# Spring 16

# American Samoa Community College

# Divisional Assessment RECORDS



# Records

4. Explain how your mission and outcomes support the institution's mission (Faamatala le sootaga ma le lagolagoina o la tou manulautī ma matati'a ausia o le Manulauti a le Kolisi):

#### **Text Responses**

Our mission and outcomes support the ASCC'S mission in that we provide services to support the educational pursuits of all students attending ASCC preparing them for transfer to institutions of higher learning and successful entry into the workforce.

5. Please check/mark how your Department/Program/Division's Mission link to ASCC's Mission (Faamolemole faailoa mai pe faapefea ona fesootai le manulauti a lo outou matagaluega/polokalama/vaega ma le manulauti o le Kolisi):

|  | Yes<br>(Ioe) | No<br>(Leai) | Please explain and provide evidence (Faamatala): | Standard<br>Deviation | Responses | Weighted<br>Average |
|--|--------------|--------------|--|-----------------------|-----------|---------------------|
| Transfer to institutions of higher learning: (Faauauau atu i iunivesite ma aoaoga maualuluga atu): | 2<br>(100%)  | 0<br>(0%)    | 0<br>(0%)  | 0.94                  | 2         | 1/2                 |
| Successful entry into the  | 2            | 0            | 0  | 0.94                  | 2         | 1/2                 |

Records

|  | Yes<br>(Ioe) | No<br>(Leai) | Please explain and provide evidence (Faamatala): | Standard<br>Deviation | Responses | Weighted<br>Average |
|--|--------------|--------------|--|-----------------------|-----------|---------------------|
| workforce (Faamanuiaina i<br>galuega):   | (100%)       | (0%)         | (0%)   |                       |           |                     |
| Research and extension in human and natural resources; (Sailiiliga ma le faalautelega I mataupu tau tagata ma punaoa faalenatura): | 1<br>(50%)   | 1<br>(50%)   | 0<br>(0%)  | 0.47                  | 2         | 1.5 / 2             |
| Awareness of Samoa and the Pacific (Silafia o Samoa ma le Pasefika):   | 1<br>(50%)   | 1<br>(50%)   | 0<br>(0%)  | 0.47                  | 2         | 1.5 / 2             |
|  |              |              |  |                       |           | 1.25 / 2            |

1a. Does the Department/Program/Division conduct/undergo a periodic evaluation on the effectiveness of instruction and services? (E faatino ni suesuega faavaitau a le matagaluega/polokalama/vaega e iloilo ai le aogā o aoaoga ma tautua?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

Records

1b. Please explain: (Fa'amolemole fa'amatala)

#### **Text Responses**

Internally, evaluation is done through the daily services provided. The effectiveness of our services is also through feedback from our customers.

2. How does your Department/Program/Division support student learning and achievement? (E faapefea ona lagolago e le tou matagaluega/polokalama/vaega aoaoga ma tulaga ausia a tagata aooga?):

#### **Text Responses**

Through support for students' academic pathways to success by providing educational information resources and other learning resources available - through registration, academic/degree planning, and graduation.

3. Check the following used for evaluating the effectiveness of the Department/Program/Division: Please explain how each is used. (Togi ripoti na faaaogā i le iloiloga o le aogā o la outou vaega. Faamolemole faamatala pe faapefea ona faaaoga ia ripoti taitasi.):

|   | Yes (Ioe)  | No (Leai)  | Please Explain | Standard Deviation | Responses | Weighted<br>Average |
|---|------------|------------|----------------|--------------------|-----------|---------------------|
| Annual Reports (Ripoti faaletausaga: Ioe pe Leai, | 1<br>(50%) | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |

