ASCC Program Review: Teacher Education
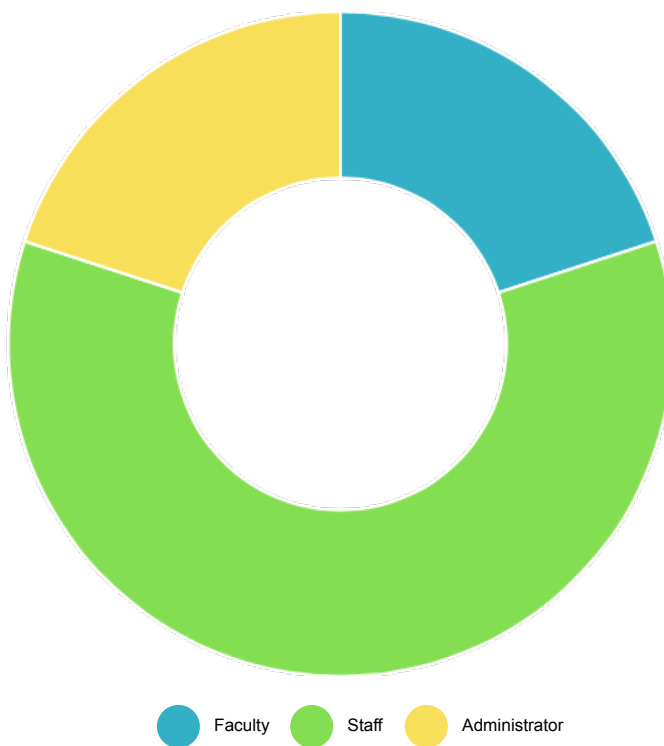
Please indicate your status.

	Faculty	Staff	Administrator	Standard Deviation	Responses
All Data	1 (20%)	**3 (60%)**	1 (20%)	0.94	5

Faculty   Staff   Administrator

3. List the outcomes for your Dept/Prog/Div: (Lisi mai Matāti'a Ausia (Vaega poo Tikeri) mo lau matagaluega/polokalama/Vaega:)

Text Responses

*ASSOCIATE OF ARTS WITH AN EMPHASIS IN ELEMENTARY EDUCATION (AA)

*BACHELOR OF EDUCATION IN ELEMENTARY EDUCATION (B.ED.)

Associate of Arts Emphasis in Education
Bachelors in Education

Expected Outcome 1: TED will provide exemplary instructional and advisory services to students in 4 Year Program. (Created on 10/09/13)

Expected Outcome 2: TED faculty and staff will provide adequate technical support services to students in 4 Year Program. (Created on 10/09/13. This was revised.

Expected Outcome 3: TED Administration, faculty, staff will continue to build and strengthen community relationships with external stakeholders; ASDOE, Private Schools, ASG Government Agencies. (Created on 10/09/13).

Expected Outcome 4: TED Administration, faculty, staff and students will continue to work towards meeting the criterion and standards of both the WASC Junior and Senior Commission for Accreditation. (Created on 10/09/13)

Provide exemplary instructional and advisory services to students in 4 year program.

Build and strengthen community relationships with external stakeholders; ASDOE, Private Schools, ASG Government Agencies.

Work towards meeting the criterion and standards of both the QASC Junior and Senior Commission for accreditation

PLO 1: Competence in Content and Pedagogy
PLO 2: Competence in the Samoan Language and Culture
PLO 3: Competence in Technology
PLO 4: Competence in Student Diversity
PLO 5: Competence in Meaningful Learning Experiences
PLO 6: Competence in Assessment
PLO 7: Competence in School and Community Relationships
PLO 8: Competence in Professionalism

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

Our mission supports the college's mission in its service to provide for job market and to ensure that quality education is provided for in the area of teaching;

1. Prepare and provide ongoing professional development of Early Childhood Education and Elementary Education teachers at the undergraduate level.

2. Apply knowledge in education that is research based, innovation and appropriate for the American Samoa society.

3. Provide service for and support to the local and regional education communities.

Our mission and outcomes support our Institution in that it ensures that quality instructional delivery is met, that students are given exemplary preparation for the workforce in the area of elementary teaching and that students also kept aware of their cultural heritage and language. The 8 pillars of the B.Ed. program are in alignment with the mission of the college in that there are courses for Samoan Language, Technology, Global Awareness and Content. The student teacher that graduates with a B.Ed. degree from ASCC is well prepared for the classroom and is clearly a product of the mission of ASCC as evidenced by the exceptional leadership and skill demonstrated in the classroom they will eventually teach for ASDOE or off-island.

TED aims to equip all in-service teachers and pre-service teachers with the knowledge, skills and competency to become exceptional in their field.

We prepare teachers for the workforce or for transfer to higher education institutions outside of American Samoa. We also help to foster the Samoan culture in our program.

1a. Does the prog/dept/div 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)	don't know (leiloa)	Standard Deviation	Responses
All Data	**5 (100%)**	0 (0%)	0 (0%)	2.36	5

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

Text Responses

Faculty Evaluation
Student Satisfaction Survey; are evaluated every ending of semester.

The TED Department distributes its own program survey with questions relevant to the program and services offered by the department. The survey also asks questions about the faculty, their preparation and academic advising. These surveys are given after each semester and during the summer sessions (ASDOE/TED sessions) All surveys are then turned over to IE for their assistance in analyzing the collected surveys.

