



GUAM COMMUNITY COLLEGE

Kolehon Kumunidat Guahan
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Western Association of
Schools and Colleges

Academic Affairs Division

R. Ray D. Somera, Ph.D.
Vice President

MEMORANDUM

TO: Dr. Mary A. Y. Okada
President

FROM: Dr. R. Ray D. Somera
Vice President, Academic Affairs

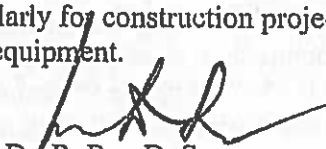
SUBJECT: Integrated TRMA Planning Templates

DATE: March 31, 2011

This is to respectfully submit the integrated TRMA planning templates that have been put together by the AIER office, in close collaboration with the Deans and the Department Chairs. This is the result of several discussion meetings I have had with the Deans, Department Chairs, and AIER staff on the various kinds of data required to complete these templates.

The attached memo from the Institutional Researcher provides instructions for accessing these files electronically. This memo also comes with hard copies of the completed templates.

Additional attachments include a matrix of GCC personnel occupying space on campus, as well as a comprehensive inventory of rooms on campus, and their contents. This could prove useful for relocation purposes, particularly for construction projects that would require movement of people, furniture, and equipment.


Dr. R. Ray D. Somera
Vice President for Academic Affairs



OFFICE OF ASSESSMENT, INSTITUTIONAL
EFFECTIVENESS & RESEARCH (AIER)
GUAM COMMUNITY COLLEGE
<http://www.guamcc.edu/aic>

Memorandum

TO: Dr. Ray D. Somera, Vice President for Academic Affairs

VIA: Dr. Virginia Tudela, Assistant Director, AIER 

FROM: Marlena Montague, Institutional Researcher 

SUBJECT: GCC Physical Master Plan TRMA Planning Templates

DATE: March 30, 2011

Since 1977, the Guam Community College has been the primary vocational educational institution responsible for advancing the education and technical skills of the island workforce. In line with GCC's comprehensive assessment process, the systematic evaluation of and the integrated planning for the physical facilities demonstrates the college's commitment to quality and student success. The framework for the evaluation and planning incorporates historical data and trends to support the design, space allocation, and capital priorities that allow for future growth and development.

In support of the update of the GCC Physical Master Plan, I have incorporated data received from the various departments for the TRMA planning templates and data extracted from the Banner database into one master file called GCC_TRMA_MASTER. The file contains individual worksheets titled to match the TRMA planning templates. Additional worksheets are also provided in the file and contain information useful in the development of the updated plan. The first worksheet titled "TABLE OF CONTENTS" provides a complete listing of the contents of the file and each worksheet title listed in the Table of Contents is a hyperlink (one-click access) to the specific worksheet data.

Based on the GCC five year Postsecondary Fall semester enrollment numbers, the five year Fall enrollment rate of growth is 43.78%. The annual Fall enrollment rate of growth based on the 43.78% five year Fall enrollment rate of growth (2006-2010) is 9%. Using the 9% annual Fall enrollment rate of growth, the projected Fall enrollment for the next six years using the Fall 2010 unduplicated enrollment count of 2542 is illustrated by the table below:

<i>FALL 2010=2542</i>	<i>9% Growth Rate</i>
FALL 2011	2771
FALL 2012	3020
FALL 2013	3292
FALL 2014	3588
FALL 2015	3911
FALL 2016	4263

Please see Figure 1-Postsecondary Enrollment and Projections.

When planning for the GCC secondary programs, the student population consists of high school students who are minors that require supervision, walking time to/from the neighboring high school campus to the GCC

campus, the location and availability of food and water, etc. Specific program facility needs must also be addressed with this student population, such as fire sprinkler systems. Specifically, George Washington High School students enrolled in GCC's vocational programs attend classes on the GCC campus. This student population was 661 in Fall 2009 and 714 in Fall 2010. Based on this two year population data, the enrollment rate of growth is 8% annually. Using the 8% annual Fall enrollment rate of growth, the projected Fall enrollment for the next six years using the Fall 2010 unduplicated enrollment count of 714 is illustrated by the table below:

<i>FALL 2010=714</i>	<i>8% Growth Rate</i>
FALL 2011	771
FALL 2012	833
FALL 2013	900
FALL 2014	972
FALL 2015	1050
FALL 2016	1134

Please see Figure 2-Secondary Enrollment and Projections.

The Adult Education program student population has also consistently seen an increase in enrollment. For program year 2009-2010, the enrollment was 341. For program year 2010-2011, the enrollment was 488. Based on this two year population data, the enrollment rate of growth is 43% annually. Please see Figure 3-Adult Education Enrollment.

The Continuing Education program student population has consistently seen an increase in enrollment over the years. In the first quarter of the 2009-2010 cycle (July-September 2009), the enrollment was 2441. In the first quarter of the 2010-2011 cycle (July-September 2010), the enrollment was 2624. In the third quarter of the 2009-2010 cycle (January-March 2010), the enrollment was 2797. In the third quarter of the 2010-2011 cycle (January-March 2011), the enrollment was 3228. Please see Figure 4-Continuing Education Enrollment.