Records

|  | Yes (Ioe)   | No (Leai)  | Please Explain | Standard Deviation | Responses | Weighted<br>Average |
|--|-------------|------------|----------------|--------------------|-----------|---------------------|
| Faamolemole faamatala.)  |             |            |                |                    |           |                     |
| Quarterly Reports (Ripoti<br>faalekuata. Ioe pe Leai,<br>Faamolemole faamatala)                    | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |
| Bi-weekly Reports (Ripoti tai lua vaiaso. Ioe pe Leai, Faamolemole faamatala).                     | 2<br>(100%) | 0<br>(0%)  | 0<br>(0%)      | 0.94               | 2         | 1/1                 |
| Student Learning Outcomes<br>(Agavaa Ausia Tagata Aooga. Ioe<br>pe Leai, Faamolemole faamatala)    | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |
| Institutional Strategic Plan<br>(Fuafuaga Faataatia Kolisi. Ioe pe<br>Leai, Faamolemole faamatala) | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |
| Performance Evaluation<br>(Iloiloga o Galuega Faatino. Ioe<br>pe Leai, Faamolemole faamatala)      | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |
| Program Review (Iloiloga o<br>Polokalama. Ioe pe Leai,<br>Faamolemole faamatala)                   | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |

Records

|  | Yes (Ioe)   | No (Leai)  | Please Explain | Standard Deviation | Responses | Weighted<br>Average |
|--|-------------|------------|----------------|--------------------|-----------|---------------------|
| Course Evaluation (Suesuega o<br>Mataupu. Ioe pe Leai,<br>Faamolemole faamatala)                           | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |
| Student Satisfaction Survey<br>(Suesuega Lotomalie Tagata<br>Aooga. Ioe pe Leai, Faamolemole<br>faamatala) | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |
| Fact Sheets (Pepa o Faamatalaga<br>Moni. Ioe pe Leai, Faamolemole<br>faamatala)                            | 1<br>(50%)  | 1<br>(50%) | 0<br>(0%)      | 0.47               | 2         | 1/1                 |
| Other Evidence (Nisi<br>faamaumauga. Ioe pe Leai,<br>Faamolemole faamatala)                                | 2<br>(100%) | 0<br>(0%)  | 0<br>(0%)      | 0.94               | 2         | 1/1                 |
|  |             |            |                | 1                  | 1         | 1/1                 |

Records

1a. Have evaluation processes resulted in recent/continuous improvements? Please explain (Na mafai ona fa'aauau faaleleiga ona o faaiuga mai iloiloga?

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

1b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

Through internal evaluations and student feedbacks, transcript and registration services have continuously improved.

2. What outcomes did these improvement help achieve? Please explain (O a ni matāti'a na mafai e nei faaleleiga ona 'ausia? Faamolemole faamatala):

#### **Text Responses**

- ease the round about time for the students -

Divisional outcomes 3 and 4.

Records

3a. Where there any recommendations from the previous Divisional Assessment (2015) that were not completed/acted on in the past year? (Na iai ni fautuaga mai le Suesuega a le Vaega e le'i mafai ona faia i le tausaga talu ai?):

|          | Yes (Ioe) | No (Leai)  | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|------------|----------------------|--------------------|-----------|
| All Data | 0<br>(0%) | 1<br>(50%) | 1<br>(50%)           | 0.47               | 2         |

3b.Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

4. List significant achievements made to this Department/Program/Division over this past year (Lisi mai ni matāti'a na ausia e le polokalama/matagaluega/vaega i le tausaga talu ai?):

**Text Responses** 

1a. Does your Department/Program/Division recognize and implement feedback from faculty and staff in decision making for continuous improvement to the institution? (E amanaia ma faaaoga e tou matagaluega/polokalama/vaega manatu tuuina mai e faiaoga ma tagata faigaluega i faaiuga fai mo le fa'aauau o le faaleleia o le Kolisi?):

|          | Yes (Ioe) | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|-----------|----------------------|--------------------|-----------|
| All Data | 2         | 0         | 0                    | 0.94               | 2         |

Records

| Yes (Ioe) | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|-----------|-----------|----------------------|--------------------|-----------|
| (100%)    | (0%)      | (0%)                 |                    |           |

1b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

Any feedback is a sign for continuous improvement rather it is from faculty or staff.

2a. Are Department/Program/Division SOPs and decisions regularly communicated to staff/faculty? (E masani ona logo atu i tagata faigaluega/faiaoga faaiuga ma faagasologa (SOP) a le Vaega/Matagaluega/polokalama?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

2b.Please explain (Fa'amolemole fa'amatala):

## **Text Responses**

Divisional SOP and our office SOP are made known to our staff.

