

NOV 09 2012

Thomas A. Morrison
Director
Bureau of Statistics and Plans
Post Office Box 2950
Hagatna, Guam 96932

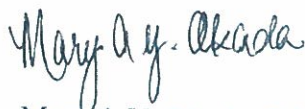
Dear Mr. Morrison:

The total cost of providing services at Guam Community College to immigrants from the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau is contained in the attached report. Analysis of enrollment and financial data revealed that the total cost of providing services to Compact persons in fiscal year 2012 is **\$2,117,568** by credit hours - a 7.43% increase, when compared to last year's cost (\$1,971,125), directly related to the cost of providing more classes and student related services students.

The attached Annual Compact Report includes the Executive Summary, Narrative that describes services the College provided, method used to identify Compact persons, cost of services rendered, and activities to serve Compact persons.

If you should need additional information, please contact Doris U. Perez, Assistant Director for Planning and Development, at 735-5517 or via e-mail (doris.perez@guamcc.edu).

Sincerely,



Mary A.Y. Okada, Ed.D.
President



**Impact of the Compact of Free Association
On
Guam Community College
Fiscal Year 2012**

EXECUTIVE SUMMARY:

GCC will continue to expand services to students as evident by the number of new courses and buildings established during the year. Most noteworthy is the college's ability to maintain its fiscal accountability and accreditation status. While the Office of Public Accountability continues to designate GCC as a "low-risk" auditee, the Accrediting Commission for Community and Junior College, Western Association of Schools and Colleges (ACCJC-WASC) reaffirmed GCC's accreditation status for six years – through spring 2018¹ further confirming GCC's ability to provide quality education and job training.

The culmination of the accolades cited above is evident as enrollment, of Compact persons attending college at GCC, increased along with the number of credit hours of instruction, 2.0% and 5.8%, respectively.

The following provides a description of services, method used to compile data, and the cost of providing services to Compact persons during the reporting period.

¹Accrediting Commission for Community and Junior Colleges, Commission President letter, July 2012

SERVICES OF THE COLLEGE:

As stated in GCC's mission statement – *“to be a leader in career and technical workforce development by providing the highest quality education and job training in Micronesia”* – GCC continues to offer a vast variety of community and Continuing Education courses, an Apprenticeship program – approved and registered with the Bureau of Apprenticeship and Training, US Department of Labor, and short-term specialized training, education, and services all focused to develop and increase Guam's workforce. GCC also offers several literacy courses related to Family Literacy, English as a Second Language, Adult Basic Education, and Adult High School – allowing adults the opportunity to obtain a high school or GED® diploma and furthering their education for employment.

Highlights of activities during this reporting period include the offering of an Associate of Science in Civil Engineering Technology along with eight new courses (Statistics, Hydraulics, Introduction to Linux, Creating an Online Environment Using Moodle, Guam History, Introduction to Physical Geology, Introduction to Theater, and Water Supply and Hydrology).

In addition to academic activities, GCC's facilities also continue to expand as it proudly opened the Student Center – a 22,000 square foot two-story facility – outfitted with a plaza, a student square, lounge, meeting rooms and offices for student related services such as the Center for Student Involvement, Health Services, Project AIM, and the Center for Civic Engagement. Earlier this month, renovated Foundation Building also opened its door. This building will now house adult education programs, a computer lab (English as a Second Language), computer test centers (CASAS (Comprehensive Adult Student Assessment Systems) and GED®), a café, the bookstore, conference rooms, classrooms and offices.

Since 1979, GCC continues to proudly uphold the Accrediting Commission for Community and Junior College, Western Association of Schools and Colleges (ACCJC-WASC) accreditation status. In July 2012, the Accrediting Commission for Community and Junior Colleges, Western Association for Schools and Colleges reaffirmed GCC's accreditation status for six years – through spring 2018.² Reaffirmation validates GCC's mission of providing quality education and job training.

