



OFFICE OF ASSESSMENT AND INSTITUTIONAL EFFECTIVENESS (AIE)
GUAM COMMUNITY COLLEGE
<http://www.guamcc.edu/assessment>

Memorandum

TO: All Concerned Faculty
VIA: Dr. Rene Ray D. Somera,
Vice President for Academic Affairs
FROM: AIE Office
SUBJECT: GCC IDEA Student Survey – Fall 09 Date Change
DATE: October 16, 2009

This memo is meant to remind you of the upcoming administration of the GCC IDEA Student Survey that may be coming to your class (random selection) this academic year.

- For Fall 2009, the visit will take place between **October 17 and November 6, 2009**
- For Spring 2010, the visit will take place between **February 22 and March 5, 2010**


The survey forms will be distributed and following the IDEA Center's instructions, the instructors will administer the survey and each will be provided the directions for the administration of the survey. It is encouraged that the instructor leave the class when the students are completing the surveys and to designate an assistant or a student to collect, package, and deliver the completed surveys to the designated place for submission. Additionally, Instructors will fill out a Faculty Information Form that identifies the class. As a pen and paper instrument, the survey will take about 10-15 minutes. More details from AIE will follow later.

The IDEA Center is an off-island vendor that AIE has partnered with in order to conduct an efficient and unbiased survey implementation. Results will be sent off-island for processing and as a pilot run, this will be used for institutional assessment reporting this year.

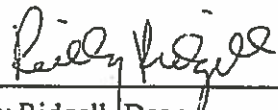
This assessment component is an integral part of our institutional goal to gain crucial assessment data that will greatly inform our planning for programs and services that would address student needs and concerns.


Thank you for your cooperation.

ENDORSED BY:



Rene Ray D. Somera, Ph.D.
Vice President for Academic Affairs



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