

American Samoa Community College

Spring | 16

Divisional Assessment
Student Support and Learning services



American Samoa Community College
FY 2016 Divisional Assessment
 Student Support and Learning Services

Student Support and Learning Services



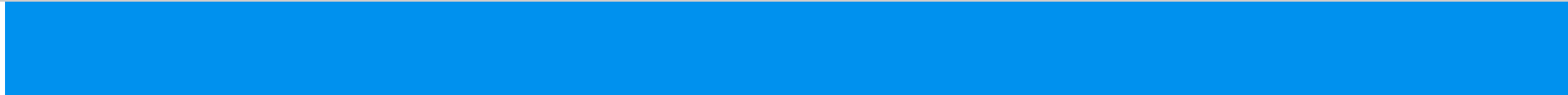
4. Explain how your mission and outcomes support the institution's mission (Faamatala le sootaga ma le lagolagoina o la tou manulauti ma matati'a ausia o le Manulauti a le Kolisi):

Text Responses

The mission of the DOSS is to support the educational pursuit of all students, attending ASCC characterized by a concern for high quality services, student access, learning, progress and success.

We provide the students with services that help them achieve their educational goals.

It's student oriented and it will support the mission in preparing them for the work force and to be able to transfer to other higher level institutions.



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 (Ioe)	No (Leai)	Please explain and provide evidence (Faamatala):	Standard Deviation	Responses	Weighted Average
Transfer to institutions of higher learning: (Faauauau atu i iunivesite ma aoaoga maualuluga atu):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 2

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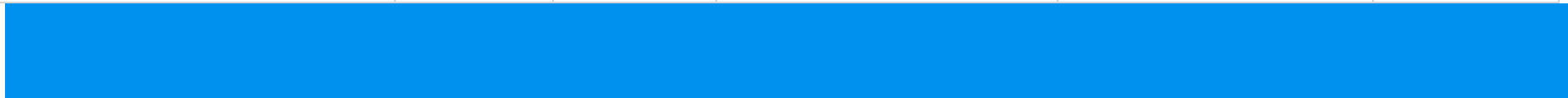
	Yes (Ioe)	No (Leai)	Please explain and provide evidence (Faamatala):	Standard Deviation	Responses	Weighted Average
Successful entry into the workforce (Faamanuiaina i galuega):	3 (75%)	1 (25%)	0 (0%)	1.25	4	1.25 / 2
Research and extension in human and natural resources; (Saililiga ma le faalautelega I mataupu tau tagata ma punaoa faalenatura):	2 (50%)	2 (50%)	0 (0%)	0.94	4	1.5 / 2
Awareness of Samoa and the Pacific (Silafia o Samoa ma le Pasefika):	1 (33%)	2 (67%)	0 (0%)	0.82	3	1.67 / 2
						1.33 / 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 aoga o aoaoga ma tautua?):

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	2	1	1	0.47	4

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	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
	(50%)	(25%)	(25%)		



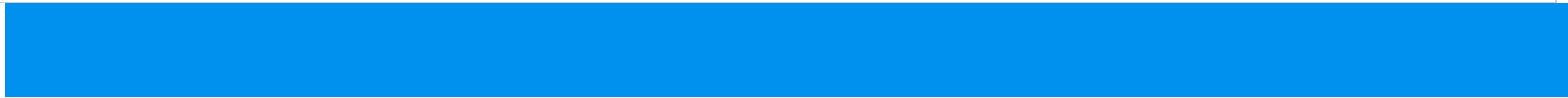
1b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

We have the end of the semester data to follow up on the students success in classroom. To see if they pass or not.

We collect data and have students fill out evaluation forms, but we do not meet to discuss the effectiveness of our programs. Or at least not on my level. We also make biweekly reports, but no one superior ever follows up on challenges & recommendations.

After every session with a student she/he has to fill in the Tutorial Services Satisfaction Survey/Questionnaire.



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

We provide instructional support to all ASCC students who identify the need for instructional/learning assistance outside of regular classroom. We offer free tutorial assistance to help students improve and increase their chances to succeed in their courses.

SSLS - SLA Center provides tutorial help for students in mainly math and English. Other subjects are provided if peer tutor students

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are available. Both SLA Center locations have computer labs. SSLS - CACG financial aid counseling supports students by providing extra help/instruction for students who cannot fill their FAFSA on their own.

a. Through our one- on- one tutoring or group tutoring. b. Supporting faculty members when they refer students who need the extra help.