Equally important to maintaining its accreditation status is the college's ability to demonstrate fiscal accountability. The Office of Public Accountability continues to render an unqualified or clean opinion on GCC's Financial Statements and Reports on Compliance and Internal controls designating GCC as a “low-risk” auditee for the eleventh consecutive fiscal year.³

Along with these accomplishments, GCC continues to maintain affiliations regionally and nationally giving students the opportunity to transfer courses from high school (Dual Credit Articulation Program of Study) to GCC's postsecondary programs or to other 4-year universities such as the University of Guam, Chaminade University of Honolulu, and the Hawaii Pacific University all governed by the ACCJC-WASC or the Accrediting Commission for Senior Colleges and Universities.

METHOD USED TO IDENTIFY COMPACT PERSONS:

GCC continues to apply the same method used to identify Compact persons. Every student registered at GCC is asked to indicate his/her ethnicity on a Student Information Form. Seven

²Accrediting Commission for Community and Junior Colleges, Commission President letter, July 2012.

³ Guam Community College FY2011 Financial Highlights, Office of the Public Accountability Guam

ethnic origins are used to identify Micronesian students (Kosraean, Marshallese, Palauan, Pohnpeian, Chuukese, and Yapese) on the Student Information Form.

Aggregate student information data for this report was extracted from GCC's fully integrated data base system.

Table 1, Compact Persons FY2012, below describes each ethnic origin with its corresponding number of persons enrolled and number of credit hours of instruction by Compact persons at GCC over the past year. Data, for this table, include students from the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau.

Table 1 Compact Persons FY2012		
Ethnic Origin	Number of Persons By	
	Enrollment	Credit Hours of Instruction
Chuukese	222	1,905
Palauan	60	535
Yapese	54	508
Pohnpeian	42	382
Kosraean	15	113
Marshallese	7	52
TOTAL	400	3,495

GCC Institutional Researcher – November 2012

Similar to last year, Chuukese comprised the largest Compact enrollment followed by Yapese, and Palauan, FA2011 – 211, 39, and 76, respectively.

When compared to fall 2011, fall 2012 postsecondary enrollment showed a slight decrease (FA2011-2,556 and FA2012-2,546 or -.39%⁴) while enrollment for Compact persons increased by 2% during the same period (FA2011-392 and FA2012-400) (Table 2, Ethnic Origin by Enrollment Percent Change). More specifically, between fall 2011 and 2012, Yapese (39 to 54, respectively) and Kosraean (13 to 15) made up most of the increase (38.5% and 15.4%, respectively) while the largest decline came from Marshallese (11 to 7 or -36.4%) and Palauan (76 to 60 or -21.1%); Pohnpeian experienced no change (42 to 42).

Table 2 Ethnic Origin by Enrollment Percent Change			
Ethnic Origin	Enrollment		Percent Change
	2011	2012	
Yapese	39	54	38.5%

Table 2			
Ethnic Origin by Enrollment Percent Change			
Ethnic Origin	Enrollment		Percent Change
	2011	2012	
Kosraean	13	15	15.4%
Chuukese	211	222	5.2%
Pohnpeian	42	42	0%
Palauan	76	60	-21.1%
Marshallese	11	7	-36.4%
TOTAL	392	400	2.0%

The overall total Credit Hours of Instruction for postsecondary revealed a slight increase (.29%) from 30,217 to 30,304 (FA2011 and FA2012, respectively) while the overall for Compact persons increased by 5.8% (FA2011 – 3,303 and FA2012 – 3,495). Table 3, Ethnic Origin by Credit Hours of Instruction Percent Change, reveals that most of the increase is credited to Yapese (344 to 508 or 47.7%), Pohnpeian (342 to 382 or 11.7%), and Chuukese (1,806 to 1,905 or 5.5%). Conversely, there was a decline in the number of credit hours of instruction for Marshallese (82 to 52 or -36.6%), Palauan (602 to 535 or -11.1%), and Kosraean (127 to 113 or -11.0%).

