



### Featured Highlights:

#### **I. Office of the President:**

- a. Institutional Updates
- b. Surveys and Reports

#### **II. Academics & Student Services:**

- a. Divisional & Academic Programs

#### **III. Community, Outreach & Research:**

- a. Agriculture, Community and Natural Resources

#### **IV. Administrative Services Updates**

- a. Procurement

#### **V. Bulletin Updates**

### ***Institutional Updates:***

- **President's Leadership Meeting:** In the Leadership Team meeting held on the 19<sup>th</sup> of December, the President provided the following announcements:
  - Cost Containment – The President issued Memo #093-17 to implement Cost Containment Measures due to financial constraints. “Cost Containment Measures will continue to be effective until the financial status of the College has improved.” The American Samoa Community College Supplemental Budget of \$1,000,000.00 is still pending approval.
  - Multi-Purpose Center – The President announced that the Board of Higher Education has scheduled the Opening Ceremony of the ASCC Multi-Purpose Center on the 09<sup>th</sup> of January 2018.
- **Review and Assessment of ASCC Board Policies:** A series of meetings in November and December was held by the President in review and assess the ASCC Board Policies ending on the 5<sup>th</sup> of December. ASCC staff and faculty took part in the review of the College's policies. Chapered policies that were completely assessed include:
  - *Chapter I:* Mission and Vision Statements, Organization Charts
  - *Chapter IV:* Personnel Governance
  - *Chapter V:* Instructional and Student Services Governance
  - *Chapter VI:* Site Facilities Governance
  - *Chapter VII:* Financial and Procurement Governance
  - *Chapter VIII:* Workforce, Economic, and Community Development Governance
- **Fall 2017 Commencement Ceremony:** The ASCC held its 67<sup>th</sup> Commencement Ceremony on the 15<sup>th</sup> of December 2017. Amongst 103 ASCC graduates this fall semester, a total of 111 certificates and degrees were conferred:
  - *Certificate of Proficiency:* 2
  - *Associate of Arts Degrees:* 62
  - *Associate of Science Degrees:* 43
  - *Bachelor of Education Degrees:* 4

### ***Surveys and Reports:***

- **IPEDS Winter and Spring Data Collection Released:** The National Center for Education Statistics (NCES) via Integrated Postsecondary Education Data System (IPEDS) released the data collection surveys for 2017-2018 on the 13<sup>th</sup> of December 2017. The Integrated Postsecondary Education Data Program fully holds all colleges/universities with access to Title IV funding accountable for reporting data statistics and meeting schedule due dates. For more information please click on the link provided: <https://surveys.nces.ed.gov/ipeds/>.
  - *IPEDS Data Collection Calendar:*
    - Winter Surveys: Open for input – Surveys will be locked on the 14<sup>th</sup> of February 2018.
    - Spring Surveys: Open for input – Surveys will be locked on the 11<sup>th</sup> of April 2018.
- **Pacific Postsecondary Education Council (PPEC) Biannual Report:** The President submitted the PPEC Biannual Report on the 3<sup>rd</sup> of December encompassing ASCC accreditation updates and general highlights that occurred between June to December 2017. The PPEC biannual reports are compiled by the Chairman of the PPEC and submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC). For more information about the PPEC please click on the link provided: [www.pihoa.org/fullsite/newsroom/.../Pacific-Postsecondary-Education-Council.pptx](http://www.pihoa.org/fullsite/newsroom/.../Pacific-Postsecondary-Education-Council.pptx).

## *Academic and Student Services Highlights:*

**Teacher Education Department (TED):** Teacher Education Director, Shirley De La Rosa (2<sup>nd</sup> Row, 4<sup>th</sup> Right) hosted a two-day orientation and training workshop in December for adjunct instructors. Eleven adjunct instructors participated in the workshop; six of whom are graduates of the ASCC-B.Ed. program and received a Masters Degree. The training spearheaded by Director De La Rosa centered on the TED curriculum, student learning outcomes, data collection and reporting, and course management systems.