Surveys are completed at end of every semester and Dean has one on one evaluation with faculty and staff.

We are constantly assessing our courses to assure the learning objectives set out by the courses are being taught and taught well.

2. How does your dept/prog/divsupport student learning and achievement? (E faapefea ona lagolago e le tou matagaluega/polokalama/vaega aoaoga ma tulaga ausia a tagata aooga?)

Text Responses

The teacher has acceptable level of knowledge and skills of the central concepts, tools of inquiry, and structures of the discipline that he or she teaches and creates learning experiences that make aspects of the subject matter meaningful for students.

Transcript and courses the students take

Our department supports student learning and achievement in that it strives to promote student learning outcomes and achievement in all program courses and all TED activities.

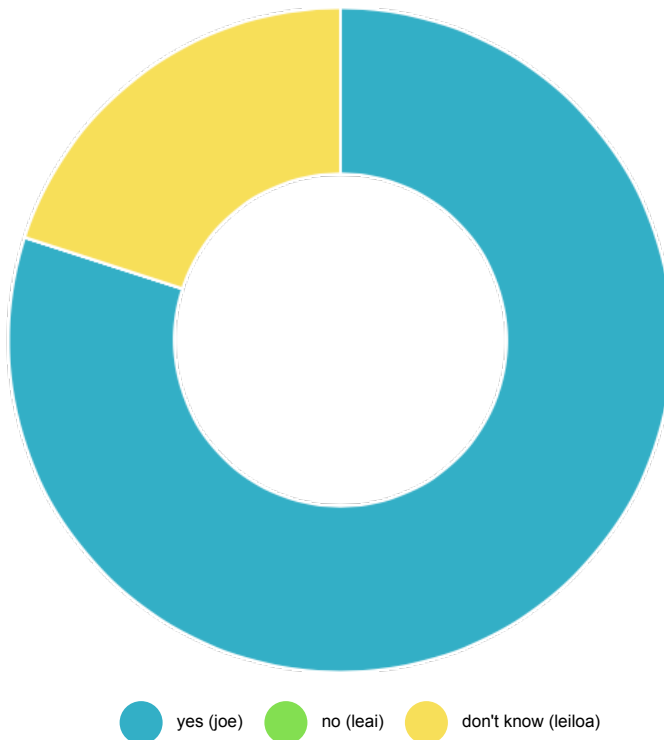Provide courses that will make students better teachers.

We provide advisement and counseling for our students. We encourage them to succeed. We provide computer labs for them to do their work and also accommodate them so that their programs progress smoothly.

3. Check the following used for evaluating the effectiveness of the dept/prog/div: 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	No	Please explain:	Standard Deviation	Responses	Weighted Average
Annual Reports (Ripoti faaletausaga: Ioe pe Leai, Faamolemole faamatala.)	5 (100%)	0 (0%)	0 (0%)	2.36	5	1 / 2
Quarterly Reports (Ripoti faalekuata. Ioe pe Leai, Faamolemole faamatala)	4 (80%)	1 (20%)	0 (0%)	1.7	5	1.2 / 2
Bi-weekly Reports (Ripoti tai lua vaiaso. Ioe pe Leai, Faamolemole faamatala).	5 (100%)	0 (0%)	0 (0%)	2.36	5	1 / 2
Student Learning Outcomes (Agavaa Ausia Tagata Aooga. Ioe pe Leai, Faamolemole faamatala)	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 2
Institutional Strategic Plan (Fuafuaga Faataatia Kolisi. Ioe pe Leai, Faamolemole faamatala)	3 (75%)	1 (25%)	0 (0%)	1.25	4	1.25 / 2
Performance Evaluation (Iloiloga o Galuega Faatino. Ioe pe Leai, Faamolemole faamatala)	5 (100%)	0 (0%)	0 (0%)	2.36	5	1 / 2
Program Review (Iloiloga o Polokalama. Ioe pe Leai, Faamolemole faamatala)	3 (75%)	1 (25%)	0 (0%)	1.25	4	1.25 / 2
Course Evaluation (Suesuega o Mataupu. Ioe pe Leai, Faamolemole faamatala)	5 (100%)	0 (0%)	0 (0%)	2.36	5	1 / 2
Student Satisfaction Survey (Suesuega Lotomalie Tagata Aooga. Ioe pe Leai, Faamolemole faamatala)	5 (100%)	0 (0%)	0 (0%)	2.36	5	1 / 2
Fact Sheets (Pepa o Faamatalaga Moni. Ioe pe Leai, Faamolemole faamatala)	3 (75%)	1 (25%)	0 (0%)	1.25	4	1.25 / 2
Other Evidence (Nisi faamaumauga. Ioe pe Leai, Faamolemole faamatala)	4 (100%)	0 (0%)	0 (0%)	1.89	4	1 / 2
						1.08 / 2

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	4 (80%)	0 (0%)	1 (20%)	1.7	5

yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

Contracts are renewed.

Yes, the evaluation process has helped a great deal in that it has given opportunities for open discussion and pin pointed areas of need for improvement.