Table 3			
Ethnic Origin by Credit Hours of Instruction Percent Change			
Ethnic Origin	Credit Hours of Instruction		Percent Change
	2011	2012	
Yapese	344	508	47.7%
Pohnpeian	342	382	11.7%
Chuukese	1,806	1,905	5.5%
Palauan	602	535	-11.1%
Kosraean	127	113	-11.0%
Marshallese	82	52	-36.6%
TOTAL	3,303	3,495	5.8%

While the overall increase in Compact persons' Credit Hours of Instruction and enrollment are slight (between Fall 2011 and Fall 2012 (5.8% and 2.0%, respectively) this increase may be a result of GCC's planned informational sessions and activities (e.g., College Access Challenge Grant Program, Federal TRIO Program, Meet the President, and Express Registration).

COST OF SERVICES RENDERED TO COMPACT PERSONS:

- a. The total cost incurred by Guam Community College in providing services to Compact persons this fiscal year is provided in Table 4 (Cost Incurred Servicing Compact Persons).
- b. The College operates both postsecondary and secondary career and technical programs. We anticipate that the ratio between Compact and non-compact persons in the postsecondary programs are true for those in the secondary programs.
- c. The total cost incurred was determined by multiplying the cost of postsecondary per credit hour by the total number of compact person's credit hour. The cost of postsecondary per credit hour is derived by dividing the total expenditure by total postsecondary credit hours.

Table 4		
Cost Incurred Servicing Compact Persons		
	FY2011	FY2012
Total Expenditures *	\$18,032,539	\$18,360,433
Total Postsecondary Credit Hours	30,217	30,304
Total Compact Persons Credit Hours	3,303	3,495
Cost of Postsecondary Per Credit Hours	\$597	\$606
TOTAL COST INCURRED	\$1,971,125	\$2,117,568

* Preliminary Unaudited Financial Statements

The total cost GCC incurred for providing Compact persons services increased this year by 7.43% (FY2011 – \$1,971,125 and FY2012 - \$2,117,568) which is primarily attributed to the increase in total expenditures related to salaries as 14 full-time employees were hired to support student needs (classroom and support services).

ACTION TAKEN BY THE COLLEGE TO SERVE COMPACT PERSONS:

Departments (i.e., Career Guidance and Counseling Services, Enrollment Services, Placement Services, Health Services, Financial Aid Services) throughout the college provide an array of student related services to the community, including Compact persons. One such service, the Pacific Island Endowment Program, also continues to recruit and retain Pacific Island students through participatory learning activities and social events.

The Pacific Island Endowment Fund supports specific extra and co-curricular activities to make students' transition to life on Guam and at GCC smoother, easier, and less complicated. The objective of Pacific Island Endowment is to provide an orientation to individuals having two year or less on Guam to GCC or life on Guam through field trips and workshops that offer leadership training, time management, study skills. Another objective of this program is the implementation of social activities and programs that engage students in communicating with other students of diverse cultures and languages.

The College has implemented CASAS, a comprehensive system for assessing adult basic skills. Compact persons are now being placed into classes that meet their specific educational goals.

A family literacy program is currently provided to help those individuals through the Motherhead/Fatheread National Program. Activities include readiness skills, reading, pre-writing, arts and crafts, story time, music, cultural events, parenting techniques and other age-appropriate skills. Finally, the College Access Challenge Grant Program will continue to provide workshops and resources to help student successfully transition into college.

GCC's Student Support Services⁵

CAREER GUIDANCE AND COUNSELING SERVICES

A full range of counseling services is offered to students including orientation to college programs and services, college placement tests, career counseling, personal counseling and student rights advocacy. Counselors are available in the Student Services & Administration Building on a walk-in or appointment basis. Counselor hours are posted in the Student Services & Administration Building.

Pre-Enrollment Counseling

Students who have applied for admission or who are planning to enroll for the first time are encouraged to contact a counselor for educational and/or career and technical education guidance services. Students are provided with information regarding admissions procedures, placement testing requirements, instructional programs, and other services. Those who are undecided about career goals or objectives are provided with career guidance services, which may include assessment of interests and aptitudes and exploration of career fields.

College's English and Mathematics Placement Test

Placement test results are valid for two (2) years. While placement testing is not mandatory for admission to the College, it is required for enrollment in English and Mathematics courses, which are required early in all programs. Therefore, students who plan to enroll fulltime should take the placement test as soon as possible. The College reserves the right to require students to be re-evaluated using its placement test at any time.