The Apprenticeship program student population has grown from 253 in Fall 2007 to 419 in Fall 2010. In Fall 2008, the enrollment was 271 and in Fall 2009, the enrollment was 424. The enrollment rate of growth averages 21% per year. Please see Figure 5-Apprenticeship Enrollment.

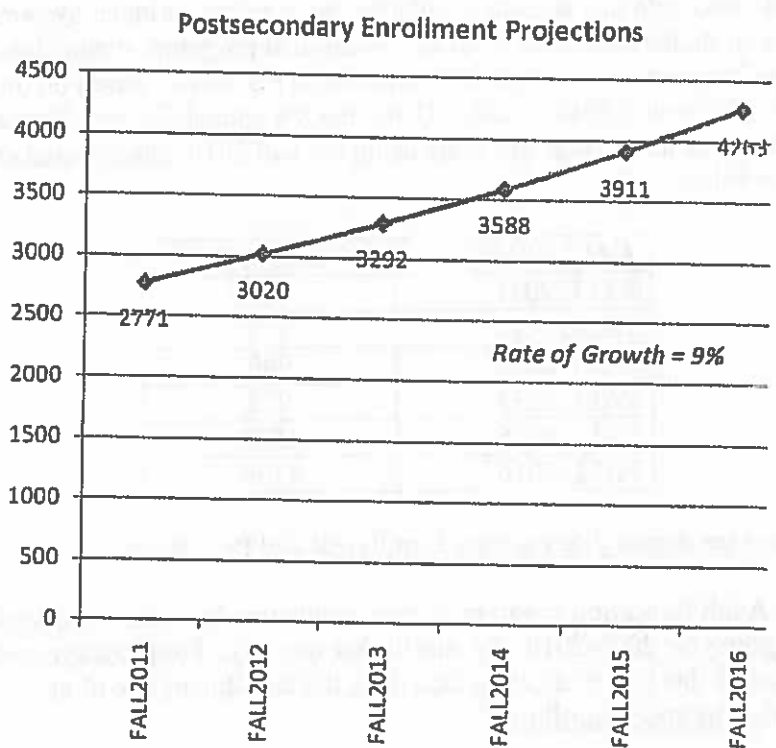
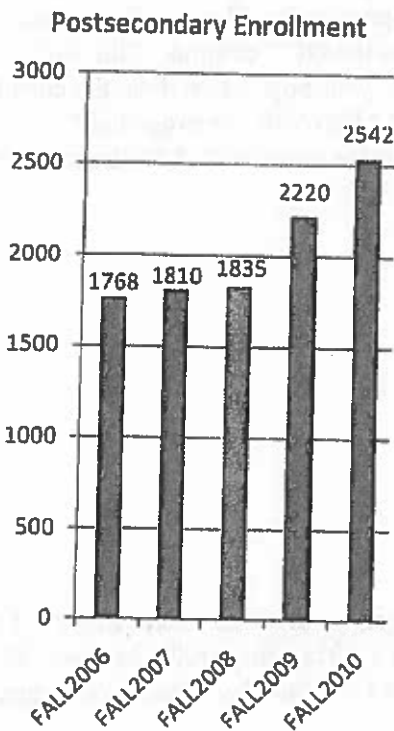


FIGURE 1-POSTSECONDARY ENROLLMENT AND PROJECTIONS

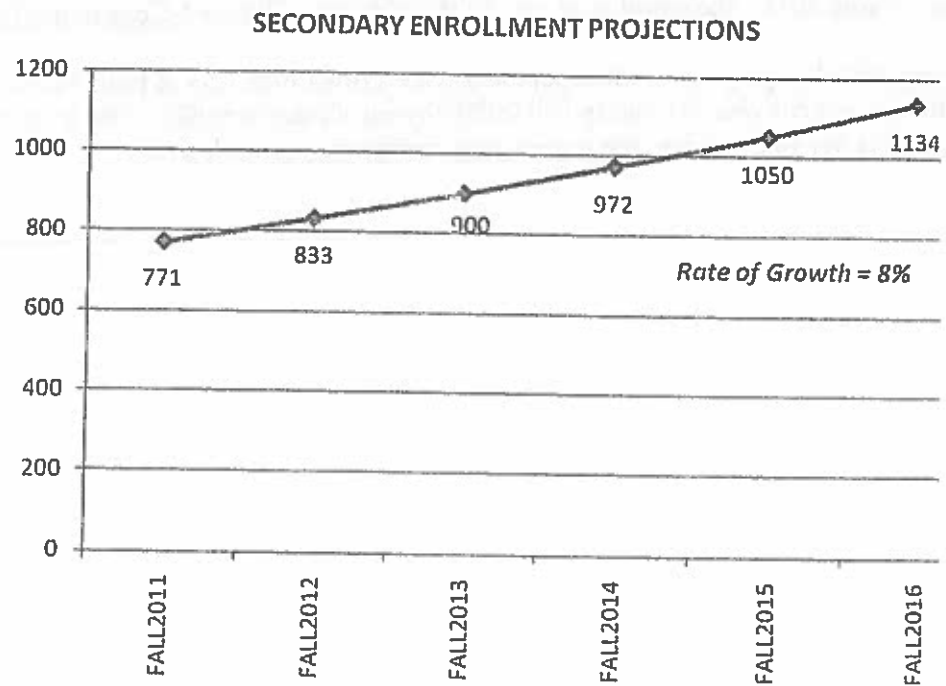
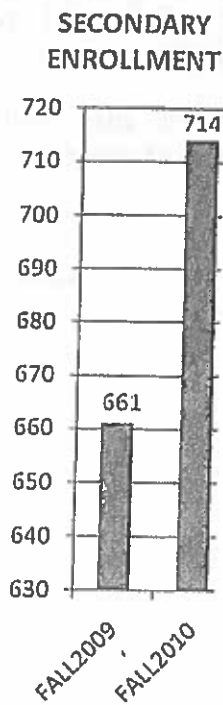