**Trades and Technical Department (TTD):** The Trades and Technical Department completed its 10-Week Apprenticeship and Workforce Development (AWD) session, a program designed to upgrade the skillsets of the local workforce. A total of 21 participants registered for the AWD Program, and 17 participants successfully completed the three courses offered during the Fall 2017 session and received a Certificate of Completion.



*TTD Chairman Fred Suisala (1<sup>st</sup> Row, left) at the conclusion of the Fall 2017 10-Week AWD session is seen here with Starkist Samoa participants that completed the AWD Welding course.*

The **B**usiness **D**epartment and the **H**ealth and **H**uman **S**ervices **C**lub hosted a luncheon to celebrate Fall 2017 program graduates.



**Business Department:** At the conclusion of the fall 2017 semester, the ASCC Business Department hosted a special luncheon in honor of five graduates-to-be who were also active members of the student organization Business Ambassadors of ASCC (BAOA). Business Department chairperson Dr. Faofua Fa'atoafe spoke with pride of the example set by these five graduates who not only fulfilled the academic requirements of the program, but also contributed to community service projects as members of BAOA. Along with members of the ASCC administration, Business Department instructors Lam Yuen Lam Yuen Jr. and Ioapo Taua'i, and current members of BAOA, Dr. Fa'atoafe expressed congratulations to graduates Simaotua Tuia, Maryjane Josefo, Samtara Atisano'e, Marilyn Thompson and Miracle Matamu, and wished them the best of luck in their future endeavors.



**Health and Human Services Club:** Health and Human Services Chairman Derek Helsham (*1<sup>st</sup> Row, 2<sup>nd</sup> Left*) hosted an award luncheon at Shan J's Restaurant to acknowledge the academic achievements of program graduates.

*Health and Human Services Club president Ms. Tufue'e Sea, and members Alice Tausaga and Nona Tui Fall 2017 graduates were acknowledged during the luncheon.*

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## *ASCC Fall 2017 Graduate Banquet:*



The ASCC Graduate Banquet for Fall 2017 took place on Wednesday, December 13<sup>th</sup>, two days prior to the College's 67<sup>th</sup> Commencement Ceremony. The Graduate Banquet gives the graduates-to-be an occasion to celebrate their accomplishments in a relaxed social atmosphere. It is also the occasion where the awards for academic excellence are presented. ASCC President Dr. Rosevonne Makaiwi Pato, Dean of Academic Affairs Mrs. Letupu Moananu, Dean of Student Services Dr. Emilia Le'i, representatives from the College's academic divisions and special guests joined the graduating class of Fall 2017 for an evening of fellowship and recognition of outstanding academic achievements.

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### *Student Achievements and Scholarships:*

Three ASCC Fall 2017 graduates were accepted to the University of Hawaii. Each graduated with an Associate of Science degree in Marine Science.

- Twelve ASCC Fall 2017 graduates received American Samoa Government scholarships.
- Three ASCC Fall 2017 graduates were awarded the Asian and Pacific Islander American Scholarship (APIASF). Scholar recipients include: Cinta Tua'au, Emmanuel Loia, and Luava'asi'itia Esera. For more information regarding this scholarship, please visit the APIASF AANAPISI Website at: <http://www.apiasf.org/aanapisischolarship.html>.
- The Sea Education Association (SEA) has offered two full scholarships worth \$10,000 per scholarship to ASCC Marine Science students for their upcoming June 2018 Pacific Islands Expedition.

## *Agriculture, Community and Natural Resources (ACNR):*

### *Instructional Programs:*

*ASCC-ACNR Fall Graduates – December 13, 2017* - ASCC Students Rosita Tagaloa, Jason Tufele and Naseri Meki graduated from the American Samoa Community College with an Associate of Science in General Agriculture while Anetioka Mavaega graduated with an Associate of Science in Natural Resources. The four students were also recognized and awarded during the ASCC Fall 2017 Graduate Banquet.