We have used evaluations to consider those who teach adjunct for our program. We have also used the info from surveys to help supply teachers with the necessary equipment for their classes.
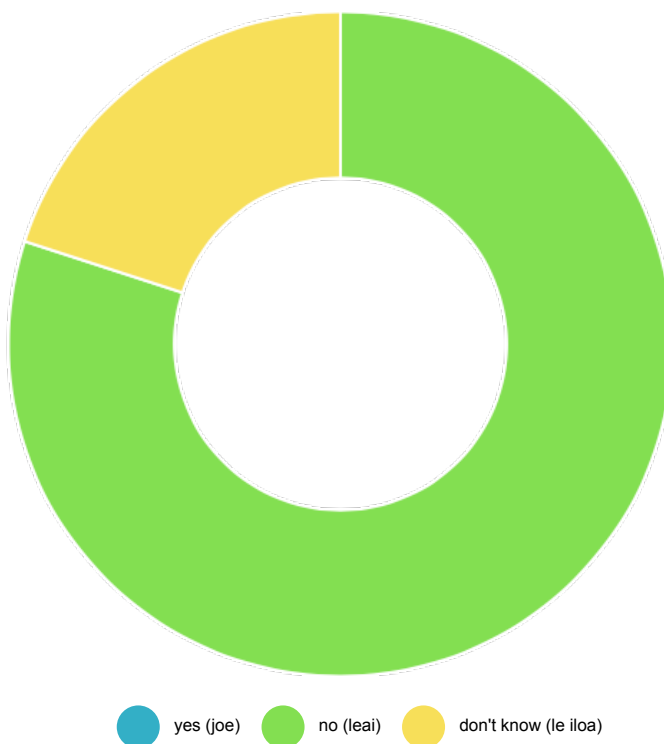
2. What outcomes did these improvement help achieve? Please explain: (O a ni matātiʻa na mafai e nei faaleleiga ona ʻausia? Faamolemole faamatala)

Text Responses

Having a big number of enrollment.

Giving out surveys

All our outcomes for TED have been improved due to evaluation.

The delivery of our courses are better because of the results of our surveys.

3a. Where there any recommendations from the previous Divisional Assessment (2014) that were not completed/acted on in the past year? (Na iai ni fautuga mai le Suesuega a le Vaega e le'i mafai ona faia i le tausaga talu ai?)

	yes (joe)	no (leai)	don't know (le iloa)	Standard Deviation	Responses
All Data	0 (0%)	**4 (80%)**	1 (20%)	1.7	5

yes (joe)   no (leai)   don't know (le iloa)

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

Text Responses

I am not aware of any that were not acted upon or improved.

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

Text Responses

9 BA graduates and 5 Spring 2015.

More graduates from the program

Graduated 5 B.Ed. students; total 9 graduates from the B.Ed. Program.

Enrollment in education field has risen

We are maintaining our assessment strategies in order to assure our courses are running smoothly. We collect data and are constantly using them to improve.

1a. Does your dept/prog/div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	5 (100%)	0 (0%)	0 (0%)	2.36	5

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

Text Responses

Our department meeting open discussions.

Faculty input is documented via department minutes. Concerns from faculty are taken into account and changes made accordingly.

Department meetings are held and decisions are made to improve programs and SOPs are written up

Our boss takes things very seriously. Whenever there's a need, she will see to it that something is done to meet it.

2a. Are Dept/Prog/Div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	5 (100%)	0 (0%)	0 (0%)	2.36	5

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

Text Responses

Via email, ext. and dept. meetings.

Yes, there is an orientation of SOP's at the beginning of each academic year.

We constantly meet during the semesters to update everyone and to train our faculty.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**4** **(80%)**	0 (0%)	1 (20%)	1.7	5

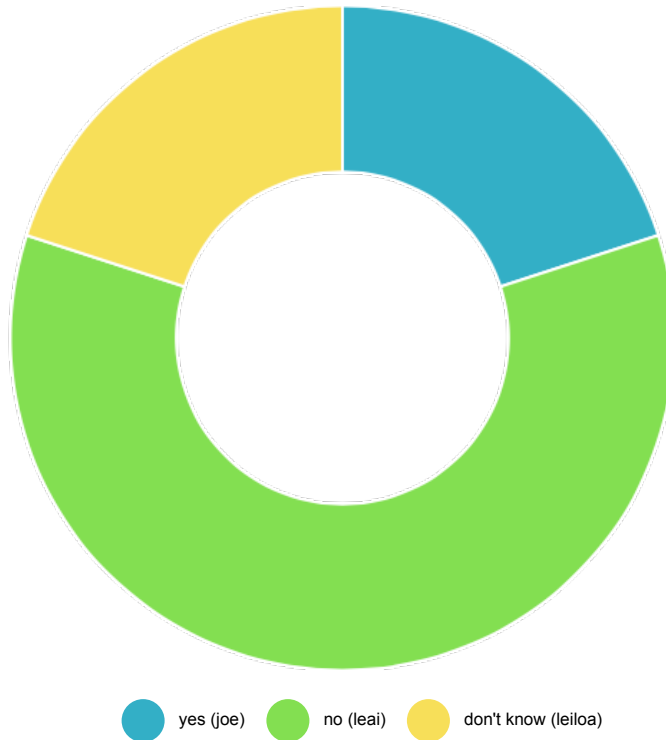yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

created files for Staff and Faculty and all confidential document.

Minutes are kept and all minutes of department are sent to the AD of AA.

The things that need attention are given first priority.