FIGURE 2-SECONDARY ENROLLMENT AND PROJECTIONS

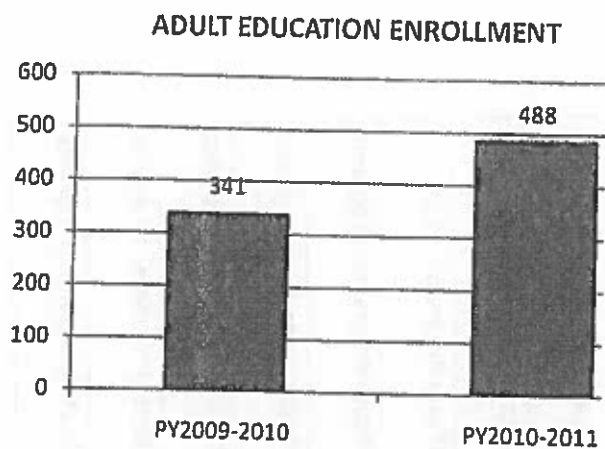


FIGURE 3-ADULT EDUCATION ENROLLMENT

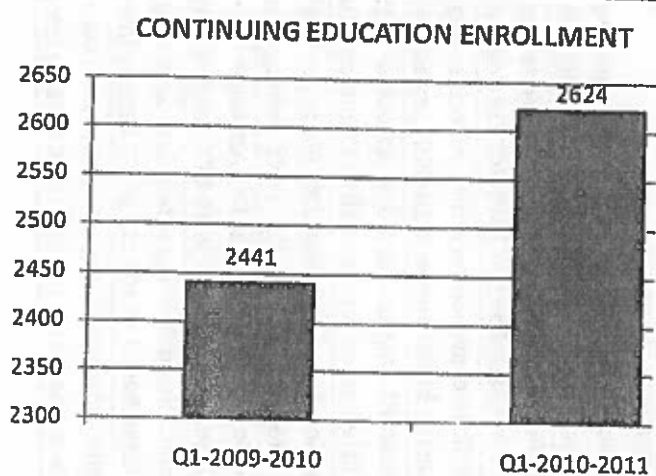


FIGURE 4-CONTINUING EDUCATION ENROLLMENT

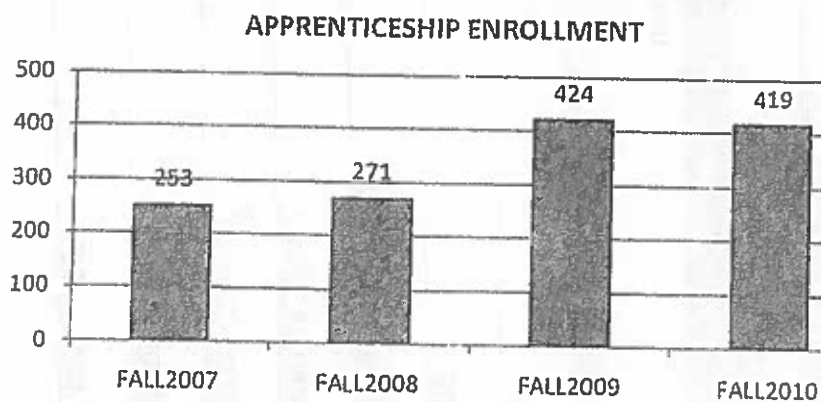


FIGURE 5-APPRENTICESHIP ENROLLMENT

GUAM COMMUNITY COLLEGE

PHYSICAL MASTER PLAN PLANNING TEMPLATES

TABLE OF CONTENTS

GENERAL INFORMATION	
WORKSHEET TITLE (Click Title to access worksheet)	WORKSHEET DESCRIPTION
01 General Programming Questions	Questions for Administration and College Planning Committee for the general information and identification of GCC intentions for the Physical Master Plan update.
02 GCC Proposed Relocation and Building Projects	Lists of program relocation per TRMA current projects and proposed GCC projects. This requires the Administrations's verification.
CAMPUS BUILDING PROJECTS	Lists of proposed GCC projects. This requires the Administrations's verification.
DEPARTMENT INFORMATION	
03 AD & Certificate Program Questions	
AD & CERT PROG=ACCOUNTING	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
AD & CERT PROG=AST	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
AD & CERT PROG=CADD	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
AD & CERT PROG=COMPUTER NETWORK	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
AD & CERT PROG=COMPUTER SCIENCE	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
AD & CERT PROG=CONSTRUCTION TEC	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
AD & CERT PROG=COSMETOLOGY	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
AD & CERT PROG=CRIMINAL JUSTICE	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.