Records

3a. Are the decisions systematically documented and archived? (E faasolosolo lelei le faamauina ma le teuina o faaiuga?):

|          | Yes (Ioe)  | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|------------|-----------|----------------------|--------------------|-----------|
| All Data | 1<br>(50%) | 0<br>(0%) | 1<br>(50%)           | 0.47               | 2         |

3b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

Our division's SOP is documented and submitted for institutional archive and was used as evidence for the accreditation report.

1a. Is the Number of personnel adequate to support your Department/Program/Division? (O fetaui le fuainumera o tagata faigaluega mo le lagolagoina o lau matagaluega?):

|          | Yes (Ioe) | No (Leai)   | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|-------------|----------------------|--------------------|-----------|
| All Data | 0<br>(0%) | 2<br>(100%) | 0<br>(0%)            | 0.94               | 2         |

Records

1b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

for more than 1,000 students with a 4 staff members, NO!

To serve 1,000 plus students every semester is not enough for a staff of 4.

2a. Do personnel possess all specialized skills or credentials required to support the Department/Program/Division? (Ua iai i tagata faigaluega agavaa poo tomai tau aoga o loo manaomia i le lagolagoina o le polokalama?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

2b. Please explain (Fa'amolemole fa'amatala):

## **Text Responses**

3a. Are all proper documentation (degrees, certificates, etc.,) on file and continuously updated? (O atoatoa faamaumauga (tikeri, tipiloma...) i faila ma faaauau faaopoopoga?):

| Yes (loe | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|----------------------|--------------------|-----------|
|----------|-----------|----------------------|--------------------|-----------|

Records

|          | Yes (Ioe)  | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|------------|-----------|----------------------|--------------------|-----------|
| All Data | 1<br>(50%) | 0<br>(0%) | 1<br>(50%)           | 0.47               | 2         |

3b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

I believe so.

4a. Are all personnel in this Department/Program/Division careful in protecting the security, confidentiality and integrity of student information according to FERPA? (O faaeteete tagata faigaluega i lenei vaega i le malu puipuia o faamatalaga uma e tusa ma tulafono a le Kolisi, Faigamalo faalotoifale, feterale?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

4b. Please explain (Fa'amolemole fa'amatala):

Records

It is an integral part of the staff's responsibility.

5. Does your Department/Program/Division effectively use its personnel to achieve its mission? (O faaaoga tatau e lau matagaluega/polokalama/vaega au tagata faigaluega ina ia 'ausia ai lana manulautī?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

5b. Please explain how it can be improved: (Faamolemole faamalama mai i lalo pe faapefea ona faaleleia.) Text Responses

By having institutional staff training.

Are you a full time or Part Time employee?

|          | Full Time:  | Part Time: | Responses |
|----------|-------------|------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%)  | 2         |

Records

|                                  | Number of Courses you teach:  |                          |
|----------------------------------|---|--------------------------|
| Text Responses                   |   | 1                        |
| N/A                              |   |                          |
|                                  |   |                          |
|                                  |   |                          |
|                                  | Degrees, Coursework, and or Publications:                                 |                          |
| Text Responses                   |   |                          |
| Associate of Arts in Liberal art | ts  |                          |
| N/A                              |   | _                        |
|                                  |   |                          |
|                                  |   |                          |
|                                  |   |                          |
|                                  | Other Qualifications not listed in previous question:                     |                          |
| Text Responses                   |   | 7                        |
| N/A                              |   |                          |
|                                  |   |                          |
|                                  |   |                          |
| Y                                |   |                          |
| _                                | e/instruction, community activities (i.e., club sponsorships, committees, | boards, organizations, o |
| Text Responses                   |   | 7                        |
| club sponsorships and commit     | ttees   |                          |

Records

1a. Have faculty/staff in the Department/Program/Division involved themselves in in-service training and other professional development? (Na auai le aufaigaluega o le matagaluega/polokalama/vaega i ni aoaoga a'o galulue ma isi aoaoga auā le alualu i luma?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 1<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.47               | 1         |

1b. If "yes", please list evidence (Afai e "Ioe" faamatala mai pine faamau o iai.):

**Text Responses** 

System and federal updates training.