The College uses a computerized program called COMPASS to determine appropriate placement in English and Mathematics courses. To take the test, students are required to present a picture identification card and pay a non-refundable fee at the cashier's office. All fees are subject to change. Check online for any changes to fees for current semester. Visit www.guamcc.edu or mygcc.guamcc.edu for more detailed information.

When a student is ready to take the test, he or she should go to the counseling department office located in the Student Services & Administration Building to make testing arrangements. The student must present his or her receipt and identification to the counselor or proctor before testing. Testing results are available a few minutes after the test is completed. Students with disabilities may request accommodations for test taking through the Accommodative Services Coordinator, located in the Student Services & Administration Building.

Career Information and Guidance

Information, materials, and counselor assistance are available to students who need help in career educational planning and to learn about their interests, abilities, goals and values. Computer-assisted career search programs and information on schools and colleges that provide additional training for occupations are also available.

Personal/Social Counseling Services

Counselors provide personal growth and development counseling. Students experiencing adjustment problems, stress, anxiety, difficulties in relationships with others, or other symptoms of emotional distress may receive individual counseling on an appointment basis, or in some cases be referred to services in the community. College counselors are trained professionals, and all information related to the person receiving counseling is confidential and may be released only with the written permission of the student.

Student Rights Advocacy

The counseling staff is responsible for promoting the welfare of students and assisting them in the protection of their basic

⁵ Guam Community College 2010-2011 Catalog, and updates

human rights. Counselors will, when requested, take an active role in advising students of their rights to privacy, freedom of expression and viewpoints, freedom of the press, and rights to due process. Counselors will assist in mediation of disputes and grievances and act as the advocate of the student. Related policies and procedures are found in the GCC Student Handbook.

Advisement

Academic Advising at the College is a process that assists students in clarifying their life and career goals as they develop their educational plan. Since academic advising is also a decision-making process, the ongoing communication is the responsibility of both the student and his/her advisor.

Academic Advising goes beyond requirements and registration. It is an educational and career plan developed between the student and the advisor.

Guam Community College partners with its students to succeed. This is reflected in the following activities:

- Assisting students in clarifying, articulating, and attaining academic and life goals;
- Facilitating each student's academic adjustment to the campus;
- Educating students to assess academic progress and develop appropriate educational plans;
- Explaining and clarifying graduation requirements and academic rules and regulations;
- Serving as advocates and mediators for students; and
- Referring students to appropriate departments or programs to meet student needs.
- The student is expected to meet with his/her academic advisor regularly to plan an academic program and review achievement.

Advisor assignments are made in accordance with the student's program of study and are intended to be continuous throughout the student's college career. Additional information may be obtained from the Admissions and Registration Office, Student Services & Administration Building, 1st. floor.

HEALTH SERVICES

The Health Services Center is staffed by two full-time registered nurses and an administrative assistant. Students and employees of

Services Available at the Health Services Center

- basic first aid for injuries and medical conditions that occur during school time;
- assessment and nursing management of chronic health problems based on the client's physician-prescribed therapeutic regimen;*
- annual screening of employees for tuberculosis (TB) as required by law;
- screening of students for TB in compliance with public law and school policy;
- administration of TB skin test;
- immunization program;*
- immunization audit in compliance with public law and school policy;
- Brief Tobacco Intervention program;
- screening of height & weight, blood pressure, vision, and pediculosis;*
- pregnancy testing and prenatal follow-up;*
- advocacy for persons with disabilities;
- referral services on health-related issues; and
- counseling on health and health-related issues.

*Services are rendered upon availability of staff and resources.

