

January 26, 2021

## AMERICAN SAMOA COMMUNITY COLLEGE MEMORANDUM #006-2021

TO:

General Distribution

FROM:

Dr. Rosevonne M. Pato

**ASCC President** 

SUBJECT: Official Appointment of the Student Support and Learning Services Manager

This memo certifies the official appointment of Mrs. Estell Levu-Saelua to the position of Student Support and Learning Services Manager. This appointment assigns to her additional responsibilities for the student computer labs and tutorial services which are under the Division of Student Services (DOSS). She currently serves as the Student Computer Lab Manager and brings to this position both experience and qualifications. She will work directly under the supervision of the Dean of Student Services.

Please provide your full support to Mrs. Levu-Saelua in her work as she takes on the role and responsibilities as the Student Support and Learning Services Manager.

The position title and added responsibilities is effective today January 26, 2021.