2a. Are there any unmet needs for professional development among personnel in this Department/Program/Division? (O iai ni manaoga tau aoaoga e le'i faia mo le aufaigaluega a lau matagaluega/polokalama/vaega?):

|          | Yes (loe) | No (Leai)  | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|------------|----------------------|--------------------|-----------|
| All Data | 0<br>(0%) | 1<br>(50%) | 1<br>(50%)           | 0.47               | 2         |

Records

2b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

Load All Text Responses

3a. Are faculty/staff evaluated on an annual basis by the immediate Supervisor (i.e., Director, Dean, Vice-President, Chairperson, etc.)? (O iloilo galuega faatino faaletausaga mo faiaoga/tagata faigaluega e le Ta'ita'i (e pei o Taitaifono, Faatonu, Matua o le saofaiga, Sui-Peresitene.):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|-------------|-----------|----------------------|---------------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94                      | 2         |

3b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

Through HR annual performance evaluations.

4a. Are evaluations consistent and completed in a timely manner as documented in ASCC policies? (O mulimulita'i iloiloga o galuega faatino e tusa ma tulafono a le Kolisi Tuufaatasi?):

| Yes (Ioe) | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|-----------|-----------|----------------------|--------------------|-----------|

Records

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

4b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

Reminders from HR is consistent - not sure about the completion of evaluations...

1. Briefly describe the facilities occupied by your Department/Program/Division (i.e., classrooms, offices, labs, etc.)? (Otooto mai se faamatalaga o ituaiga fale/potu o faaaoga e lau matagaluega/polokalama/vaega e iai potu aoga, ofisa, potu su'esu'e, ma isi):

#### **Text Responses**

Facilities adequate.

2a. Are all facilities adequate to support the mission of your Department/Program/Division? (O talafeagai fale/potu aua le lagolagoina o le manulauti a lau matagaluega/polokalama/vaega?):

|  | Yes (Ioe) | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|--|-----------|-----------|----------------------|--------------------|-----------|
|--|-----------|-----------|----------------------|--------------------|-----------|

Records

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

2b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

3a. Does the Institution operate and maintain physical facilities that are adequate to serve the needs of this Department/Program/Division? (O faaaoga ma tausi e le aoga ni fale/potu e talafeagai e tautuaina le mana'oga o le matagaluega/polokalama/vaega.):

|          | Yes (Ioe)  | No (Leai)  | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|------------|------------|----------------------|--------------------|-----------|
| All Data | 1<br>(50%) | 1<br>(50%) | 0<br>(0%)            | 0.47               | 2         |

3b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

Due to shortage of janitorial staff, we have to clean our own office most of the time.

Records

4a. Does the institution take reasonable steps to provide a healthy, safe, and secure environment for this Department/Program/Division? (O faia e le kolisi ni gaoioiga mo se siosiomaga maloloina, saogalemu, ma malupuipuia mo lenei matagaluega/polokalama/vaega?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94               | 2         |

4b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

5a. Are the physical facilities accessible to persons with disabilities? (O faigofie ona faaaoga potu/fale e tagata o iai manaoga faapitoa?):

|          | Yes (Ioe) | No (Leai)   | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|-------------|----------------------|--------------------|-----------|
| All Data | 0<br>(0%) | 1<br>(100%) | 0<br>(0%)            | 0.47               | 1         |

Records

5b. If no, please describe below what is needed to make your area accessible (faamolemole faamatala mai i lalo atu mea e moomia e faafaigofie ai ona faaaoga):

#### **Text Responses**

Need to remove extra board underneath entrance door as to provide clear entrance to wheelchair students.