1a. Is the Number of personnel adequate to support your Dept/Prog/Div? (O fetaui le fuainumera o tagata faigaluega mo le lagolagoina o lau matagaluega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (20%)	**3** **(60%)**	1 (20%)	0.94	5

● yes (joe)   ● no (leai)   ● don't know (leiloa)

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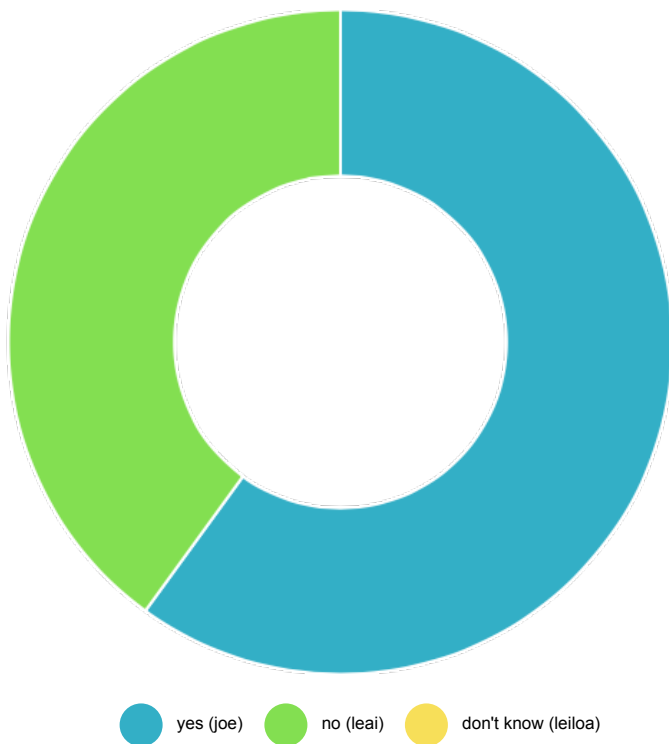
Text Responses

Need to bring on two more faculty members.

I feel we need more qualified faculty that can help improve and make the offered courses more meaningful and useful for pre/in service teachers

So far, we have enough staff members. We may need a few more faculty to help eliminate the problems with adjuncts.

2a. Do personnel possess all specialized skills or credentials required to support the Dept/Prog/Div? (Ua iai i tagata faigaluega agavaa poo tomai tau aoga o loo manaomia i le lagolagoina o le polokalama? Ioe pe Leai pe Ou te le iloa.)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**3** **(60%)**	2 (40%)	0 (0%)	1.25	5

● yes (joe) ● no (leai) ● don't know (leiloa)

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

Text Responses

All have Masters degrees in their specific content area of expertise. There is 1 Ph.D. faculty and 4 Masters degree holders. The Dean has a Ph.D. as well.

Some of faculty should not be teaching at college level.

We have some very eligible staff members.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**5** **(100%)**	0 (0%)	0 (0%)	2.36	5

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

Text Responses

documented and log in individual faculty and staff files.
copy is available on Performance Evaluation.

All personnel files are updated each year and updated with HR.

So far, I think all the files are updated.

4a. Are all personnel in this Dept/Prog/Div 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?)

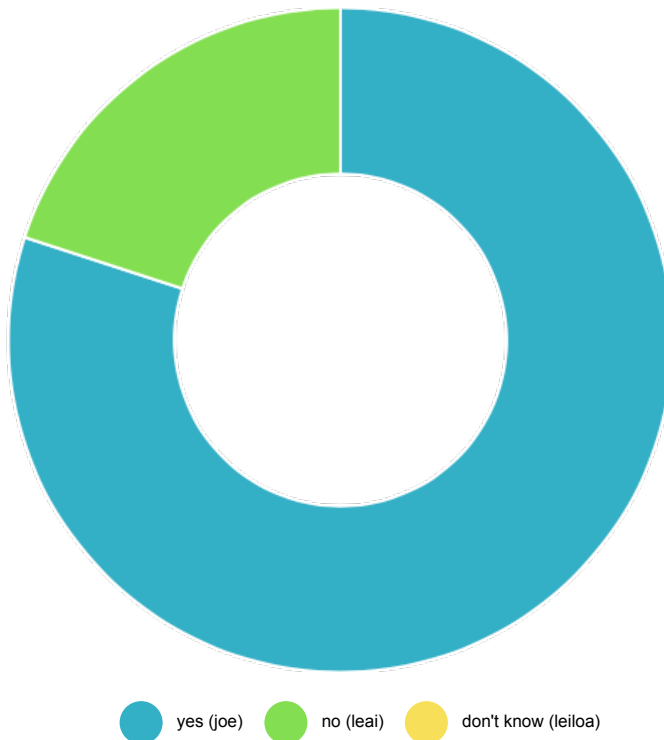|	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**5** **(100%)**	0 (0%)	0 (0%)	2.36	5

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

Text Responses

Student files are locked in cabinets.
Students are advised by their advisers one in one in their office.

All personnel files are kept on file with HR.

As staff I keep all student information confidential

The staff we have are people that we trust.

5. Does your dept/prog/div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	4 (80%)	1 (20%)	0 (0%)	1.7	5

● yes (joe) ● no (leai) ● don't know (leiloa)

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

Text Responses

Recruiting.
Travels
Workshop.
School Visits.