*ASCC-ACNR graduates (left to right): Jason Tufele, Rosita Tagaloa, Anetioka Mavaega and Naseri Meki.*

### *Research:*

*Health Communications Research Working with American Samoa Department of Human and Social Services to Promote Healthy Lifestyle Choices* - ACNR's Health Communications Research Program completed the data collection phase of its study entitled, "Trial Testing of a Household Based Health Promotion Intervention at the American Samoa WIC Program." This intervention included a laminated placemat with Samoan imagery and six recommended daily target behaviors that promote health and reduce obesity, an eleven minute film that promotes the same messages, and a target tracker to record and reward achievement of the six daily targets. The study focused on clients at American Samoa's Department of Human and Social Services, Women, Infants and Children (WIC) Program. All participants in the intervention underwent an educational session during which they saw the film and received the placemats, target tracker and other materials to use at home. The data will be analyzed to determine the effectiveness of the intervention to stimulate healthy changes in lifestyle and reduce childhood obesity. Initially, the WIC program contacted ASCC's Health Communications Research Program to learn about materials to support their efforts to promote healthy lifestyles. A signed MOU between ASCC and DHSS and approval by American Samoa's Institutional Review Board were completed before the research began.



*ASCC Health Communications Research Program developed laminated placemats promoting healthy lifestyle choices to help reduce childhood obesity.*



*(Above) Loading Rotary Club Christmas tree into customer's vehicle after inspection.*