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.):

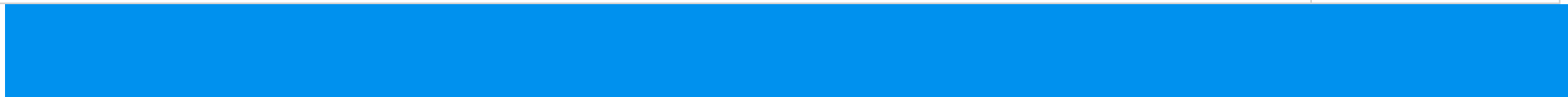
	Yes (Ioe)	No (Leai)	Please Explain	Standard Deviation	Responses	Weighted Average
Annual Reports (Ripoti faaletausaga: Ioe pe Leai, Faamolemole faamatala.)	2 (50%)	2 (50%)	0 (0%)	0.94	4	1 / 1
Quarterly Reports (Ripoti faalekuata. Ioe pe Leai, Faamolemole faamatala)	3 (75%)	1 (25%)	0 (0%)	1.25	4	1 / 1
Bi-weekly Reports (Ripoti tai lua vaiaso. Ioe pe Leai, Faamolemole faamatala).	3 (100%)	0 (0%)	0 (0%)	1.41	3	1 / 1
Student Learning Outcomes (Agavaa Ausia Tagata Aooga. Ioe pe Leai, Faamolemole faamatala)	2 (50%)	2 (50%)	0 (0%)	0.94	4	1 / 1

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	Yes (Ioe)	No (Leai)	Please Explain	Standard Deviation	Responses	Weighted Average
Institutional Strategic Plan (Fuafuaga Faataatia Kolisi. Ioe pe Leai, Faamolemole faamatala)	1 (25%)	3 (75%)	0 (0%)	1.25	4	1 / 1
Performance Evaluation (Iloiloga o Galuega Faatino. Ioe pe Leai, Faamolemole faamatala)	2 (50%)	2 (50%)	0 (0%)	0.94	4	1 / 1
Program Review (Iloiloga o Polokalama. Ioe pe Leai, Faamolemole faamatala)	1 (25%)	3 (75%)	0 (0%)	1.25	4	1 / 1
Course Evaluation (Suesuega o Mataupu. Ioe pe Leai, Faamolemole faamatala)	2 (50%)	2 (50%)	0 (0%)	0.94	4	1 / 1
Student Satisfaction Survey (Suesuega Lotomalie Tagata Aoga. Ioe pe Leai, Faamolemole faamatala)	3 (75%)	1 (25%)	0 (0%)	1.25	4	1 / 1

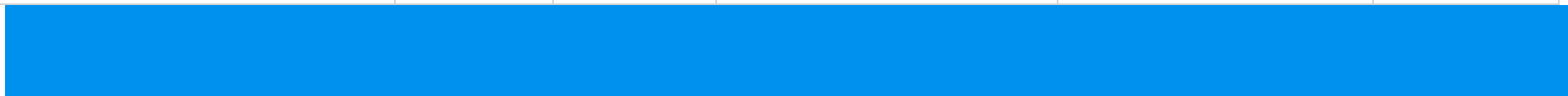
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	Yes (Ioe)	No (Leai)	Please Explain	Standard Deviation	Responses	Weighted Average
Fact Sheets (Pepa o Faamatalaga Moni. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	3 (100%)	0 (0%)	1.41	3	0 / 1
Other Evidence (Nisi faamaumauga. Ioe pe Leai, Faamolemole faamatala)	0 (0%)	3 (100%)	0 (0%)	1.41	3	0 / 1
						0.85 / 1



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	1 (25%)	1 (25%)	2 (50%)	0.47	4



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

Text Responses

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With the different evaluations that we have, from students and employees, our Leader always say that there are always room for improvements. Hence why we can never get all fives in our 2 way evaluations.

I believe SSLS has remained stagnant despite reporting biweekly's, because we do not meet to evaluate our data.

Haven't been here long enough to know.

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

For the evaluations from our students, they list down what we need to improve on and what are some of the things we are good at. So we use these information to better ourselves and caters to the needs of the students which makes us "student-centered".

No outcomes because there are no improvements.

Not applicable.

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	1 (25%)	0 (0%)	3 (75%)	1.25	4

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

Text Responses

Don't remember my recommendations. I'll be sure to make a copy from now on.

