



## AMERICAN SAMOA COMMUNITY COLLEGE

Division of Academic Affairs

### Course Approval Form

**Course Title:**

**Course Alpha and Number:**

**Required Signatures:** *(All Course Approvals forms must provide sufficient evidence and justifications for all course proposals.)*

1. Initiator	<i>(Name and signature of the faculty within the Department/Program proposing changes to a current or new course.)</i>	Date	
2. Department Chairperson	<i>(Name and Signature of the Department Chairperson for which this course is housed.)</i>	Date	
3. Program Director <i>(When Applicable)</i>	<i>(Signature approval of the Program Director)</i>	Date	
4. Dean of Academic Affairs	<i>(Signature approval of the Dean Academic Affairs)</i>	Date	

**Signatures:** *(Required only for the approval of new courses or degrees)*

5. Vice President of Academic & Student Affairs		Date	
6. President		Date	

\_\_\_\_\_ **Approved**

\_\_\_\_\_ **Disapproved**

\_\_\_\_\_ **Pending**

**Comments:**

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**Department:**

**Course Alpha and Number:**

**Lecture Credit(s):** (1 lecture credit = 15 contact hours)

**Lab Credit(s):** (1 lab. credit = 45 contact hours) *Types: clinical, practicum, studio, internship, physical fitness, etc.*

**Total Credits:**

**Indicate Purpose:** (Note: Course

New Course Proposal

Program Proposal

Course Revision

Program Revision

☐☐☐☐

**Grading Type:**

☐ **Regular**

☐ **Pass/No Pass**

**Catalog Course Description:**

**Textbook(s):**

ISBN#:

Author:

Publisher:

Copyright Year:

**Additional/Supplemental Equipment/Materials** (*Optional*)

**Pre-Requisite(s):**

**Academic Program Mission Statement:**

*Note: Clarify purposes for changing the academic program mission.*

**Course Objectives:**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Course Learning Outcomes (CLOs):** (*Describes the content knowledge, skills, and abilities that a student will be able to achieve by the end of the course.*)

- 1.



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- 2.
- 3.
- 4.
- 5.

*Note: Data justifications for changing academic program CLOs must be presented to the Curriculum Committee*

**Program Learning Outcomes (PLO):** *(Describes the outcome qualities and competencies 'certificate and degree requirements' that students will gain from the program.)*

- 1.
- 2.
- 3.
- 4.
- 5.

*Note: Data justification for changing academic program PLOs must be presented to the Curriculum Committee.*

**Institutional Learning Outcomes (ILO):** *(Describes the program's outcome qualities and competencies aligned to the College's Institutional Learning Outcomes. The ILO defines the outcome qualities and competencies that the College ensures for all certificate/degree recipients.)*

- 1.
- 2.
- 3.
- 4.
- 5.

**Methods of Instruction:** *(Describes the methods used to deliver instruction, teaching methodologies, or pragmatic strategies used to deliver the content and outcome competencies for this course.)*

- 1.
- 2.
- 3.
- 4.
- 5.



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## Assessment of PLO Qualities and CLO Competencies

### Clarification of Assessment:

**Table 1.A:** List all the Course Learning Outcomes for the course in the table below. In the second column, list the competencies/criteria for each outcome that will be assessed. In the third column, list the instrument/rubric where the assessed criteria may be found.

Course Learning Outcomes:	Program Signature Assignments	
	<i>CLO Competencies:</i>	<i>Instrument/Rubric</i>
1:		
2:		
3:		
4:		
5:		

**Table 1.B:** (If applicable) List all the Program Learning Outcomes assessed in this course in the table below. In the second column, list the competencies/criteria for the PLO qualities that will be assessed. In the third column, list the instrument/rubric where the assessed criteria may be found.

Program Learning Outcomes:	Institutional Learning Outcome Capstone:	
	<i>ILO Competencies:</i>	<i>Instrument/Rubric</i>
1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		

### Master Syllabus Outline of CLO Competencies: (Note:

	Content/Methods/Skills Addressed:
Week 1	



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Week 2	
Week 3	
Week 4	
Week 5	
Week 6	
Week 7	
Week 8	
Week 9	
Week 10	
Week 11	



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Week 12	
Week 13	
Week 14	
Week 15	
Week 16	