The staff are very supportive of us faculty.

Are you a full time or Part Time employee?

	Full Time	Part Time	Standard Deviation	Responses
All Data	5 (100%)	0 (0%)	2.5	5

Number of Courses you teach:

Text Responses

I teach one course every semester for the B.Ed. Program.

3 courses with an extra class if a teacher is needed.

Degrees, Coursework, and or Publications

Text Responses

B.A. Secondary English, Education
M.Ed. Curriculum and Instruction, Reading, LA
M.Ed. Private School Principalship
Ph.D. Teaching and Learning, Reading, Curriculum

Taught all grades from K- Masters degree level, College level

Positions held:
Elementary Principal
High School Principal
Curriculum Specialist
Director of Catholic Schools
Elementary Teacher
High School Teacher
Vice Principal

Ph.D. in Education specializing in Teaching and Learning

Other Qualifications not listed in previous question:

Text Responses

I teach choirs and courses in Church and the community.

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

Text Responses

*Member of Curriculum Committee
*Member of Marketing Committee
*Member of Registration Committee
*Member of Accreditation teams, Staffing, Academic Excellence,

*Member of the Catholic Board of Education
*International Community Chairperson for St. Joseph the Worker Co-Cathedral
*Choir member for STJW
*CCD teacher for STJW
*Lector for STJW
*Eucharistic Minister for STJW

Curriculum Committee
Assessment Committee
Church Committees
Village Council

1a. Have faculty/staff in the dept/prog/div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**4** **(80%)**	1 (20%)	0 (0%)	1.7	5

yes (joe) no (leai) don't know (leiloa)

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

Text Responses

Workshop, Committees meetings, and Trainings

Faculty members on Faculty Senate, IPECC Core Committee, Assessment Committee, Curriculum Committee

Faculty members have all attended assessment workshops off-island for ACCJC and Senior Commission.

Dean has attended ARC Conferences for 4 Year Programs.

Our faculty are constantly attending off-island conferences concerning WASC and also assessment.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	2 (40%)	**3 (60%)**	0 (0%)	1.25	5

yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

Continued leadership conferences for Teacher Preparation Programs. Not unmet but need to continue to keep leadership in tune with higher education teacher prep programs and 4 year programs.

should be more training for staff members

Not aware of any unmet needs.

3a. Are faculty/staff evaluated on an annual basis by the immediate Supervisor (i.e.Director, Dean, Vice-President, Chairperson)? (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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**5** **(100%)**	0 (0%)	0 (0%)	2.36	5

3b. Please explain:

Text Responses

Dean is evaluated by the VP of Academic Affairs every year.

We get to be evaluated every year.

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 (joe)	no (leai)	don't know (leiloa)	Responses
All Data	**5** **(100%)**	0 (0%)	0 (0%)	5

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

Text Responses

Our evaluations are always done on time.

1. Briefly describe the facilities occupied by your Dept/Prog/Div (ie. 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

TED 1-2
Room 10
TE1 Lab
M7-A-C

Five classrooms, 2 labs and 1 mini lab, 2 buildings with eight offices

TED department occupies two buildings in the upper campus; M7 and M8. There are also two TED classrooms located in the lower quad area for TED courses and Room 10 for ED 240 courses. Currently the two TED rooms are shared with the AA side for other department courses.

TED has 3 computer labs equipped with iMacs, 5 classrooms and one equipped with a smart board.
Two buildings housed with offices for staff and faculty.
Learning center at the college library with computers

We have sufficient rooms for our courses. They are spacious and are ample to accommodate any numbers that we have in our courses.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	3 (60%)	2 (40%)	0 (0%)	1.25	5

yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

Computers are available from 7:30am-4:00pm daily.
Smart Board in Rm 10.
Classroom spaces

Not enough space for students

Yes, TED has adequate building and facilities needed to meet its mission at this time.

Need smart boards in other classrooms

We have enough rooms for our courses. We may need a few more computers to accommodate our numbers.

3a. Does the institution operate and maintain physical facilities that are adequate to serve the needs of this dept/prog/div? (O faaaoga ma tausi e le aoga ni fale/potu e talafeagai e tautuaina le mana'oga o le matagaluega/polokalama/vaega. Ioe pe Leai poo le Ou te lē iloa)

	yes (joe)	no (leai)	don't know (leiloa)	Responses
All Data	3 **(60%)**	2 (40%)	0 (0%)	5

yes (joe)　　no (leai)　　don't know (leiloa)

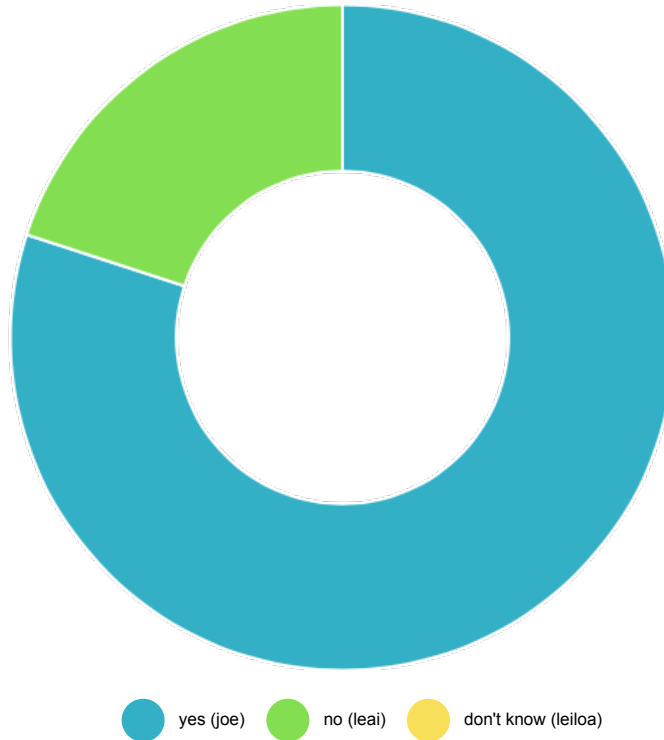## 3b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