Not here long enough to know.



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

The increase number of students seeking tutorial assistance, and the number of students passing.

There are no achievements that come to mind.

More students are utilizing the services or know about the services.



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 faaoga 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	2	0.94	4

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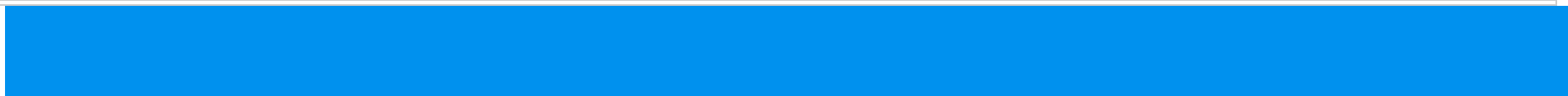
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
	(50%)	(0%)	(50%)		



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

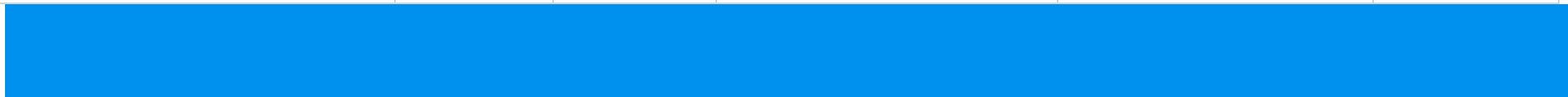
Text Responses

Yes, there are instructors that we work collaboratively to help and assist the student needs and help these students increase their rate of passing their course.
The only documented feedback I give is through my biweekly reports. I also give feedback through casual verbal conversations. I am unaware if any of my feedback is being used to help in decision making to improve the institution. I highly doubt it anyway.
Not applicable



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 (50%)	1 (25%)	1 (25%)	0.47	4



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

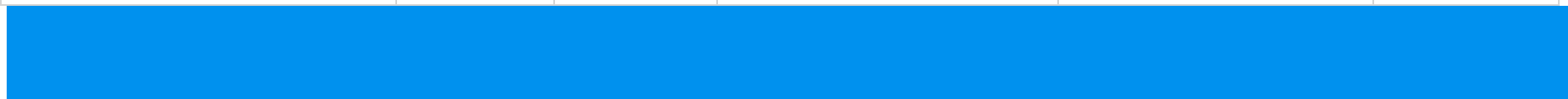
Text Responses

Yes, we have it printed out, and we have SOPs to pretty much everything that we do in our offices.
I have not been invited to a general staff meeting since DOSS has consolidated services (last novemeber?). I have only been invited to ONE sub-divisional meeting since. Anything that is being communicated regularly in our division is not reaching me. I have to ask what is going on when I visit any of my bosses when I decide myself when to verbally give updates. (This has been reported as a challenge in my biweekly reports.)
Not applicable



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	0 (0%)	0 (0%)	3 (100%)	1.41	3



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

Text Responses

Not that i know of. Some may be documented only via emails.
I highly doubt they are. And if documented, mostly like only email.
Not applicable

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

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	3 (100%)	0 (0%)	0 (0%)	1.41	3

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

Text Responses

We have enough people with the skills and qualifications to support our program.

Maybe not so much the number of personnel, but the amount of skill level per personnel needs to more adequate.

We have three English tutors (Staff) and also peer tutors.

2a. Do personnel possess all specialized skills or credentials required to support the Department/Program/Division? (Ua iai i tagata faigaluega agavaa poo tomāi 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	1	0	0.82	3

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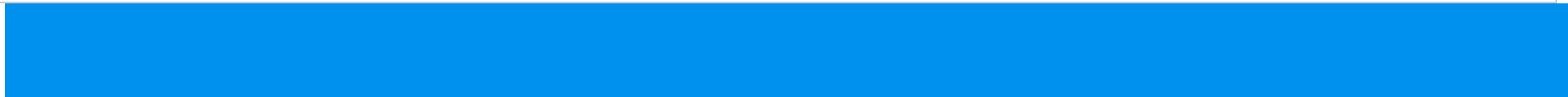
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
	(67%)	(33%)	(0%)		



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

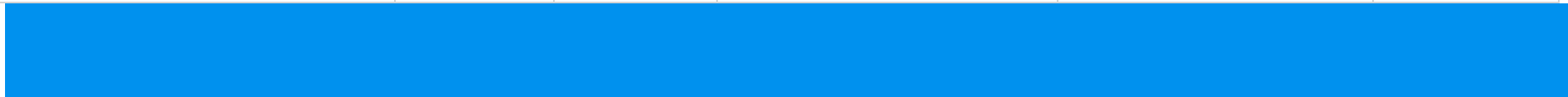
Text Responses

They all have past experience in the field.
I took a new position with zero training. I learn as I go. Certain staff have BA jobs with only AA degree.
I am sure that is why we were hired in the first place.