<u>AD & CERT PROG=CULINARY ARTS</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=EARLY CHILD EDU</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=EDUCATION</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=EMERGENCY MANAGE</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=FIRE SCIENCE</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=FOOD & BEVERAGE</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=HOTEL OPER & MAN</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=LIBERAL ARTS</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=MARKETING</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=MEDICAL ASSIST</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=MED HEAVY DIESEL</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=OFFICE TECHNOLOG</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=PRE-ARCH DRAFT</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=PRACTICALNURSING</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=PRE-NURSING</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=SUPERVISION&MGMT</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=SURVEYING TECH</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.

<u>AD & CERT PROG=TOURISM&TRAVEL</u>	Specific information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>AD & CERT PROG=VISUAL COMM</u>	Specific Information regarding Associate Degree and Certificate Programs. Programs are listed based on the 2010 GCC Catalog information.
<u>04 GCC General Education</u>	
<u>GENERAL EDUCATION-MATH&SCIENCE</u>	Specific information for General Education. Courses/programs should be identified by the department. Please reproduce the template to provide information for additional courses.
<u>GENERAL EDUCATION-DEV ENGLISH</u>	Specific information for General Education. Courses/programs should be identified by the department. Please reproduce the template to provide information for additional courses.
<u>GENERAL EDUCATION-ENGLISH</u>	Specific information for General Education. Courses/programs should be identified by the department. Please reproduce the template to provide information for additional courses.
<u>05 GCC Continuing Education</u>	Specific information for Continuing Education. Courses/programs should be identified by the department. Please reproduce the template to provide information for additional courses.
<u>06 GCC ADULT EDUCATION-ESL</u>	Specific Information for Adult Education. Courses/programs should be identified by the department. Please reproduce the template to provide information for additional courses.
<u>06 GCC ADULT EDUCATION-ABE</u>	Specific information for Adult Education. Courses/programs should be identified by the department. Please reproduce the template to provide information for additional courses.
<u>06 GCC ADULT EDUCATION-ADULT HIGH SCHOOL DIPLOMA</u>	Specific Information for Adult Education. Courses/programs should be identified by the department. Please reproduce the template to provide information for additional courses.
<u>GCC SECONDARY EDUCATION</u>	Specific information for Secondary Education. Course/programs should be identified by the department. Please reproduce the template to provide information for additional courses. This is primarily intended to get information for the secondary instruction provided on the GCC campus. Please reproduce the template to provide information for additional courses.

GCC ADMINISTRATION AND STUDENT SERVICES	Specific information for Administration and Student Services. Offices should be identified by the department. Please reproduce the template to provide information for additional offices.
CAMPUS MAP	Campus map.
ROOM INVENTORY LIST	Room Inventory List

GCC COMMENTS

Will the Physical Master Plan update cover 5 years or 10 years?

Are there minimum space requirements for classrooms and other campus facilities outlined in accreditation standards for GCC?

Please outline the

requirements.

Is GCC developing new parking policies to coincide with the new parking actually provided?

Would GCC provide new bus stops for public transit on the campus to promote sustainability? What campus

accessibility issues do GCC currently

experience? Please identify locations.

Are online education students required to receive on campus

instruction or guidance as part of the

curriculum? How

frequent and where?

difference in the instruction time and locations for Certificate programs compared to the corresponding Associate Degree programs? Do the students for each program attend class generally at the same time? Is one or the predominantly taught during the day. Please explain.

Is there a notable trend in the increase or decrease of enrollment from the Fall to Spring semester? Please explain.

ANNUAL FALL TO FALL				ANNUAL SPRING TO SPRING				SEMESTER FALL TO SPRING			
SEMESTER	ENROLLMENT	RATE OF GROWTH	PERCENTAGE RATE OF GROWTH	SEMESTER	ENROLLMENT	RATE OF GROWTH	PERCENTAGE RATE OF GROWTH	ENROLLMENT CHANGE FROM FALL TO SPRING SEMESTER	RATE OF ENROLLMENT CHANGE FROM FALL TO SPRING SEMESTER	PERCENTAGE RATE OF CHANGE FROM FALL TO SPRING SEMESTER	PERCENTAGE RATE OF CHANGE FROM FALL TO SPRING SEMESTER
FALL2006	1768			SPRING2006	1822			-25	-0.014140271	-1.414027149	
FALL2007	1810	0.023756	2.375565611	SPRING2007	1743	-0.043359	-4.335894621	-161	-0.088950276	-8.895027624	
FALL2008	1835	0.013812	1.38121547	SPRING2008	1649	-0.05393	-5.393000574	-30	-0.016348774	-1.634877384	
FALL2009	2220	0.209809	20.98092643	SPRING2009	1805	0.094603	9.460278957	-66	-0.02972973	-2.972972973	
FALL2010	2542	0.145045	14.5045045	SPRING2010	2154	0.193352	19.33518006	-183	-0.071990559	-7.199055862	
				SPRING2011	2359	0.095172	9.517177344				

Does GCC intend to increase the

Administration's visibility and campus interaction with the Physical Master Plan? What ideas have been developed by GCC on this matter?

