



AMERICAN SAMOA
COMMUNITY COLLEGE
OFFICE OF INSTITUTIONAL EFFECTIVENESS

May 09, 2016

To: Dr. Seth Galea'i M. Galea'i 5/12/16
President

Via: Dr. Rosevonne Pato R. Pato 5/11/16
Vice President of Academic and Student Affairs

Dr. Mikaele Etuale M. Etuale 5/11/16
Vice President of Administration and Finance

Fr: Sonny J. Leomiti
Director, Institutional Effectiveness

Subject: *Task Force Committee Chairpersons for Strategic Planning*

Talofa lava Dr. Galea'i,

The Institutional Planning Executive Core Committee (IPECC) in its meeting on the 5th of May 2016, initiated the review of ASCC's program review instruments in preparation to update ASCC's institutional priorities (Institutional Strategic Plan 2015-2020). As the Committee continues to finalize the review of the annual divisional assessment and biennial institutional program review surveys, the Committee has thoroughly discussed the importance of initiating the Strategic Focus subcommittees (Task Force Committee) to begin the review of our current strategic goals and objectives and provide status updates on the completion of institutional expected outcomes.

Per Strategic area, the following internal stakeholders were recommended by the Committee to serve as chairpersons for each Strategic area to provide the Committee with updates on each strategic goal and objective. During the Committee's deliberation, much consideration focused on the role, scope, and authority per recommended chairperson and the link to the Strategic Focus Areas from an institutional perspective.

Listed below are the five (5) ASCC Strategic Focus Areas and Committee recommended chairpersons:

- Academic Excellence: Chairperson: Faculty Representative



**AMERICAN SAMOA
COMMUNITY COLLEGE
OFFICE OF INSTITUTIONAL EFFECTIVENESS**

- Technology: Chairperson: Chief Information Officer
- Physical Facilities and Maintenance: Chairperson: Special Projects Manager
- Staffing: Chairperson: Human Resources Officer
- Total Cost of Ownership: Chairperson: Chief Financial Officer

The Committee's decision was based on a long-term planning basis emphasizing accountability and sustainability measures of ASCC's institutional processes in the developing and achieving of institutional priorities.

The Committee also thoroughly reviewed and discussed the importance of consistency and continuity in the addressing of ASCC's Warning Sanction deficiencies, which resulted to a second recommendation. This recommendation is to keep the current chairpersons of each Strategic Focus Area as listed in the Institutional Strategic Plan 2015-2020, to allow them to mentor a few newly recommended chairpersons to Chairmanship of the assigned Strategic Focus Area and to assure a smooth transition in the addressing of subcommittee priorities during the Warning Sanction.

The proposed chairpersons and co-chairpersons for this time during Warning Sanction are as follows:

- Academic Excellence Subcommittee:
 - Chair: Mrs. Letupu Moananu
 - Co-Chair: Ms. Shirley De La Rosa
- Technology Subcommittee:
 - Chair: Mr. Michael Leau
 - Co-Chair: Ms. Fuatapu Alaimalo
- Physical Facilities and Maintenance:
 - Chair: Ms. Fuatapu Alaimalo/Mr. Sonny J. Leomiti
 - Co-Chair: Mr. Lokeni Lokeni Jr.
- Staffing:
 - Chair: Ms. Tafaimamao Tupuola
 - Co-Chair: Mrs. Sereima Asifoa
- Total Cost of Ownership:
 - Chair: Mrs. Emey Silafau-Toa
 - Co-Chair: Mrs. Eseta Su'a-Kalio

The Committee kindly seeks your support, approval, and/or recommendations.

Fa'afetai,

AMERICAN SAMOA COMMUNITY COLLEGE
P.O. Box 2609, Pago Pago, American Samoa 96799
(684) 699-9155 • (684) 699-2062 (fax)