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

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	1 (33%)	0 (0%)	2 (67%)	0.82	3



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

Text Responses

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- All is requested by our Dean or supervisor, and its documented at the HR.
- Do not know if our division keeps that on file.
- Not applicable.

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	1 (33%)	1 (33%)	1 (33%)	0	3

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

Text Responses

- The Dean keeps reminding us about the FERPA and the confidentiality of our work and its documentations.
- I know some staff allow students, friends and family use their computers and laptops. Allow them to sit on their side of the desk, etc.
- Not applicable.

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

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	2 (67%)	1 (33%)	0 (0%)	0.82	3

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

Text Responses

We not only do what its on our contracts, but we also do added responsibility as well. So we pretty much handle what we need to do and more.

Have professional development programs.

Are you a full time or Part Time employee?

	Full Time:	Part Time:	Responses
All Data	3 (100%)	0 (0%)	3

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Number of Courses you teach:

Text Responses

NA

n/a

Not applicable.

Degrees, Coursework, and or Publications:

Text Responses

NA

BA in Communications concentration on Broadcast Media/AA in Liberal Arts, 411 Newsletters

Diploma in Secondary Education majoring in English and minor in Commerce.

Other Qualifications not listed in previous question:

Text Responses

NA

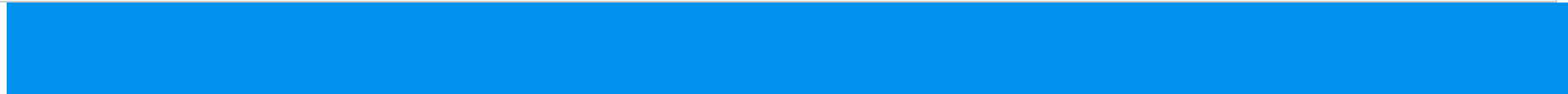
None

List involvement in college/instruction, community activities (i.e., club sponsorships, committees, boards, organizations, etc.)

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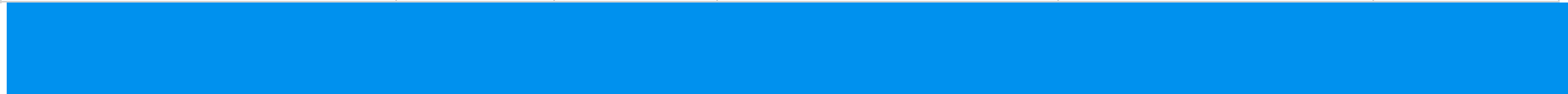
Text Responses

NA
Fresh Print, Journalism Club creator & adviser 411 Newsletter Editor ASCC Marketing Committee (created ASCC newspaper ads, social media presence and video clips.) ASCC Technology Resources Committee (for the 2014 Accreditation Report) ASCC Photographer/Videographer - various events captured and published online or contributed to ASCC photo gallery/articles/reports Filmed & edited ASCC's 2015 & 2016 Theater Productions - Joseph & the Amazing Technicolor Dreamcoat, and Once on this Island.
None



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	2 (50%)	2 (50%)	0 (0%)	0.94	4



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

Text Responses

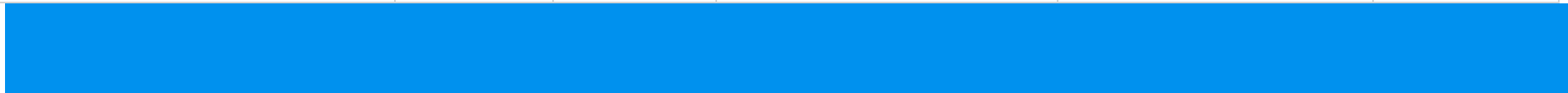
We have training with the UCEDD when they are not busy. Sometimes we go sit in classroom for professional development.
Not for my current job.