PFM-Job Order
MIS-Work Order
Procurement-Purchase Order

Yes, janitorial services are provided on a daily basis and TED also help to keep the facilities clean.

WE need more computers to help our students.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**4** **(80%)**	1 (20%)	0 (0%)	1.7	5

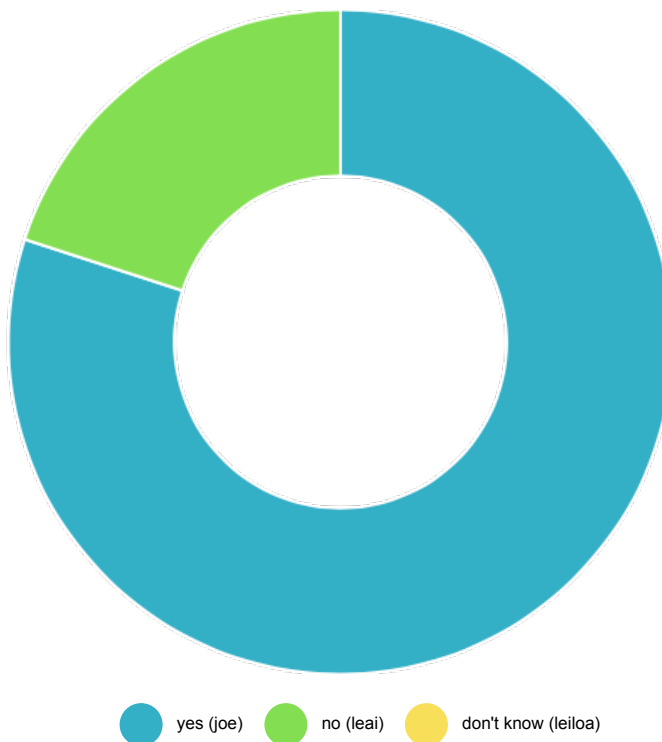yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

Daily cleaning and Security office

Yes, there are SOP's from divisions to ensure that the campus is kept clean, that it is safe and secure for all workers.

Our institution is very supportive.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**4** **(80%)**	1 (20%)	0 (0%)	1.7	5

yes (joe)   no (leai)   don't know (leiloa)

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)
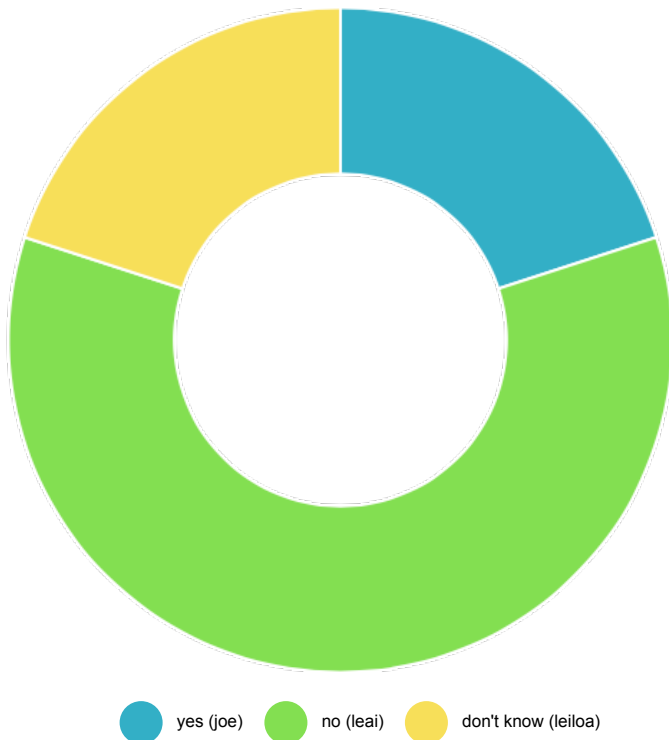
Text Responses

There is no space in our building

Yes, there are SOP's for those with disabilities and various ramps for those with wheelchairs. Software is also available for the blind to help them with their courses.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	1 (20%)	**3** **(60%)**	1 (20%)	0.94	5

yes (joe)　　　no (leai)　　　don't know (leiloa)

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

1. Briefly describe current equipment used by your dept/prog/div 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:)

Text Responses

XEROX, Printer, Computer, Projector, Laptops, (1) Smart Board and Vehicle.

Computers, printers, Xerox machines, desks

All current equipment used is adequate for program needs at this time. Orders are being placed for more projectors.