Health Requirements for Students

- TB clearance within a (1) year prior to school registration. For any individual entering from an area other than the U.S. states or territories, Public Law 22-130 requires that tuberculosis test must be conducted within 6 months prior to enrollment. Those with positive test results must obtain medical evaluation from their private medical clinic first and then proceed to the TB Section of the Department of Public Health & Social Services for clearance;
- Measles, Mumps, Rubella (MMR) - Students must have at least one dose on or after their first birthday. Guam Immunization Protocol indicates that it is strongly recommended that individuals born in or after 1957 receive two doses of MMR, if they never had measles (physician-diagnosed), or if they do not have confirmed laboratory evidence of measles immunity. Those born prior to 1957 are exempt from the MMR requirement;

- Tetanus & Diphtheria (TD) received within the last ten (10) years;
- Oral Polio Vaccine (OPV) for students below eighteen (18) years of age; and
- Properly completed Emergency and Health Information form.

Note: Students whose choice of study will place them at risk with the exposure to blood-borne pathogens are advised to follow further instructions by their respective program advisor regarding other health requirements such as hepatitis B vaccine and physical examination.

Other Services

Student Parking

The College reserves the right to control parking and the flow of traffic on its campus. Student vehicles with a GCC parking decal may be parked on campus in designated student parking areas. Students must display a GCC decal on their vehicles while parking on campus. Accessible parking for students with disabilities is clearly marked and available in front of the Student Support Services, Building B, the North Parking Lot, by Building 500, and in front of the Student Services & Administration Building. Improperly parked vehicles may be towed away at the owner's expense. The College will not be responsible for any damage done to any vehicle parked on campus. The College does provide security services throughout the campus.

Food Service

Food service on campus is offered through a local vendor Monday - Thursday from 7:00 a.m. - 8:00 p.m., and Friday from 7:00 a.m. - 2:30 p.m. The concession is closed on Saturdays, Sundays and holidays.

Bookstore

The Bookstore is located between Building 100 and 200 and is open Monday through Thursday from 1:00 p.m. to 4:00 p.m. Special bookstore hours are set during the registration period and posted online at MyGCC.

Student I.D. Cards

Students are expected to have a GCC I.D. card on their possession at all times. All students are required to present an I.D. to access services at computer labs, library, Bookstore and Health Services Center, to name a few.

CENTER FOR STUDENT INVOLVEMENT

The Center for Student Involvement (CSI) oversees an array of student activities, such as Student Governance, Leadership Development, and the New Student Orientation. Each of these initiatives is guided by the belief that students must become intentionally involved in campus programs and activities in order to become fully prepared for the workplace and for other life commitments as well. Student Development initiatives are also designed to foster in students a sense of voice, empowerment and responsibility to the campus community. For more information on CSI and its initiatives, please visit them in the Student Center, Building 5000, Room 5101, or call 735-5518/9.

CSI also assists students and student organizations in planning and implementing programs, activities and events, and plans and implements campus-wide programs to address the needs and interests of GCC's students. It also ensures that student organizations and the Council on Postsecondary Student Affairs (COPSA) achieve success in all their extracurricular activities.

Leadership Development

Leadership Development assists students in realizing their leadership potential. Involvement, training and development opportunities are offered at individual and organizational levels tailored to fit the unique leadership needs of interested students.

New Student Orientation

The New Student Orientation program has been created to assist new students to the Guam community college with learning about the many resources and opportunities that are available to help them succeed and achieve their academic and career goals.

Student Governance

The *Council on Postsecondary Affairs (COPSA)* is the official representative body for student governance. COPSA plans student activities, approves student organization budgets and ensures that the College fully considers the needs and interests of students in its decisions and offerings.