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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?):

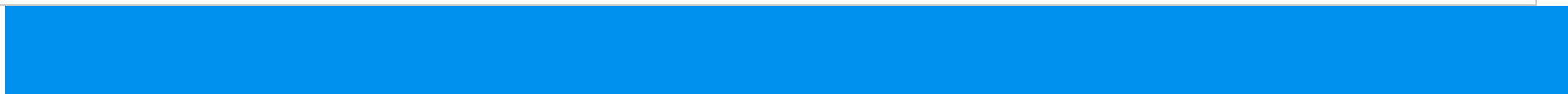
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	2 (50%)	0 (0%)	2 (50%)	0.94	4



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

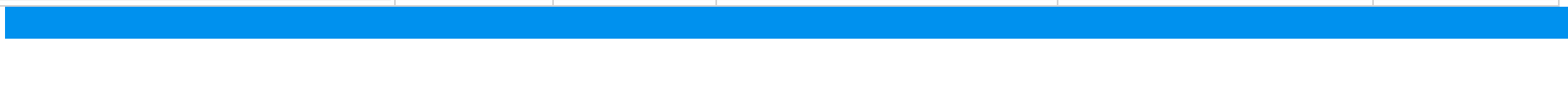
Text Responses

No training for job position.
Not applicable.



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)	Standard Deviation	Responses
All Data	2 (50%)	0 (0%)	2 (50%)	0.94	4



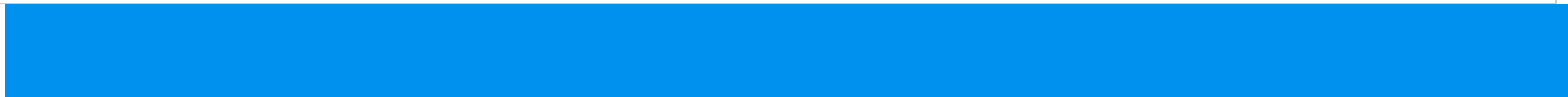
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3b. Please explain (Fa'amolemole fa'amatala):

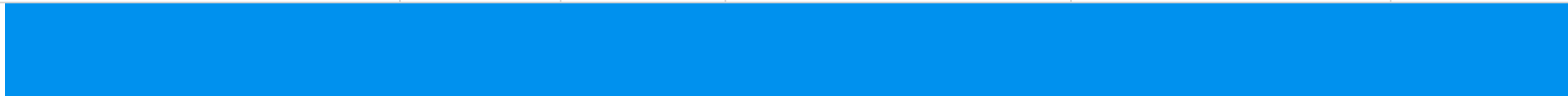
Text Responses

When our contract needs renewal, then yes!
Only for contract renewal.
Not here long enough to know.



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
All Data	0 (0%)	2 (50%)	2 (50%)	0.94	4



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

Text Responses

They wait on last minute most of the time. But personally, they always get my evaluation done and submitted on time.
Not sure.

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Not applicable.

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 faaoga e lau matagaluega/polokalama/vaega e iai potu aoga, ofisa, potu su'esu'e, ma isi):

Text Responses

The SLA Center and Annex.

Computer Labs & office

An AC lab right next to the cafeteria.

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
All Data	4 (100%)	0 (0%)	0 (0%)	1.89	4

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

Text Responses

Spacious which was one of the recommendations from students during the evaluations.

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Yes, but need more computers. And some of our buildings need to be assessed for safety of staff and students.

There are computers and printers that help with our tutoring.

3a. Does the Institution operate and maintain physical facilities that are adequate to serve the needs of this Department/Program/Division? (O faa'oga 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	2 (50%)	2 (50%)	0 (0%)	0.94	4

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

Text Responses

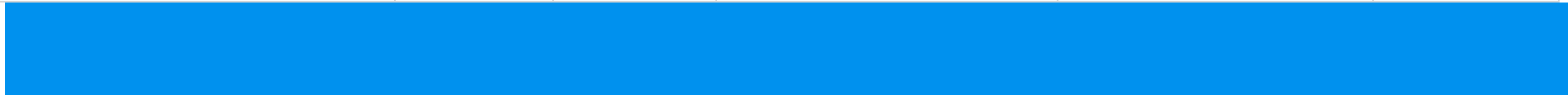
Some of the offices are termite infested. Water comes into the building during heavy rain. Been waiting for new computers for the lab for over a year.