Does GCC intend to address culturally diverse learning with campus facility design? In what ways can facility design enhance instruction and learning?

Does GCC project a shift in the demand for the degree programs offered? Please explain.

Does GCC plan to relocate some degree or certificate programs off-campus as part of the Physical Master Plan?

Please outline the conclusions and

recommendations from GCC's SWOT analysis that GCC intends to address with the Physical Master Plan.

Does GCC have specific intentions for campus facilities to reflect or incorporate the GCC Brand-Sustainable Campus; Building Guam's workforce for the military buildup; etc?

Does GCC still intend to relocate the existing Food Vendor facility? Has the new location already been identified? Does GLL intend to relocate any of the Administration or other Student Services offices? Please identify the offices and their new location.

What is the typical schedule and location for GCC's Testing Center and professional examination services? Schedule= 8:00am-5:00pm Monday-Friday; Location= Technology Center Room 1106a

Academic Program

Adult Education Program

GCC Bookstore

Criminal Justice (Forensic)

Criminal Justice (Forensic)

Center for Student Involvement/Career Placement Center

Student Health Center

Center for Civic Engagement

COPSA

Tutoring

Multi-Use Space

New Locations

Foundation Building

Foundation Building

Forensic DNA Lab

Bldg 300 Second Floor

Student Center

Student Center

Student Center

Student Center

Student Center

New Multi-Use Center

Project Name**Estimated Completion Date**

Allied Health Center

Completed December 2009

Learning Resource Center

Completed December 2010

Student Center

December 2011

Foundation Building

October 2011

Forensic DNA Laboratory

June 2012

PV Parking Lot Lights

December 2011

Founder's Square

PV Walkway Canopies

B-C & D Generator Building

Foundation Building, Student Center,
and LRC Generator Bldg

Northeast Parking

Bldg. 500 & 600 Fire Sprinklers

South Parking Structure

Bldg. 300 Renovation

Bldg. 200 Renovation

Bldg. 100 Renovation

Culinary Arts Expansion

West Fence Hardening

SGI Monument

Public Transit Stops

ACCOUNTING– Associate Degree		GCC COMMENTS
Current enrollment:		90
Projected enrollment:		96
Maximum student count per class:		AC100-01 = 30; AC100-02= 30; AC103-01= 20; AC110-01= 20; AC210-01= 20; AC211-01= 30; AC250-01= 20
Location and number of rooms used for Instruction:		AC100-01 = C23; AC100-02= C23; AC103-01= D10; AC110-01= D10; AC210-01= D3; AC211-01= C23; AC250-01= 301
Are the current classroom/lab spaces adequate??		Current classroom/lab spaces are adequate but not ideal. It would be preferable to hold all accounting classes in the same classroom or at least in the same building.
Has GCC determined a need for more instruction space to serve this program? How much more space?		Not that I'm aware of
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		1 fulltime, 3 adjunct
Projected faculty/staff count:		1 fulltime and 4-5 adjunct or 2 fulltime
Location and number of faculty/staff offices:		D8B
Has GCC determined a need for more faculty/staff offices for this program? How many?		Not that I'm aware of
What location has been identified for the additional office space?		NONE

COMPUTER AIDED DESIGN & DRAFTING-- Certificate		GCC COMMENTS
Current enrollment:		
Projected enrollment:		20 per semester
Maximum student count per class:		20
Location and number of rooms used for instruction:		Building 200, Room 204
Are the current classroom/lab spaces adequate??		NO
Has GCC determined a need for more instruction space to serve this program? How much more space?		NO
What location has been identified for the additional classroom/lab space?		Not aware
Current faculty/staff count:		Adjunct
Projected faculty/staff count:		
Location and number of faculty/staff offices:		Building 200, Room 200
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

COMPUTER NETWORKING – Associate Degree		GCC COMMENTS
Current enrollment:		127
Projected enrollment:		FA'12= 120; SP'12= 120
Maximum student count per class:		10 for CISCO and Fiber & Data; 20 for IT 1 & 2 and Electronics
Location and number of rooms used for instruction:		4 rooms in the tech center building 1000
Are the current classroom/lab spaces adequate??		NO
Has GCC determined a need for more instruction space to serve this program? How much more space?		Program offerings are growing so more space will be need eventually. In the planning we must consider a standalone building for Alternative Energy Class, which house virtual labs. For a more versatile teaching environment rooms would be adequate at 50% increase in Square feet to be utilized for practical application teaching.
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		2 FULLTIME; 4 ADJUNCTS
Projected faculty/staff count:		3 FULLTIME; 5 ADJUNCTS
Location and number of faculty/staff offices:		Tech Center, 5 offices
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

