

MEMORANDUM

TO: Karen Simion, VPIA

FROM: Charles Aiseam, Curriculum Committee Chair

DATE: January 31, 2017

SUBJECT: AFT proposal for Chuuk Campus and ED 392 Course outline

An intention of this memo is to inform your office of the items that was discussed and approved during CC meeting on January 30, 2017. Following snapshot shows the agenda for January 30th meeting.

**Curriculum Committee
Meeting of January 30, 2017
1:00 p.m. – 2:00 p.m. PNI time
VOIP number 4517; PIN 6530**

COM-FSM Mission Statement

The College of Micronesia-FSM is a learner-centered institution of higher education that is committed to the success of the Federated States of Micronesia by providing academic, career and technical educational programs characterized by continuous improvement and best practices.

AGENDA

1. Call to order and review/adoption of agenda and minutes
2. Course Outline
 - a. MR 240
 - b. ED 392
 - c. SS 101
3. Follow up/follow through on previous items/reports (Old business)
 - a. Gaining approval of AFT Certificate Program at Chuuk Campus (Presentation by Roger Arnolds)
 - b. Course Fee proposal for Achieve 3000 update
4. New business
 - a. LRC Representative on CC committee
5. Adjournment

Items that were approved during the meeting are AFT Certificate program for Chuuk Campus and course outline for ED 392. Both of these items were discussed and all members were in support of approving the AFT proposal and the course outline. Attached with this memo is the course outline for ED 392 with my signature. MR 240 was not approved and will be return back to the division for more modification and clarification. SS 101 and course fee proposal for Achieve 3000 was not discussed due to time constraint. LRC Director presented LRC representative and CC members indicated that the need for LRC rep on the CC committee would have to wait until next school year since approving of rep on the committee will have major changes on the committee TOR. Therefore, in the meantime LRC can only bring issues to the table when it's necessary.

With regards,



Charles Aiseam
Curriculum Chairperson