*(Below) Some of the insects found.*

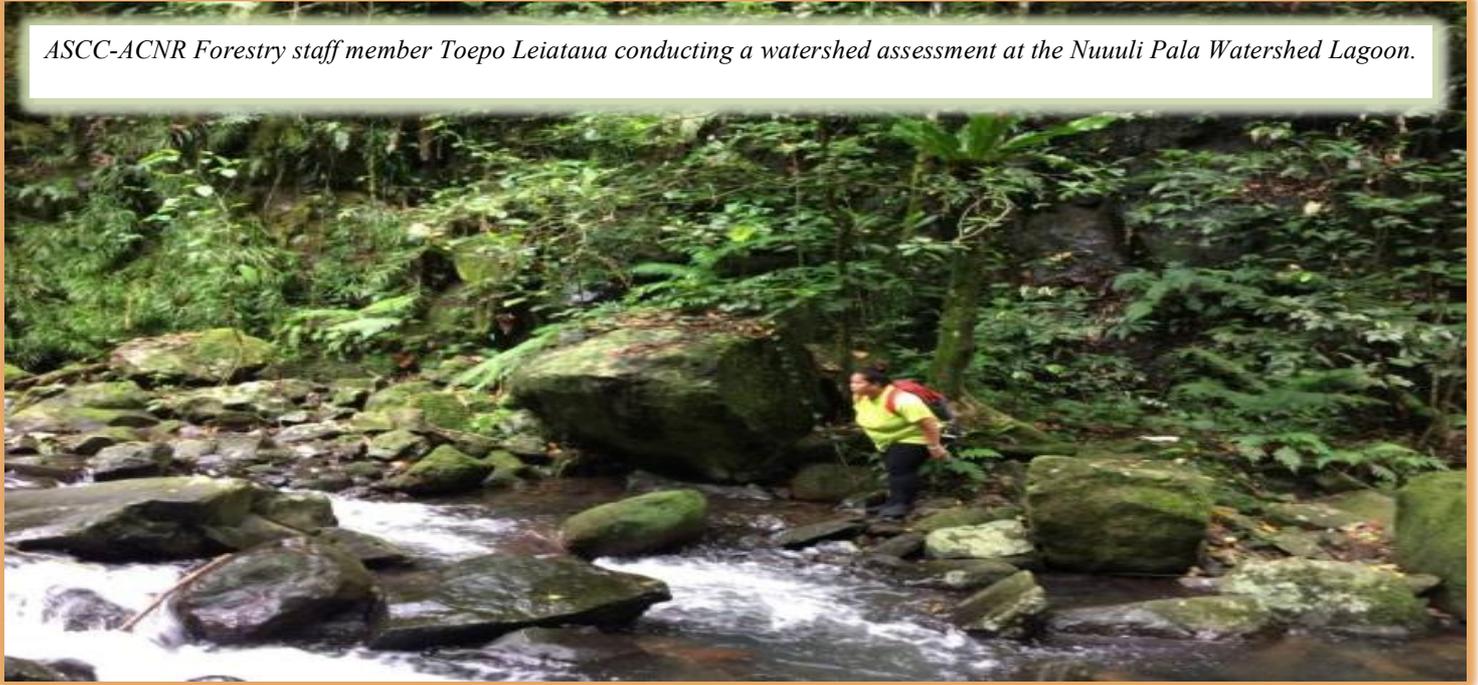


*ASCC-ACNR and AS Department of Agriculture Work with Rotary Club to Keep Out Unwanted Surprise Christmas Gifts* - Every year the Pago Pago Rotary Club brings to American Samoa a container load of fresh, beautiful Oregon-grown Christmas trees to brighten our holidays and to help raise funds for the Club's many important community service activities. As with any importation of fresh produce or live plant material from off-island, application of proper biosecurity measures is essential to ensure that no new plant pests or diseases are accidentally introduced which may pose a threat to American Samoa's environment and agricultural production. Since 2011, ASCC-ACNR and the American Samoa Department of Agriculture have worked together with the Rotary Club to help ensure that the Christmas trees bring lots of Christmas joy without bringing unwanted pests to the territory. The annual assessments indicate that numbers of pests found on the trees has decreased by 94% since the initial assessments and biosecurity recommendations were made in 2011. It is always difficult to quantify the benefits of an activity that aims at preventing bad stuff from happening. But it is clear that this collaboration between a local government agency, the College, and the private sector is a solid contribution to improve American Samoa's biosecurity.

### ***Extension Program:***

*ASCC-ACNR Forestry Program hires two new interns to work on Landscape Scale Restoration* - The ASCC-ACNR Forestry Program recently hired two new interns who will be assisting with administering and implementing several duties within the Landscape Scale Restoration (LSR) grant program, which is under the U.S Forest Service, USDA. The purpose of this LSR grant program is to provide financial and technical assistance to areas that are in need of restoration, protection, and conservation. The ASCC-ACNR Forestry Program has been awarded a total of \$140,078 for a total of 3 years by this LSR grant. One of the activities entailed in the grant is the hiring and recruiting of student interns. This internship is a great opportunity for students to experience careers in the field of forestry and natural resources. Interns will be assigned various tasks and duties such as outreach presentations, stream cleaning, native tree planting, and data collection. Ms. Anastasia Magalo and Ms. Imeleta Luamanu were two of the four applicants for this 6-month internship who have surpassed the interview and qualification requirements. The internship will proceed from January 2018 to June 2018. The next round of internship for new interns will be from July 2018 to December 2018. The ASCC-ACNR Forestry Program welcomes Ms. Anastasia Magalo and Ms. Imeleta Luamanu to this 6-month internship, and hopes to successfully complete all the activities and goals throughout this internship.