Termite eaten wall needs to be fixed. One of the AC units still not fixed for a month now.

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 malupuipua mo lenei matagaluega/polokalama/vaega?):

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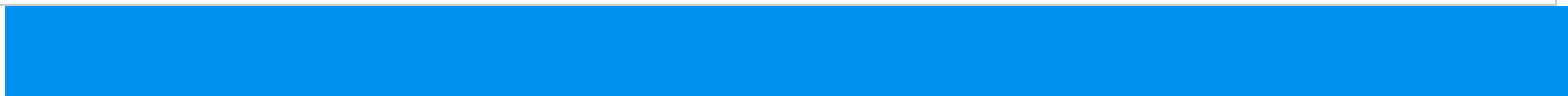
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	2 (50%)	1 (25%)	1 (25%)	0.47	4



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

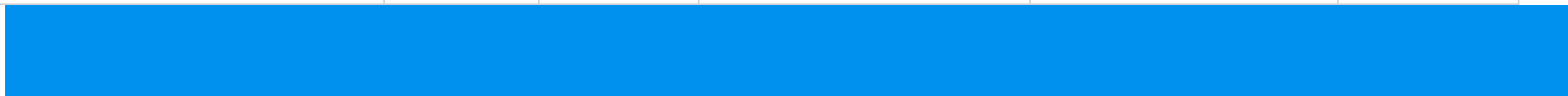
Text Responses

The PFM is always on point when we need to meet the safety hazard for our building.
No one is doing anything about the termite infested walls and the water coming into the building. Also, one of our offices reported an A/C is not safe because it is not secured on the wall, no one has come to bring it down (been weeks).
Not applicable.



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

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	3 (75%)	1 (25%)	0 (0%)	1.25	4



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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

we have rails.

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

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	1 (25%)	3 (75%)	0 (0%)	1.25	4

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

Text Responses

We should actually consolidate, Student services is all over the place and I often get complaints from students they had trouble finding me.

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

Text Responses

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Board, computer and printer!

Everything is adequate except for the internet speed. Helping students take longer than necessary just because the internet is too slow to load their emails and the FAFSA website.

Computers and a printer.

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	2 (50%)	2 (50%)	0 (0%)	0.94	4

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

Text Responses

SmartBoards and some software that'll assist us assist the students.

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
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	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	2 (50%)	1 (25%)	1 (25%)	0.47	4

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

Text Responses

We do inventory at the end of the semester.
I do not get requested to do inventory in my office.
Inventory is done once a semester.

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

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	1 (25%)	0 (0%)	3 (75%)	1.25	4

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

Text Responses

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We always have the MIS assist us on things we dont know how to troubleshoot if google couldn't help us with it. But we are responsible for it.

Not applicable.

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 faaoga i falefaigaluega poo isi kolisi ma iunivesite?):

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	1 (25%)	0 (0%)	3 (75%)	1.25	4

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

Text Responses

Somewhat yes, but we work with whatever we got :)

Not applicable.

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?):

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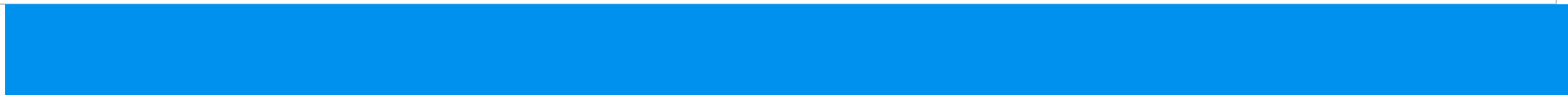
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	4 (100%)	0 (0%)	0 (0%)	1.89	4



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

Text Responses

Anything that'll help expand the horizon in assisting students.
Internet for sure. The speed is too slow.
More updated computers. Laptops maybe.



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
All Data	0 (0%)	2 (50%)	2 (50%)	0.94	4



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

Text Responses

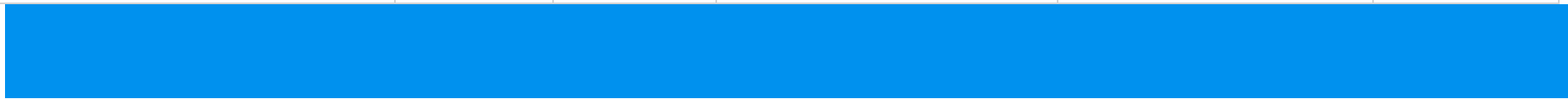
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Never really asked.
I have never seen a budget to work with for Student Services or at least my program.
Not applicable.