COMPUTER SCIENCE- Associate Degree/Certificate		GCC COMMENTS
Current enrollment:		307
Projected enrollment:		FA'12= 320; SP'12= 300
Do the current and projected enrollments include Certificate Program enrollees?		
Maximum student count per class:		20
Location and number of rooms used for instruction: Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate instructional time and location for the Certificate Program?		4 (2 rooms in D-wing and 2 rooms in the tech center for the Microsoft Academy)
Are the current classroom/lab spaces adequate??		NO. D-wing computer labs, specifically D7 & D8 are not up to date and require more space. The Microsoft Academy space is okay.
Has GCC determined a need for more instruction space to serve this program? How much more space?		NO. Double the room size to properly accommodate the 20 students.
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		4 (3 ADJUNCT)
Projected faculty/staff count:		4
Location and number of faculty/staff offices:		1 Shared, Probably better to modify current space into cubicles and make more modern. Not sufficient for advising. Maybe need to have individual office built into classrooms.
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

CONSTRUCTION TECHNOLOGY- Certificate		GCC COMMENTS
Current enrollment:		NONE
Projected enrollment:		20
Maximum student count per class:		20
Location and number of rooms used for instruction:		Building 600= 3 rooms; Building 900= 1 room; Technology Center= 1 room; Building 200, room 204
Are the current classroom/lab spaces adequate??		NO
Has GCC determined a need for more instruction space to serve this program? How much more space?		NO
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		6 Faculty
Projected faculty/staff count:		6 Faculty
Location and number of faculty/staff offices:		Building 200; Building 600; Building 900
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

COSMETOLOGY– Certificate		GCC COMMENTS
Current enrollment:		78
Projected enrollment:		82
Maximum student count per class:		20
Location and number of rooms used for instruction:	3 (Bldg. 100, rooms 101,102,103)	
Are the current classroom/lab spaces adequate?	NO. Too small for enrollment. Each section, lecture, theory and labs need adequate space to move about and practice their skills. This is not possible in the current rooms.	
Has GCC determined a need for more instruction space to serve this program? How much more space?	For the lab (salon area): 1. Two more stations or chairs. Instructors have suggested that a wall be opened between 101 and 103. This will allow students to move about between classrooms without walking into room 102. Also, a separate water line should be provided in room 203. 2. Pedicure: 2 foot spas; currently none. 3. Manicure: 1-2 work stations; currently, two. 4. Esthetics (facials and body wax): 2 more; currently 2. This area should be converted to allow for more privacy.	
What location has been identified for the additional classroom/lab space?	None	
Current faculty/staff count:	3 FTE but one is a limited term faculty.	
Projected faculty/staff count:	For Fall 2011-3 FTE and one adjunct. Public law requires two instructors to be present for every 20 students.	
Location and number of faculty/staff offices:	Presently all are in bldg. 100. Three faculty offices away from the cosmetology classrooms are recommended.	
Has GCC determined a need for more faculty/staff offices for this program? How many?	Yes. 1 FTE and 1 adjunct faculty.	
What location has been identified for the additional office space?	None. Renovation plans are in place. Currently, a temporary location is being considered. No definite plans have been made.	

CRIMINAL JUSTICE- Associate Degree/Certificate	GCC COMMENTS
Current enrollment:	
Projected enrollment:	
Do the current and projected enrollments include Certificate Program enrollees?	
Maximum student count per class:	30
Location and number of rooms used for instruction:	A28, A29, ROOM 104, ROOM 105
Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate instructional time and location for the Certificate Program?	YES
Are the current classroom/lab spaces adequate??	NO
Has GCC determined a need for more instruction space to serve this program? How much more space?	Not aware
What location has been identified for the additional classroom/lab space?	NONE
Current faculty/staff count:	5 FACULTY; 1 STAFF
Projected faculty/staff count:	6 FACULTY; 1 STAFF
Location and number of faculty/staff offices:	A10
Has GCC determined a need for more faculty/staff offices for this program? How many?	Not aware
What location has been identified for the additional office space?	NONE

CULINARY ARTS – Associate Degree		GCC COMMENTS
Current enrollment:		100+
Projected enrollment:		200+
Maximum student count per class:		25
Location and number of rooms used for instruction:		400 Bldg
Are the current classroom/lab spaces adequate??		NO
Has GCC determined a need for more instruction space to serve this program? How much more space?		20,000 SQ. FT.
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		2 faculty; 0 staff
Projected faculty/staff count:		4 faculty; 1 staff
Location and number of faculty/staff offices:		400 Bldg; 1 office
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

