



American Samoa Community College

OFFICE OF ACADEMIC AFFAIRS

FALL SEMESTER 2023 SCHEDULE OF ACTIVITIES

For the Week of
August 14, 2023 through August 18, 2023
Multi-Purpose Center Auditorium

MONDAY, AUGUST 14, 2023 WELCOME BACK ASSEMBLY 09:00 a.m. – 10:30 a.m.

Mistress of Ceremonies: Mrs. Siamaua Eliapo Ropeti, Ed.D., Dean of Academic Affairs

OPENING HYMN AND PRAYER.....Reverend Elder Fouvale Asiata, Chairman
ASCC Board of Higher Education

WELCOME REMARKS.....Dr. Rosevonne Makaiwi Pato, ASCC President

SPECIAL REMARKS.....Honorable Lemanu Peleti Sialega Mauga,
Governor of the U.S. Territory of American Samoa

CLOSING REMARKS.....Reverend Elder Fouvale Asiata, Chairman
ASCC Board of Higher Education

CLOSING PRAYER.....Reverend Iasepi Ulu, Vice Chairman
ASCC Board of Higher Education

SPECIAL NOTE:

Honorable Governor, ASCC Chairman of the Board of Higher Education, BHE Trustees along with ASCC President and her leadership team are invited for brunch in the ASCC MPC Conference Room on the first floor.

All other college stakeholders (ASCC Program Directors, Departmental Chairpersons, and Staff) will take a fifteen minutes break and return to the MPC Auditorium to continue today's planned activities.

10:30 a.m. – 11:00 a.m. **DEANS ANNOUNCEMENTS** Dr. Emilia S. Le'i and Dr. Siamaua E. Ropeti

11:00 a.m. -12:30 p.m. **ASG RETIREMENT PRESENTATION**.....ASG Retirement Office

12:30 p.m. – 01:00 p.m. **LUNCH**.....

01:00 p.m. – 02:00 p.m. **FINANCIAL AID PRESENTATION**....Mrs. Shanell Tauiliili, Financial Aid Officer / Mrs. Sifagatogo Tuitasi, ASCC Registrar/Student Records Officer

02:00 p.m. – 02:15 p.m. BREAK

02:15 p.m. – 03:00 p.m. **SELF SERVICE and CYBER SECURITY**.....Mrs. Grace Tulafono-Asi, Chief Information Officer / Management Information Services

03:00 p.m. – 04:00 p.m. **ICT SELF SERVICE SESSION**.....Dr. Ernie Seiuli & ICT Faculty
ICT Computer Labs A, B, & C

04:00 p.m. **END OF DAY ONE**

TUESDAY, AUGUST 15, 2023 DAY TWO OF ASCC FACULTY CONVOCATIONS

09:00 a.m. – 09:30 a.m. **OPENING HYMN AND PRAYER**

SPECIAL ANNOUNCEMENTS

09:30 a.m. – 10:30 a.m. **ASSESSMENT DATA COLLECTION**

10:30 a.m. – 10:40 a.m. BREAK

10:40 a.m. – 11:50 a.m. **PHYSICAL EDUCATION WORK OUT** with Ashley Felise

11:50 a.m. – 01:00 p.m. **LUNCH**

01:30 p.m. – 03:50 p.m. **ASCC ACCREDITATION / ADMINISTRATION UPDATES**
ASCC ALO Officer/VP Administration Finance Sonny J. Leomiti, and ASCC Assistant ALO/VP Academics, Community & Student Services Letupu Tauanuu Moananu

04:00 p.m. **END OF DAY TWO**

WEDNESDAY, AUGUST 16, 2023 DAY THREE

08:00 a.m. – 12:00 noon **NEW STUDENTS ONLY** – ASCC Student Advising, New Students Registration, and Student Posting of Courses for Fall Semester 2023

12:00 noon – 01:00 p.m. LUNCH

01:00 p.m. – 03:50 p.m. CONTINUATION of Student Advising, New Student Registration, etc.

04:00 p.m. **END OF DAY THREE**

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THURSDAY, AUGUST 17, 2023 DAY FOUR

08:00 a.m. – 12:00 noon ASCC Student Advising, Student Registration, Student Posting of Courses for New Students, Continuing Students, and Returning Students

12:00 noon – 01:00 p.m. LUNCH

01:00 p.m. – 03:50 p.m. CONTINUATION of Student Advising, New Students, Continuing Students and Returning Students

04:00 p.m. END OF DAY FOUR

FRIDAY, AUGUST 18, 2023 DAY FIVE

08:00 a.m. – 12:00 noon ASCC Student Advising, Student Registration, Student Posting of Courses for New Students, Continuing Students, and Returning Students

12:00 noon – 01:00 p.m. LUNCH

01:00 p.m. – 03:50 p.m. FACULTY - ASCC Student Advising, Student Registration, Student Posting of Courses (from your respective offices).

Faculty preparation for First Day of Instruction August 21, 2023

- Individual Faculty Office/Class Hours Schedule (*post a hard copy on your office bulletin or door and forward a copy to DOAA*)
 - Classes (days, hours, room)
 - Office availability (days and time)
 - Contact information – telephone, cell, email
- Complete syllabus for current courses to be taught (*forward a copy to DOAA*)
- Ensure textbooks, lab manuals, and the sort are available for students
- Office setup

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Mr. Sonny J. Leomiti
Vice President
Administration and Finance

Dr. Rosevonne Makaiwi Pato
President
American Samoa Community College

Dr. Letupu Tauanuu Moananu
Vice President,
Academics, Community, &
Student Services