6a. Are additional facilities required to support the Department/Program/Division? (O iai ni fale /potu faaopoopo o moomia e lagolago ai le matagaluega/polokalama/vaega?):

|          | Yes (Ioe) | No (Leai)  | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|------------|----------------------|--------------------|-----------|
| All Data | 0<br>(0%) | 1<br>(50%) | 1<br>(50%)           | 0.47               | 2         |

6b. If so, please list and explain (Afai o lea, faamolemole lisi i lalo ma faamalamalama mai):

#### **Text Responses**

1. Briefly describe current equipment used by your Department/Program/Division and indicate whether it is adequate or inadequate (Otooto mai meafaigaluega o loo faaaoga i le taimi nei e lau matagaluega/polokalama/vaega ma faailoa mai poo talafeagai pe leai):

Records

Each staff have desktops; 4 reliable printers with scanners and copier.

2a. Are additional equipment required to support the Department/Program/Division? (O moomia nisi meafaigaluega e lagolago ai le matagaluega/polokalama/vaega?):

|          | Yes (Ioe) | No (Leai)   | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|-------------|----------------------|--------------------|-----------|
| All Data | 0<br>(0%) | 2<br>(100%) | 0<br>(0%)            | 0.94               | 2         |

2b. If so, please list and explain (Afai o lea, faamolemole lisi mai ma faamalamalama.):

**Text Responses** 

3a. Does the Department/Program/Division account for its equipment through regular inventory? (O mataitū lelei e le matagaluega/polokalama/vaega ana meafaigaluega, e ala i ana suega oloa faavaitau?):

|          | Yes (Ioe)  | No (Leai)  | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|------------|------------|----------------------|--------------------|-----------|
| All Data | 1<br>(50%) | 1<br>(50%) | 0<br>(0%)            | 0.47               | 2         |

Records

3b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

4a. Does the Department/Program/Division account for preventive maintenance of its equipment? (O nofo tapena le matagaluega/polokalama/vaega aua le puipuiga ma le faaleleia o ana meafaigaluega):

|          | Yes (Ioe)  | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|------------|-----------|----------------------|--------------------|-----------|
| All Data | 1<br>(50%) | 0<br>(0%) | 1<br>(50%)           | 0.47               | 2         |

4b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

5a. Is the equipment used by this Department/Program/Division similar to that used in the workplace or at a higher level institution? (O tai tutusa meafaigaluega a le matagaluega/polokalama/vaega ma mea e faaaoga i falefaigaluega poo isi kolisi ma iunivesite?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|-------------|-----------|----------------------|---------------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94                      | 2         |

Records

5b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

6a. Is there a need to update/upgrade equipment for improvement of services? (O moomia ona siitia le tulaga o meafaigaluega mo le faaleleia o auaunaga?):

|          | Yes (Ioe) | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-----------|-----------|----------------------|--------------------|-----------|
| All Data | 0<br>(0%) | 0<br>(0%) | 1<br>(100%)          | 0.47               | 1         |

6b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

All equipments used are current.

1a. Is the budget information available to this Department/Program/Division? (O tatala le avanoa e maua ai ni faamaumauga o le Tala o le Tupe e ta'ita'i o matagaluega/polokalama/vaega?):

| Yes (Ioe) | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|-----------|-----------|----------------------|--------------------|-----------|
|           |           |                      |                    |           |

Records

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 1<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.47               | 1         |

1b. Please explain (Fa'amolemole fa'amatala):

# **Text Responses**

2a. Are faculty/staff involved in Department/Program/Division annual budget planning? (O 'auai faiaoga/'au faigaluega i le fuafuaina o le tala i le tupe faaletausaga a le matagaluega/polokalama/vaega?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|-------------|-----------|----------------------|---------------------------|-----------|
| All Data | 1<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.47                      | 1         |

2b. Please explain Fa'amolemole fa'amatala):

Records

3a. Does the Department/Program/Division provide guidance on budget processes, analysis, and preparation? (O ofo atu e le matagaluega/polokalama/vaega ni ta'iala o le faagaoioiga o tala o tupe, iloiloga ma sauniga?):

|          | Yes (Ioe) | No (Leai)   | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|-----------|-------------|----------------------|---------------------------|-----------|
| All Data | 0<br>(0%) | 1<br>(100%) | 0<br>(0%)            | 0.47                      | 1         |