EARLY CHILDHOOD EDUCATION- Associate Degree/Certificate		GCC COMMENTS
Current enrollment:		143
Projected enrollment:		150
Do the current and projected enrollments include Certificate Program enrollees?	YES	
Maximum student count per class:		Maximum enrollment for all classes is 30. Maximum enrollment for CD 221 Online and CD 292 Practicum are at 20.
Location and number of rooms used for instruction:		Bldg. 200, Rooms 202, 203 and 207
Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate instructional time and location for the Certificate Program?		All students take the same scheduled courses.
Are the current classroom/lab spaces adequate??		No. More classrooms are needed at the 4-7:30 pm time slots.
Has GCC determined a need for more instruction space to serve this program? How much more space?		No. 4-5 classrooms with adequate storage space for supplies and equipment, more faculty offices and classrooms with sinks and counter space to enable students to complete assignments.
What location has been identified for the additional classroom/lab space?	None	
Current faculty/staff count:		4 FTE- 3 postsecondary; 1 secondary; 1 PS Limited Term
Projected faculty/staff count:		5 FTE: 4 postsecondary and 1 secondary
Location and number of faculty/staff offices:		Bldg. 200 room 201
Has GCC determined a need for more faculty/staff offices for this program? How many?		YES. 1 FTE. Room 201 houses all faculty, adjuncts and supplies. More space is critically needed.
What location has been identified for the additional office space?	None so far	

EDUCATION- Associate Degree/ Certificate		GCC COMMENTS
Current enrollment:		378
Projected enrollment:		400
Do the current and projected enrollments include Certificate Program enrollees?		YES
Maximum student count per class:		30 with the exception of ED 292 which is 10 and online courses which is 20.
Location and number of rooms used for instruction:		Bldg. 200, Rooms 202, 203 and 207
Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate instructional time and location for the Certificate Program?		All students take classes at the same time. NO. Classes are tight for courses over 20 students. We have enough tables and chairs to accommodate 30 students, but space is limited. This is difficult especially when taking tests and role playing activities.
Are the current classroom/lab spaces adequate??		4-5 classrooms will be ideal. This will allow for office space for fulltime as well as adjunct faculty and classrooms so we may offer more courses, especially during the peak hours of 4-7:30 p.m.
Has GCC determined a need for more instruction space to serve this program? How much more space?		NONE
What location has been identified for the additional classroom/lab space?		4 FTE- 3 postsecondary; 1 secondary; 1 PS Limited Term
Current faculty/staff count:		5 FTE: 4 postsecondary and 1 secondary
Projected faculty/staff count:		1 office in room 201
Location and number of faculty/staff offices:		No. 1 more office needed.
Has GCC determined a need for more faculty/staff offices for this program? How many?		None so far.
What location has been identified for the additional office space?		

EMERGENCY MANAGEMENT-Associate Degree/Certificate		GCC COMMENTS
Current enrollment:	2	
Projected enrollment:	15	
Do the current and projected enrollments include Certificate Program enrollees?	YES	
Maximum student count per class:	30	
Location and number of rooms used for Instruction:	A28, A29, Room 104, Room 105	
Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate instructional time and location for the Certificate Program?	YES	
Are the current classroom/lab spaces adequate??	NO	
Has GCC determined a need for more instruction space to serve this program? How much more space?	Not aware	
What location has been identified for the additional classroom/lab space?	NONE	
Current faculty/staff count:	5 FACULTY, 1 STAFF	
Projected faculty/staff count:	6 FACULTY, 1 STAFF	
Location and number of faculty/staff offices:	A10	
Has GCC determined a need for more faculty/staff offices for this program? How many?	Not aware	
What location has been identified for the additional office space?	NONE	

FIRE SCIENCE—Certificate	GCC COMMENTS
Current enrollment:	25
Projected enrollment:	75
Maximum student count per class:	30
Location and number of rooms used for instruction:	A28, A29, Room 104, Room 105
Are the current classroom/lab spaces adequate??	NO
Has GCC determined a need for more instruction space to serve this program? How much more space?	Not aware
What location has been identified for the additional classroom/lab space?	NONE
Current faculty/staff count:	5 FACULTY, 1 STAFF
Projected faculty/staff count:	6 FACULTY, 1 STAFF
Location and number of faculty/staff offices:	A10
Has GCC determined a need for more faculty/staff offices for this program? How many?	Not aware
What location has been identified for the additional office space?	NONE

FOOD & BEVERAGE MANAGEMENT- Associate Degree		GCC COMMENTS
Current enrollment:		25+
Projected enrollment:		50+
Maximum student count per class:		25
Location and number of rooms used for instruction:		300 Bldg and 1100
Are the current classroom/lab spaces adequate??		NO
Has GCC determined a need for more instruction space to serve this program? How much more space?		NO; Need 4 more classrooms
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		2 FACULTY; 1 STAFF
Projected faculty/staff count:		3 FACULTY; 1 STAFF
Location and number of faculty/staff offices:		300 Bldg room 302; 1 staff
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

HOTEL OPERATIONS & MANAGEMENT-- Associate Degree	GCC COMMENTS
Current enrollment:	25+
Projected enrollment:	50+
Maximum student count per class:	25
Location and number of rooms used for instruction:	300 Bldg and 1100
Are the current classroom/lab spaces adequate??	NO
Has GCC determined a need for more instruction space to serve this program? How much more space?	NO; 3 more classrooms with Food and Beverage
What location has been identified for the additional classroom/lab space?	NO
Current faculty/staff count:	2 FACULTY; 1 STAFF
Projected faculty/staff count:	2 FACULTY; 1 STAFF
Location and number of faculty/staff offices:	1/1000
Has GCC determined a need for more faculty/staff offices for this program? How many?	NO
What location has been identified for the additional office space?	NONE