PCs, iMacs, xerox machines, scanner, smartboard, laptops, printers, projectors

We need computers and projectors to help with our class presentations.

2a. Are additional equipment required to support the dept/prog/div? (O moomia nisi meafaigaluega e lagolago ai le matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**4** **(80%)**	1 (20%)	0 (0%)	1.7	5

yes (joe)　　　no (leai)　　　don't know (leiloa)

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

Text Responses

Smart Boards

Need for more projectors. An order is being made for two SMARTBOARDS for TED classrooms.

need a couple more smartboards for TED 1 & 2 classrooms and one in main TE 1 lab

computers
projectors
smart boards

3a. Does the div/dept/prog account for its equipment through regular inventory? (O mataitū lelei e le matagaluega/polokalama/vaega ana meafaigaluega, e ala i ana suega oloa faavaitau?

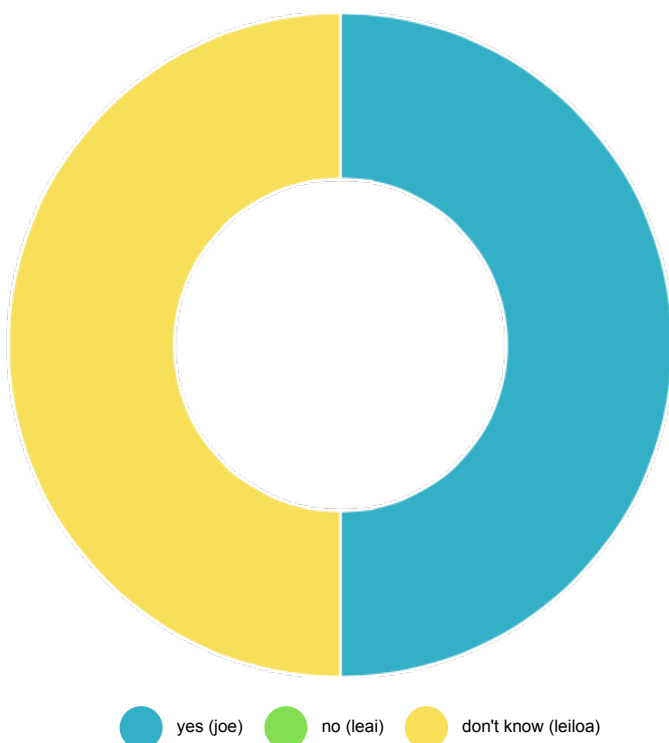|	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**5** **(100%)**	0 (0%)	0 (0%)	2.36	5

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

Text Responses

Procurement conducts a yearly inventory of all equipment.

Business office takes annual inventory of TEDs equipment

We are constantly having inventories of our equipment.

4a. Does the div/dept/prog account for preventive maintenance of its equipment? (O nofo tapena le matagaluega/polokalama/vaega aua le puipuiga ma le faaleleia o ana meafaigaluega. Ioe pe Leai pe Ou te lē Iloa. Faamolemole faamalamalama mai.)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**2** **(50%)**	0 (0%)	2 (50%)	0.94	4

yes (joe)   no (leai)   don't know (leiloa)

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

5a. Is the equipment used by this dept/prog/div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**4** **(80%)**	1 (20%)	0 (0%)	1.7	5

yes (joe)   no (leai)   don't know (leiloa)

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

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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**4** **(80%)**	1 (20%)	0 (0%)	1.7	5

yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

computers, and Net

students should be capable of using smartboards to better teach pupils in classrooms. Technology should always be updated when new inventions/improvements are available

Some computers need to be updated.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	4 **(80%)**	1 (20%)	0 (0%)	1.7	5

yes (joe)   no (leai)   don't know (leiloa)

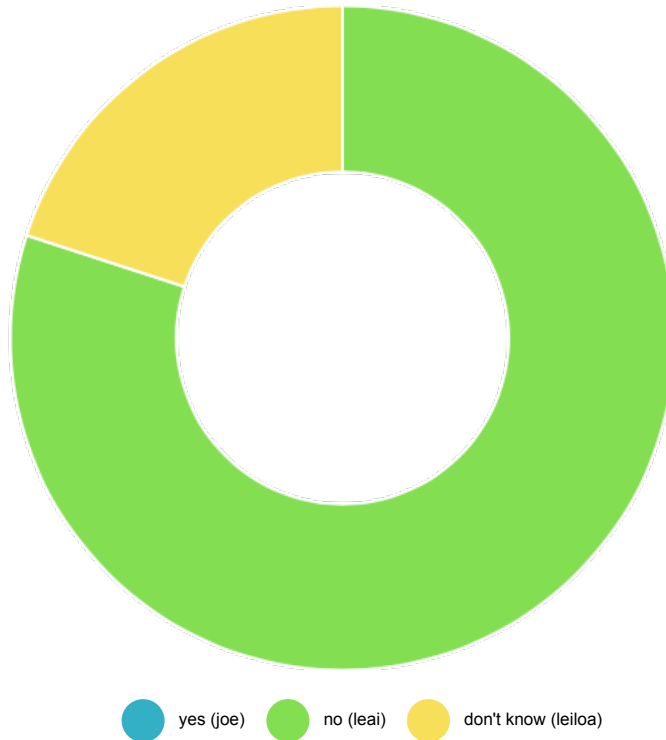## 1b. Please explain: (Fa'amolemole fa'amatala)

Text Responses

The Business Office has TED budget on WedAdvisor and is accessible to the Dean of TED. In addition, all budgets are given to Dean for review and planning at the end of each year; usually June/July to prepare for new academic year.