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?):

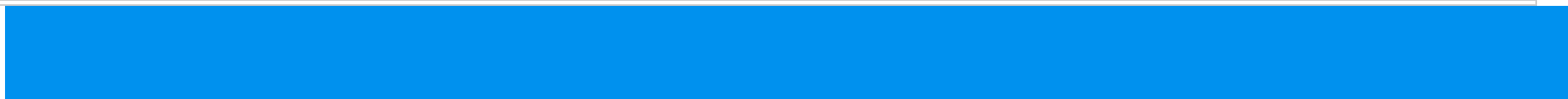
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	0 (0%)	2 (50%)	2 (50%)	0.94	4



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

Text Responses

Never before was the budget mentioned. Or how much budget we have.
Not at all.
Not applicable.



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?):

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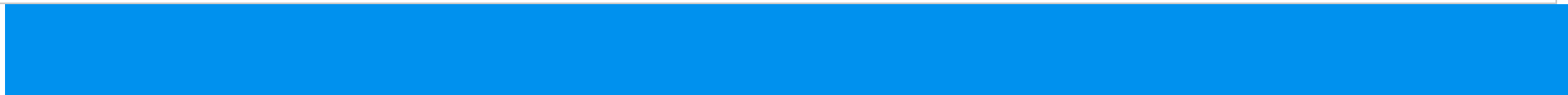
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	0 (0%)	2 (50%)	2 (50%)	0.94	4



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

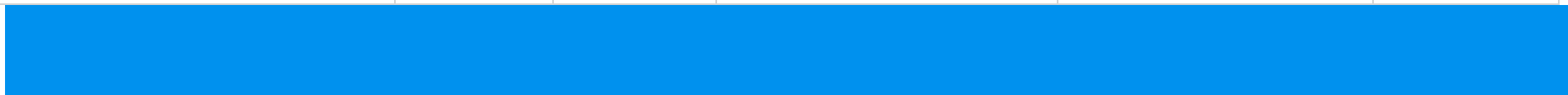
Text Responses

Nothing of the sort.
Not applicable.



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)	Standard Deviation	Responses
All Data	0 (0%)	1 (25%)	3 (75%)	1.25	4



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

Text Responses

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I just hear rumors that our grant will be finished. No one has officially told me anything.

Not applicable.

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 manulauti?):

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	1 (25%)	1 (25%)	2 (50%)	0.47	4

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

Text Responses

I guess it does. But I know we could do so much more.

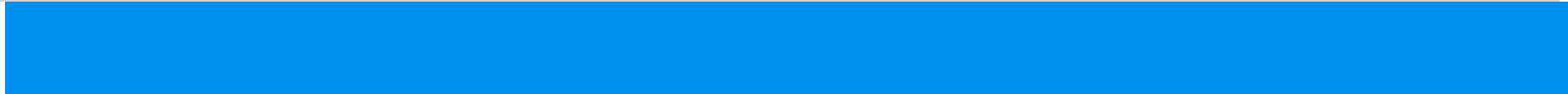
Not applicable.

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)	Standard Deviation	Responses
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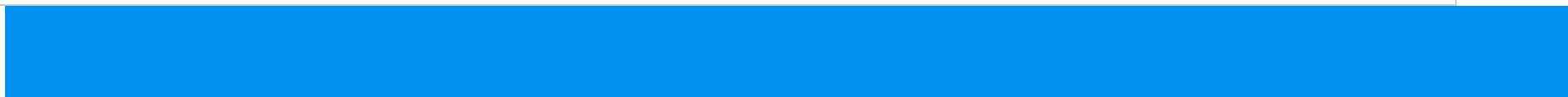
	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	0 (0%)	1 (25%)	3 (75%)	1.25	4



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

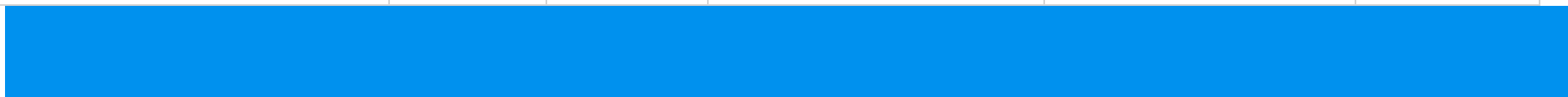
Text Responses

If there is, it is not shared with me.
Not applicable.