3b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

4a. Is adequate financial support available to meet the needs of this Department/Program/Division? (O lava le lagolago tau tupe o faaavanoa atu mo matagaluega/polokalama/vaega?):

|          | Yes (Ioe)  | No (Leai)  | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|------------|------------|----------------------|---------------------------|-----------|
| All Data | 1<br>(50%) | 1<br>(50%) | 0<br>(0%)            | 0.47                      | 2         |

4b. Please explain (Fa'molemole fa'amatala):

Records

5a. Does the Department/Program/Division effectively use its current financial resources to achieve its mission? (O faaaogā tatau e le matagaluega/polokalama/vaega ana alaga'oa tau tupe e ausia ai lana manulautī?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|-------------|-----------|----------------------|---------------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94                      | 2         |

5b. Please explain (Fa'amolemole fa'amatala):

**Text Responses** 

6a. Does the Department/Program/Division have any budget priorities to implement for continuous improvement to achieve its mission? (O iai ni faamuamua tau tala o le tupe a le matagaluega/polokalama/vaega o fia faatino mo le alualu pea i luma, ina ia ausia ai lana manulauti?):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|-------------|-----------|----------------------|---------------------------|-----------|
| All Data | 1<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.47                      | 1         |

6b. Please explain (Fa'amolemole fa'amatala):

Records

1a. Is technology used to improve student learning and services? (O faaaoga le tekonolosi e faaleleia ai aoaoga ma tautua mo tagata aooga?):

|          | Yes (loe)   | No (Leai) | Do not know (Leiloa) | <b>Standard Deviation</b> | Responses |
|----------|-------------|-----------|----------------------|---------------------------|-----------|
| All Data | 2<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.94                      | 2         |

1b. Please explain (Fa'amolemole fa'amatala):

#### **Text Responses**

2. Check the following technologies sufficient to perform your duties:

|  | Available/Accessible<br>(Avanoa/Faigofie ona<br>maua) | Appropriate<br>(Talafeagai) | Current<br>(Tekonolosi o le<br>taimi nei) | Standard<br>Deviation | Responses | Weighted<br>Average |
|--|---|-----------------------------|---|-----------------------|-----------|---------------------|
| ASCC Online Systems<br>(Moodle,<br>Compliance Assist,<br>Colleague, Webmail, | 1<br>(50%)  | 0<br>(0%)                   | 1<br>(50%)                                | 0.47                  | 2         | 2/3                 |

Records

|  | Available/Accessible<br>(Avanoa/Faigofie ona<br>maua) | Appropriate<br>(Talafeagai) | Current<br>(Tekonolosi o le<br>taimi nei) | Standard<br>Deviation | Responses | Weighted<br>Average |
|--|---|-----------------------------|---|-----------------------|-----------|---------------------|
| Website etc.)<br>(Sisitema a le Kolisi<br>Tuufaatasi<br>(polokalama e fai ai<br>vasega)      |   |                             |   |                       |           |                     |
| Software (Microsoft<br>Office, SPSS, CAD,<br>Autodesk, etc.)<br>(Poloklama tau<br>komepiuta) | 1<br>(50%)  | 0<br>(0%)                   | 1<br>(50%)                                | 0.47                  | 2         | 2/3                 |
| Internet<br>Connectivity (speed,<br>etc.) (Fesootaiga tau<br>initaneti)                      | 1<br>(50%)  | 0<br>(0%)                   | 1<br>(50%)                                | 0.47                  | 2         | 2/3                 |
| 1  |   | 1                           | 1   |                       | 1         | 2/3                 |

Other technologies used (Ma isi tekonolosi faaaoga):

