark Mageo. The majority members' raise of hands signaled the approval of Matai's motion. Motion carried.

B. Standard Operating Procedures (SOPs) *Refer to Attachment B*

The second topic of discussion were the standard operating procedures (SOPs) for Course Scheduling and Course Cancellation. Dean Moananu elaborated more on the two SOPs.

Assessment Coordinator Sonny Leomiti **recommended for approval the SOPs for Course Scheduling and Course Cancellation with recommendations to insert under the Course Scheduling Policy, External Review Standard 2A and 2B and External Review Standard 3A and 3B.**

Furthermore, **insert under the SOPs for Course Cancellation, Policy, External Review Standard 2A and 2B.** With that said, the motion to approve SOPs for Course Scheduling and SOPs for Course Cancellation with the foregoing recommendations was seconded by Science Chair De Wees.

Once again, the majority members' raise of hands signaled an unanimous vote. Motion carried.

C. ASCC Catalog 2014 – 2016 Presentations

1. **Associate of Arts Degree in Liberal Arts** *Refer to Attachment C*

Dean Moananu presented the addendum to REMOVE the combination of Arts and Humanities on page 57 of the current ASCC Catalog because it is missing Cluster II, and missing 3 credits and REPLACE it with the Arts and Humanities on page 55.

AND, also to REMOVE SPH 153 from the Cluster II of Humanities. It contradicts with the General Education Requirements (GERs) in the Communication Domain. (*Refer to February 27, 2014 correspondence – 145002272014 Addendum to ASCC Catalog 2012 to 2014*).

Curriculum Chair recommended the motion to approve the changes of the Associate of Arts Degree in Liberal Arts from 61 credits to 63 credits and with the inclusion of the foregoing updates. Dr. Daniel Chang seconded the motion. The show of majority members' raising their hands in approval of the motion declared the motion approved unanimously; motion carried.

2. Associate of Arts Degree with emphasis in Pre-Law

This topic of discussion was presented by Criminal Justice Chair Mark Mageo. Mageo proposed to insert the word "basic" in PLO No. 5 of the Associate of Arts Degree with an emphasis in Pre-Law in that it reads as "*Demonstrate how **basic** constitutional rights apply to civic duties and ethical duties.*"

Assessment Coordinator Sonny Leomiti suggested to leave PLO No. 5 as is due to redundant definition of the words "*demonstrate*" and "*basic*" while citing Bloom's Taxonomy.

The Curriculum Committee agreed CJ Mark Mageo review PLOs for Pre-Law and submit a floor plan prior to department review on March 20, 2014. No motion was raised.

3. Student Services Division Presentation (continued)

Dr. Repeka Alaimoana Nuusa continued her presentation regarding updates for the Student Services Division portion of the catalog.

Trades and Technology Chair Suisala moved to approve Student Services Division changes/updates on the Student Government Association and Student Activity section. Social Science Chair Tago seconded the motion. A majority show of members' raising hands declared motion approved and carried.

The Curriculum Committee meeting came to a close at 1:53 p.m.