Student Organizations

1. *The Adult High School Student Organization (AHSSO)* represents all officially registered Adult High School students and serves as a voice to COPSA in submitting student issues, problems and concerns for the Adult High School Students.
2. *The Computer and Technology Organization (CATO)* empowers, informs, and educates fellow students and the community of the significance of computer and technical literacy.
3. *The Criminal Justice Student Association (CJSA)* promotes unity, fellowship, scholarship and leadership activities among its members. It also promotes Criminal Justice programs through community involvement.
4. *Delta Epsilon Chi (DEX)* furthers the understanding of the principles of marketing within the business community and generates revenue for scholarships for GCC's postsecondary Marketing students.
5. *The Digital Arts Society (DAS)* brings together students interested in the digital arts to assist in their growth and development, building their leadership skills through experiences in social, economic, educational and community activities relative to the field of visual communications.
6. *The Education Student Organization (ESO)* serves to support students seeking a degree under the Education Department, including students studying Early Childhood Education, Education and Sign Language Interpreting.
7. *The Health Occupations Students of America (HOSA)* promotes career opportunities in the health care industry, and enhances the delivery of quality healthcare to all people.
8. *The Japan CLUB* promotes the language and culture of Japan through a variety of activities to educate and entertain the campus community.
9. *The Micronesian Student Association (MSA)* provides support for newly enrolled students in their efforts to assimilate into the College and community environments.
10. *The Phi Theta Kappa International Honor Society (Beta Beta Xi Chapter)* promotes scholarship, the development of leadership and service, and the cultivation of fellowship.
11. *The Post Secondary Tourism Association (PSTA)* promotes better relationships among students majoring in Tourism. It also develops and fosters principles of learning in tourism services and management.
12. *The Practical Nursing Student Association (PNSA)* provides support and leadership opportunities to undergraduate nursing students throughout the nursing program.
13. *The Society of Management Industry Leaders for Excellence (SMILE)* supports all students seeking a business degree, teaches members how to be socially aware, and provides service to the community.

E d u c a t i o n a l R e s o u r c e s

Learning Resources Center/Library Services

On December 10, 2010, the Guam Community College Learning Resource Center, which houses the Library, opened in a new two-story 22,000 square foot state of the art facility. This facility is the first Leadership in Energy and Environmental Design or LEED-certified building for the Government of Guam. The LRC facility includes a reading area/collection section, computer work areas, a computer lab, small group meeting rooms, audio visual rooms, staff areas, and a large group meeting room.

Reference and instructional services are available for classes and individual library users. The Library presently maintains a permanent collection of about 21,000 items comprised of books, periodical titles and videos. Reference books, multimedia materials, magazines and newspapers are available for in-library use. Circulating books may be borrowed for a two week period; videos may be borrowed for two days. Overdue fines are charged. A coin and bill operated photocopier is also available in the Library. Internet access is provided as well as accessibility to the DYNIX Public Access Catalog (DPAC) and EBSCO host full-text periodical database. The Library web page with current information can be found on the Guam Community College website.

Educational Services - Accommodative Services for Students with Disabilities

Students with disabilities can be provided with auxiliary aids when needed for success in attaining their academic/vocational goals. If classes required by students with special disabilities have been scheduled to meet in relatively inaccessible facilities, the College will either reschedule the classes to accessible facilities or make special arrangements to ensure ready access by students with disabilities to those classes. Students with disabilities are urged to

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contact the Accommodative Services Coordinator well in advance of registration for classes.

For more information concerning services at the College for persons with disability-related needs, contact the Accommodative Services Coordinator at the Student Services & Administration Building, Suite 2139. The office telephone number is (671) 735-5597 or TDD (671) 734- 8324.

Federal TRIO Programs

Project Aim

Project AIM is a Student Support Services, Federal TRIO Program from the U.S. Department of Education. This program provides tutoring in all subjects, counseling (personal and academic), peer counseling and tutoring, cultural enrichment activities, mentorship programs, transfer center services, workshops (on study skills, career decisions, time management, test anxiety) and book assistance awards. These services are available to students meeting federal guidelines, such as low-income level, first generation students (neither parent received a bachelor's degree) and/or students with disabilities. The program is designed to: 1) increase college retention and graduation rates for eligible students; 2) increase the transfer rates of eligible students from 2- to 4- year institutions; and 3) foster an institutional climate supportive of the success of low income and first generation college students and individuals with disabilities. For further information, please contact 735-5594/5 or visit the Project Aim Office in Building 100, Room 107.

Center for Civic Engagement

Center for Civic Engagement (CCE) supports the enhancement of student educational experiences through the integration of academic study with active service, while encouraging civic involvement, community awareness, and responsible leadership. This educational approach is known as **Service-Learning**—a way of teaching and learning that engages all learners in hands-on academic projects in the community to meet learning objectives and strengthen communities. Students who are civically engaged in their learning are better able to connect classroom learning with real life situations through participation in community service projects. A key characteristic of the Service-Learning curriculum is its support of general education requirements, providing students with opportunities to develop and practice personal skills such as critical thinking, researching, decision-making, planning, and organizing.