# **Text Responses**

1. Are the following student support services available and accessible to students when needed? (O tatala avanoa ma faigofie ona maua auaunaga nei e tagata aooga pe a mana'omia?):

| mada adadnaga ner e tagata aooga pe a mana oma.).   |              |              |                         |                       |           |                     |  |  |
|---|--------------|--------------|-------------------------|-----------------------|-----------|---------------------|--|--|
|   | Yes<br>(Ioe) | No<br>(Leai) | Do not know<br>(Leiloa) | Standard<br>Deviation | Responses | Weighted<br>Average |  |  |
| Computer Labs (Potu<br>Komepiuta)   | 0<br>(0%)    | 1<br>(50%)   | 1<br>(50%)              | 0.47                  | 2         | 2.5 / 3             |  |  |
| Counseling (All types of Counseling) (Faufautua (Soo se Ituaiga):   | 1<br>(50%)   | 0<br>(0%)    | 1<br>(50%)              | 0.47                  | 2         | 2/3                 |  |  |
| Financial Assistance (ex. Financial Aid, Work-Study, Scholarship, Deferred Payment Plans) (Fesoasoani Tau Tupe (ftg Fesoasoani Tau Tupe mai le Malo Tele, Polokalama Galue ma Aoga, Sikolasipi, Fuafuaga tau Pili Totogi Tolopō): | 1<br>(100%)  | 0<br>(0%)    | 0<br>(0%)               | 0.47                  | 1         | 1/3                 |  |  |
| Library (Faletusi):   | 1<br>(100%)  | 0<br>(0%)    | 0<br>(0%)               | 0.47                  | 1         | 1/3                 |  |  |

Records

|   | Yes<br>(Ioe) | No<br>(Leai) | Do not know<br>(Leiloa) | Standard<br>Deviation | Responses | Weighted<br>Average |
|---|--------------|--------------|-------------------------|-----------------------|-----------|---------------------|
| Academic Tutoring (Fesoasoani i meaaoga):   | 0<br>(0%)    | 0<br>(0%)    | 1<br>(100%)             | 0.47                  | 1         | 3/3                 |
| Academic Advising (i.e., Online Information, Faculty Availability) (Faufautua i mataupu tau'ave (fa'ata'ita'iga, Faamatalaga i le Upega, avanoa o faiaoga):                   | 2<br>(100%)  | 0<br>(0%)    | 0<br>(0%)               | 0.94                  | 2         | 1/3                 |
| Campus Life (i.e., Security,<br>Extra Curricular, Co-<br>Curricular, etc.) (Olaga<br>Faakolisi: (fa'ata'ita'iga, Malu<br>o le Kolisi, Mataupu/faatinoga<br>faaopoopo ma isi): | 1<br>(100%)  | 0<br>(0%)    | 0<br>(0%)               | 0.47                  | 1         | 1/3                 |
| Admissions and Records<br>(Application, Transcripts,<br>etc.) (Ofisa Faaulufale ma<br>Faamaumauga (Tusi talosaga,<br>Faamaumauga aloaia o togi<br>maua, ma isi):              | 2<br>(100%)  | 0<br>(0%)    | 0<br>(0%)               | 0.94                  | 2         | 1/3                 |

Records

| Yes<br>(Ioe) | No<br>(Leai) | Do not know<br>(Leiloa) | Standard<br>Deviation | Responses | Weighted<br>Average |
|--------------|--------------|-------------------------|-----------------------|-----------|---------------------|
|              |              |                         |                       |           | 1.58 / 3            |

1a. Does your Department/Program/Division help to ensure safety awareness and emergency procedures for its personnel, students and community? (i.e., Fire extinguishers, evacuation plans, First-Aid, etc.) (O fesoasoani lau matagaluega/polokalama/vaega e faamautinoa le silafia o puipuiga ma faatinoga o gaoioiga aua faalavelave faafuase'i mo au tagata faigaluega, tagata aooga ma tagata lautele? (fa'ata'ita'iga, Fagu tineimu, fuafuaga faataatia mo le tuua o le nofoaga, Fesoasoani Muamua, ma isi):

|          | Yes (Ioe)   | No (Leai) | Do not know (Leiloa) | Standard Deviation | Responses |
|----------|-------------|-----------|----------------------|--------------------|-----------|
| All Data | 1<br>(100%) | 0<br>(0%) | 0<br>(0%)            | 0.47               | 1         |

1b. Please explain (Fa'amolemole fa'amatala):