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

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	3 (75%)	1 (25%)	0 (0%)	1.25	4



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

Text Responses

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It's hard for me to say yes when the internet speed is so slow. Can't even load basic email sites like Yahoo and Gmail. I wonder what it's like to do research for papers online. Viruses are constantly bugging out the computers. Computers are too slow (processing speed.) Students do not have access to youtube. - There are actually very informational & educational videos. I think they should be available for students. Even educational websites have video links, but students will not be able to watch. Social media sites should also not be blocked. It is a preferred medium to communicate, fast and effective. It should also be the students prerogative to spend time on it or not. It should be the lab monitors job to make sure that they are not using the computers too long when other students that need to use it for work. During slow times, why not let the student use the computer for social media? Also, if the problem is slowing the internet for the whole campus, we should already be connected to ASTCA's broadband internet. What is taking so long? We are an institution of higher learning and the internet speed is not up to par with the rest of the country. ASCC's website still needs upgrading. Also, my devices always warn me that it is not safe to check my email on the amsamoa website.

Computer and the internet service has been the main tool for learning and study.

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

	Available/Accessible (Avanoa/Faigofie ona maua)	Appropriate (Talafeagai)	Current (Tekonolosi o le taimi nei)	Standard Deviation	Responses	Weighted Average

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	Available/Accessible (Avanoa/Faigofie ona maua)	Appropriate (Talafeagai)	Current (Tekonolosi o le taimi nei)	Standard Deviation	Responses	Weighted Average
ASCC Online Systems (Moodle, Compliance Assist, Colleague, Webmail, Website etc.) (Sisitema a le Kolisi Tuufaatasi (polokalama e fai ai vasega)	3 (75%)	1 (25%)	0 (0%)	1.25	4	1.25 / 3
Software (Microsoft Office, SPSS, CAD, Autodesk, etc.) (Poloklama tau komepiuta)	1 (25%)	3 (75%)	0 (0%)	1.25	4	1.75 / 3
Internet Connectivity (speed, etc.) (Fesootaiga tau initaneti)	1 (25%)	2 (50%)	1 (25%)	0.47	4	2 / 3

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	Available/Accessible (Avanoa/Faigofie ona maua)	Appropriate (Talafeagai)	Current (Tekonolosi o le taimi nei)	Standard Deviation	Responses	Weighted Average
						1.67 / 3

Other technologies used (Ma isi tekonolosi faaaoga):

Text Responses

Cameras. Media software, (Final Cut and Photoshop.)

None

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?):

	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses	Weighted Average
Computer Labs (Potu Komepiuta)	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 3
Counseling (All types of Counseling) (Faufautua (Soo se Ituaiga):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 3

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	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses	Weighted Average
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):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 3
Library (Faletusi):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 3
Academic Tutoring (Fesoasoani i meaaoga):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 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):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 3

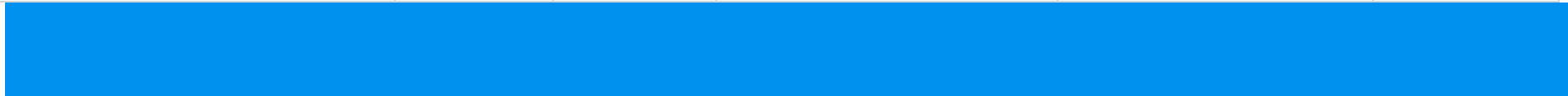
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	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses	Weighted Average
Campus Life (i.e., Security, Extra Curricular, Co-Curricular, etc.) (Olaga Faakolisi: (fa'ata'ita'iga, Malu o le Kolisi, Mataupu/faatinoga faaopoopo ma isi):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 3
Admissions and Records (Application, Transcripts, etc.) (Ofisa Faaulufale ma Faamaumauga (Tusi talosaga, Faamaumauga aloaia o togi maua, ma isi):	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 3
						1 / 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 pui puiga 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):

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	Yes (Ioe)	No (Leai)	Do not know (Leiloa)	Standard Deviation	Responses
All Data	1 (25%)	2 (50%)	1 (25%)	0.47	4



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

Text Responses

Not in our current location, but the previous location we had fire extinguishers and first aid kit.
Barely, just a map outside my office. No first aid and no fire extinguishers.
Not applicable.