The CCE assists faculty and academic departments in developing, administering, improving and evaluating Service-Learning partnerships. The center also supports participatory service and action projects that promote greater social justice for disenfranchised and marginalized individuals in our society. Civic engagement activities address pertinent social problems that affect society's most vulnerable individuals and groups by empowering people with problem solving and self-sufficiency skills.

ASSESSMENT AND INSTITUTIONAL EFFECTIVENESS

Assessment at Guam Community College is viewed as a collective effort to demonstrate commitment to an institutional dialogue about student learning. There are two major reasons that drive all assessment processes at GCC: accountability and improvement. A policy document adopted by the Board of Trustees on September 4, 2002 (Policy 306, Comprehensive Assessment of Instructional Programs, Student Services, Administrative Units and the Board of Trustees) is the institutional mandate that fuels all campus-wide assessment activities.

Three goals effectively guide the Office of Assessment and Institutional Effectiveness (AIE) in its mission of assessment excellence at the College:

1. To develop and sustain assessment momentum at the college through capacity building efforts that will empower constituents to use assessment results for accountability and improvement;
2. To systematize assessment protocols, processes and policies both in hard copy and online environments and thereby allow the college to meet its ACCJC/WASC accreditation requirements; and
3. To exert and affirm community college assessment leadership regionally and nationally.

At the core of these processes, are three (3) important questions that the institution asks regarding student learning: *What do students know? What do they think and value? What can they do?* These three questions correspond to the cognitive, affective and behavioral domains of student learning. By continually asking these questions, the College is drawn closer to what it says it can do in both teaching and learning environments and to what it promises its programs and services can deliver in terms of results.

AIE is located at the 2nd floor of the Student Services & Administration Building, Suites 2226, 2227 and 2228, with telephone
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numbers (671) 735-5520. As a valuable resource for all GCC constituents and others interested in assessment, AIE also maintains a web site at www.guamcc.edu/aier.

FINANCIAL AID SERVICES

The College believes that each individual should have the opportunity to develop his or her potential to the fullest extent possible. As part of the commitment to that principle, the College makes available several financial aid programs, which can provide students with money to pay for tuition, books, supplies, transportation and living expenses while they attend college.

Financial Aid

The Financial Aid Office provides information and advice on how students can gain financial assistance from various sources. Such assistance is available to students with financial need through the Federal Student Aid Programs that include Pell Grant, Federal Work Study, and Federal Supplemental Educational Opportunity Grant. The College is approved for Veteran's benefits. In addition, various independent scholarship programs are available based on a combination of factors such as merit, interest in certain degree programs, and in some cases, need. The College does not administer student loan programs. However, the Government of Guam Student Assistance Loan program is available through our office. Applications are available in January and due on April 30 of each year. Students may receive complete financial aid counseling services at the College's Financial Aid Office located on the 1st floor of the Student Services & Administration Building.

Application Deadlines

The College processes financial aid applications throughout the year. However, most scholarship programs have application deadlines established by the grantor. In the case of Federal Student Aid Programs, students must have completed both the government forms, and the entire admissions process at the College in order to qualify. This process should be started at least six to eight weeks in advance of the semester to be attended in order to prevent delays in payment. Students should complete their applications early to insure maximum awards. No applications will be accepted after the end of the school year. For further information, contact the Financial Aid Office at (671)735-5544.

Types of Financial Aid

Pell Grant - This is a grant, which does not need to be prepaid. It is based on financial need, and upon maintaining satisfactory progress at the College. Depending on income, students can be eligible for up to \$5,550.00 per year for full-time enrollment.

Federal Work Study Program (FWSP) - Students who qualify for the Pell Grant and who still have remaining financial need may sign up for College Work Study as a means of earning income. These awards are made on a first-come, first-served basis until the funds are spent. Job placement is done by the Financial Aid Office. The awards usually range between \$500 and \$1,000 per year, depending on need.