Our boss tries to be transparent with our budget.

2a. Are faculty/staff involved in div/dept/prog annual budget planning? (O ʻauai faiaoga/ʻau faigaluega i le fuafuaina o le tala i le tupe faaletausaga a le matagaluega/polokalama/vaega?)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	0 (0%)	**4 (80%)**	1 (20%)	1.7	5

yes (joe)　　　no (leai)　　　don't know (leiloa)

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

Text Responses

The Dean plans the budget for the year using past reports on budget, but certain areas of the budget is shared with faculty, but not all areas such as personnel.

3a. Does the dept/prog/div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	0 (0%)	**3 (60%)**	2 (40%)	1.25	5

yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

Account Analysis and Dean of TED

The Business Office does that for TED.

I'm not sure of any participation in this.

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

	yes (ioe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	3 (60%)	0 (0%)	2 (40%)	1.25	5

yes (ioe)   no (leai)   don't know (leiloa)

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

Text Responses

Thus far, there is adequate financial support with the funding from grants.

I know we have sufficient for our needs now. But, in the near future, I'm not sure.

5a. Does the dept/prog/div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	4 (80%)	1 (20%)	0 (0%)	1.7	5

yes (joe)　　no (leai)　　don't know (leiloa)

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

Text Responses

Budget is planned according to program needs and its mission in alignment with activities for the year.

Our boss is very careful with our budget.

6a. Does the dept/prog/div 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 (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	3 (60%)	2 (40%)	0 (0%)	1.25	5

● yes (joe)   ● no (leai)   ● don't know (leiloa)

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

Text Responses

Priority is to continue to offer quality courses for the B.Ed. Program. Thus, personnel budget is key and to continue to provide program needs such technology and materials for students in the program. The program continues to ensure that qualified faculty is hired for the B.Ed. program, materials and tech needs are met and activities planned to ensure that student needs are being met as well.

We make sure our immediate needs are met.

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

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	5 (100%)	0 (0%)	0 (0%)	2.36	5

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

Text Responses

Technology is one of the pillars in our program.

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
ASCC Online Systems (Moodle, Compliance Assist, Colleague, Webmail, Website etc.) (Sisitema a le Kolisi Tuufaatasi (polokalama e fai ai vasega)	5 (100%)	0 (0%)	0 (0%)	2.36	5	1 / 3
Software (Microsoft Office, SPSS, CAD, Autodesk, etc..) (Poloklama tau komepiuta)	3 (60%)	1 (20%)	1 (20%)	0.94	5	1.6 / 3
Internet Connectivity (speed, etc.) (Fesootaiga tau initaneti)	3 (60%)	1 (20%)	1 (20%)	0.94	5	1.6 / 3
						1.4 / 3

Other technologies used:(Ma isi tekonolosi faaaoga)

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?)

	Computer Labs (Potu Komepiuta)	Counseling (All types of Counseling) (Faufautua (Soo se Ituaiga)	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)	Library (Faletusi)	Academic Tutoring (Fesoasoani i meaaoga)	Academic Advising (ex. Online Information, Faculty Availability) (Faufautua i mataupu tau'ave (ftg. Faamatalaga i le Upega, avanoa of aiaoga)	Campus Life (ex. Security, Extra Curricular, etc.) (Olaga Faakolisi: (ftg. Malu o le Kolisi, Mataupu/faatinoga faaopoopo ma isi)	Admissions and Records (Application, Transcripts, etc.) (Ofisa Faaulufale ma Faamaumauga (Tusi talosaga, Faamaumauga aloaia o togi maua ma isi)	Responses
All Data	5 (100%)	5 (100%)	4 (80%)	4 (80%)	5 (100%)	5 (100%)	4 (80%)	4 (80%)	5

● Computer Labs (Potu Komepiuta)   ● Counseling (All types of Counseling) (Faufautua (Soo se Ituaiga)

● 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)

● Library (Faletusi)   ● Academic Tutoring (Fesoasoani i meaaoga)

● Academic Advising (ex. Online Information, Faculty Availability) (Faufautua i mataupu tau'ave (ftg. Faamatalaga i le Upega, avanoa of aiaoga)

● Campus Life (ex. Security, Extra Curricular, etc.) (Olaga Faakolisi: (ftg. Malu o le Kolisi, Mataupu/faatinoga faaopoopo ma isi)

● Admissions and Records (Application, Transcripts, etc.) (Ofisa Faaulufale ma Faamaumauga (Tusi talosaga, Faamaumauga aloaia o togi maua ma isi)

1a. Does your dept/prog/div help to ensure safety awareness and emergency procedures for its personnel, students and community? (ex. 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? (ftg. Fagu tineimu, fuafuaga faataatia mo le tuua o le nofoaga, Fesoasoani Muamua, ma isi)

	yes (joe)	no (leai)	don't know (leiloa)	Standard Deviation	Responses
All Data	**3** **(60%)**	2 (40%)	0 (0%)	1.25	5

yes (joe)   no (leai)   don't know (leiloa)

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

Text Responses

TED have none listed above.

I do not see any in our office building