*ASCC-ACNR Forestry staff member Toepo Leiataua conducting a watershed assessment at the Nuuli Pala Watershed Lagoon.*



*(Left to right) – ASCC-ACNR Director, Dr. Nicholas Comerford (New Dean & Director for Research and Cooperative Extension, University of Hawaii), Dr. Kelvin Sewake (Associate Dean & Director for Cooperative Extension, University of Hawaii) at the USDA-NIFA 2017 New Administrators Orientation in Washington DC.*

*USDA-NIFA 2017 New Administrators Orientation in Washington DC, December 8 -18, 2017* - The ASCC-ACNR Director joined the more than 90 New Deans and Directors from 105 Land Grant Colleges and Universities in the United States and its territories, and representatives from the United States Department of Agriculture (USDA), National Institute of Food and Agriculture (NIFA), other USDA Programs and Services, plus the Association of Public and Land Grant Universities (APLU) at the USDA-NIFA 2017 New Administrators Orientation in Washington DC. Participants of the USDA-NIFA 2017 New Administrators Orientation had opportunities to:

- *Discuss compelling issues facing Land Grant Universities Administrators as well as budgeting and accountability advice;*
- *Gain valuable tips from experienced administrators on how to be a proactive administrator;*
- *Learn how APLU, BAA, USDA-REE, and USDA-NIFA work together to advance research, education, and Extension;*
- *Learn how to become involved at the national level to influence federal legislation and decisions made by USDA-NIFA and other agencies;*
- *Understand the diverse roles of various institutional types within the Land-Grant University System and the Board of Agricultural Assembly (BAA); and*
- *Establish strategic networks with colleagues.*

## *Administrative Highlights:*

*Message from the Vice President of Administration and Finance:* It is especially important to note that the operations side never ceases to stop operations as it is an integral component to ensuring that the entire College is serviced and able to offer quality services in areas of technology, physical facilities and maintenance and a clean working and learning environment, sound and ethical financial practices and finance monitoring, quality personnel and personnel review and updates, procuring of the most current learning resources and materials and supplies and lastly, overall security to ensure the safety of our ASCC students and employees.

The following are highlights as shared from each administrative services department:

- Completion of Board Policy Review of Chapter 4: Personnel Governance Policy Statement.
- Completion of annual personnel file review (an audit of all personnel files completed).
- Completion of the ASCC Annual Financial Audit.
- MIS held training in networking and SOP development for the MIS staff.
- MIS CIO created a new ticket support system that would assist with providing immediate feedback to technological issue.
- MIS CIO along with PFM Officer and upper management met with the ASTCA network team and corporate sales representative to finalize VOIP and Internet contract for the new MPC Building and the entire campus.
- PFM continues to provide maintenance and facility services for the entire College.
- Hiring of additional PFM personnel to meet the growing needs of the College.
- Near completion of MPC Building to be dedicated in January 2018.



*Pictured above are members of the Procurement staff, Bookstore Manager, Custodial representative and Mr. Daniel Craig, owner of CJ Homeware Inc (second from left). CJ Homeware Inc. supplied furniture for the outside of the ASCC Multi-Purpose Center and donated two sets of tables and chairs (showcased above).*



*Pictured above are members of the Procurement staff, PFM staff and Mr. Willy Wong from the Interior Shoplace of Hawaii (supplier of all Multi-Purpose Center furniture) after the completion and successful installation of all furniture/fixtures/equipment.*

## *January 2018 Bulletin*

- **January 08-09:** Faculty Orientation and Workshops.
- **January 09:** Opening Ceremony for the Multi-Purpose Center
- **January 10-12:** Spring 2018 Registration for new, continuing and returning students.
- **January 12:** Spring 2018 Faculty Award and Recognition Luncheon.
- **January 11-17:** Add and Drop Period.
- **January 16:** Instruction Begins for the 15-Week Session.
- **January 18-26:** Administrative Drop Period for the 15-Week Session.
- **January 23-25:** Registration for the 10-Week Session.
- **January 22-26:** ASCC-ACNR Instructional Coordinator Mrs. Pauline Tuitele-McFall, ACNR Community Nutritionist Mr. Travis Flemming, and IE Institutional Researcher Mrs. Virginia Filiga will attend the 'Data Analysis Training' in Washington D.C.
- **January 29:** Instruction Begins for the 10-Week Session.
- **January 29-30:** Add and Drop Period for the 10-Week Session.
- **January 31 – February 02:** Administrative Drop only period for the 10-Week Session.