Federal Supplemental Educational Opportunity Grant (FSEOG) - Students who qualify for the Pell Grant and who fall into the greatest need category may also receive FSEOG awards. Typical awards are around \$300 per year.

Veterans Educational Benefits - The College is approved for Veteran's benefits. Counseling regarding individual eligibility is available either at the Financial Aid Office or at the Veteran's Administration Offices in Guam. Veterans must comply with established Financial Aid Office policies in order to receive benefits, and must meet established standards of progress.

Federated States of Micronesia Scholarship Programs - The neighboring island states have scholarship funds for their students. The island states have generally made the applications and information available to the College. Students who wish to apply may contact either their island's scholarship program office, or the Financial Aid Office.

Scholarships - Various private groups and organizations provide scholarships for GCC students. Information about these scholarships is available at the Financial Aid Office and at www.guamcc.edu.

Eligibility

Financial Aid, with the exception of gift aid and merit-based scholarships, is awarded on the basis of a student's financial need. A student's financial need is defined to be the difference between the cost of the student's education and the student's resources to meet that cost. In general, a student may be eligible for financial aid under the following conditions:

- The student can demonstrate that a financial need exists;
- The student is making satisfactory progress toward a postsecondary educational goal;
- The student is enrolled as a Declared Student;
- The student is a U.S. Citizen, U.S. National, U.S. Permanent Resident, a permanent resident of the Federated States of Micronesia, or a permanent resident of the Commonwealth of the Northern Mariana Islands, or the Republic of the Marshall Islands and the Republic of Palau; and
- The student, if required by federal law, attests to his/her Selective Service status.

Application Procedures—Students must complete the Free Application for Federal Student Aid in order to be considered for any Federal assistance. These applications are available on line at www.fafsa.ed.gov. Students must apply and qualify annually on the basis of demonstrated financial need. To apply, student should first obtain a personal identification number or PIN at www.pin.ed.gov and then go to www.fafsa.ed.gov to fill out the form or click on the Financial Aid Links at www.guamcc.edu, then select the “Financial Aid Checklist” and follow the directions on that list. In addition to the FAFSA, students will need to complete an “Application for Admission as a Declared Student” which is available on the GCC website or at the Admissions desk in the Administration building.

Awards—Pell grants are awarded following the drop-add period and disbursed at mid-term. Students can view their account information online at www.guamcc.edu.

Student Responsibilities

In order to receive any form of assistance from the Financial Aid Office, all applicants must:

- Complete all necessary application forms and pertinent documents on or before the established deadlines of each school year.
- Be admitted as a “Declared Student.”
- Enroll in a program of study leading towards a postsecondary degree or certificate program. (Adult High School Diploma may be eligible for some recipients, e.g., VA Benefits).
- Enroll in courses required for declared program of study.
- Satisfactorily meet progress standards for financial aid. (For further explanation, please read the Financial Aid Guide).
- Inform the Financial Aid Office of any changes that may affect their financial assistance.
- Pick up award checks on the scheduled disbursement dates.
- Comply with all other policies established by the Financial Aid Office as described in the Student Handbook and Financial Aid Guide.
- VA students must have previous education credits/military training evaluated. Submit an evaluation request form along with transcripts, DD-214’s etc. to the registrar’s office.

Students who fail to comply with the above requirements may jeopardize their eligibility for assistance. Furthermore, students are urged to work closely with their program advisors and/or counselors in planning their course of study at GCC. For more information regarding Financial Aid, contact:

Financial Aid Coordinator, Guam Community College, P.O. Box 23069, Barrigada, Guam 96921, (671) 735-5544
www.pin.ed.gov or www.fafsa.ed.gov

HOUSING INFORMATION

Guam Community College has no housing facilities. The College does not supervise, recommend or assume responsibility for any housing facility. Private housing is available in the community and prospective students should make their own arrangements.

SUMMARY:

For this reporting period, GCC incurred **\$2,117,568** to provide services to Compact persons, representing a 7.43% increase when compared to fiscal year 2011 (\$1,971,125). This increase is largely attributed to personnel-related expenditures, in providing more classes to students.