LIBERAL ARTS— Associate Degree	GCC COMMENTS
Current enrollment:	
Projected enrollment:	
Maximum student count per class:	
Location and number of rooms used for instruction:	
Are the current classroom/lab spaces adequate??	
Has GCC determined a need for more instruction space to serve this program? How much more space?	
What location has been identified for the additional classroom/lab space?	
Current faculty/staff count:	
Projected faculty/staff count:	
Location and number of faculty/staff offices:	
Has GCC determined a need for more faculty/staff offices for this program? How many?	
What location has been identified for the additional office space?	
Note: Liberal Arts students are already counted in General Education classes. To avoid duplication, this template is being left blank.	

MARKETING- Associate Degree		GCC COMMENTS
Current enrollment:		47
Projected enrollment:		50
Maximum student count per class:		MK123-01= 20; MK205-01=15; MK207-01= 20
Location and number of rooms used for instruction:		MK123-01= 601; MK205-01=601; MK207-01= TC1102
		No. 601 is configured for -use as a high school classroom. TC1102 (although a lecture room) is being shared with multiple classes and is filled with equipment and supplies. This creates a crowded and unprofessional learning atmosphere.
Are the current classroom/lab spaces adequate??		
Has GCC determined a need for more instruction space to serve this program? How much more space?		Not that I'm aware of.
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		4 adjunct
Projected faculty/staff count:		1 fulltime or 4-6 adjunct
Location and number of faculty/staff offices:		NONE
Has GCC determined a need for more faculty/staff offices for this program? How many?		Not that I'm aware of.
What location has been identified for the additional office space?		NONE

MEDICAL ASSISTING- Associate Degree/Certificate	GCC COMMENTS
Current enrollment:	58
Projected enrollment:	40-60 annually
Do the current and projected enrollments include Certificate Program enrollees?	YES
Maximum student count per class:	15 lab, 20-30 classroom
Location and number of rooms used for instruction:	Allied Health Bldg 2 nd floor
Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate instructional time and location for the Certificate Program?	YES
Are the current classroom/lab spaces adequate??	YES
Has GCC determined a need for more instruction space to serve this program? How much more space?	NO
What location has been identified for the additional classroom/lab space?	NONE
Current faculty/staff count:	2 FULLTIME; 2 ADJUNCT
Projected faculty/staff count:	3 FULLTIME; 1-2 ADJUNCT
Location and number of faculty/staff offices:	2
Has GCC determined a need for more faculty/staff offices for this program? How many?	NO
What location has been identified for the additional office space?	NONE

MEDIUM / HEAVY TRUCK DIESEL TECHNOLOGY – Certificate	GCC COMMENTS
Current enrollment:	44
Projected enrollment:	
Maximum student count per class:	20
Location and number of rooms used for instruction:	Building 500 and 1 room
Are the current classroom/lab spaces adequate??	NO
Has GCC determined a need for more instruction space to serve this program? How much more space?	
What location has been identified for the additional classroom/lab space?	
Current faculty/staff count:	
Projected faculty/staff count:	
Location and number of faculty/staff offices:	
Has GCC determined a need for more faculty/staff offices for this program? How many?	NO
What location has been identified for the additional office space?	

OFFICE TECHNOLOGY~ Associate Degree/Certificate		GCC COMMENTS
Current enrollment:		316
Projected enrollment:		FA'12= 356; SP'12= 320
Do the current and projected enrollments include Certificate Program enrollees?	YES	
Maximum student count per class:		20
Location and number of rooms used for instruction:		D-wing and A-wing shared 4 classrooms total
Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate Instructional time and location for the Certificate Program?	YES	
Are the current classroom/lab spaces adequate??	NO. Need 50% larger room.	
Has GCC determined a need for more instruction space to serve this program? How much more space?	NO.	
What location has been identified for the additional classroom/lab space?	D-wing	
Current faculty/staff count:	2 FULLTIME; 7 ADJUNCTS	
Projected faculty/staff count:	2 FULLTIME; 7 ADJUNCTS	
Location and number of faculty/staff offices:	2 offices in building 1000	
Has GCC determined a need for more faculty/staff offices for this program? How many?	NO	
What location has been identified for the additional office space?	NONE	

PRE-ARCHITECTURAL DRAFTING- Associate Degree		GCC COMMENTS
Current enrollment:		
Projected enrollment:		20
Maximum student count per class:		20
Location and number of rooms used for instruction:		Building 200; Nursing Building
Are the current classroom/lab spaces adequate??		NO
Has GCC determined a need for more instruction space to serve this program? How much more space?		NO
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		1 Fulltime Faculty; 5 Adjunct Faculty
Projected faculty/staff count:		NONE
Location and number of faculty/staff offices:		Building 200
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

PRACTICAL NURSING-- Certificate		GCC COMMENTS
Current enrollment:		31
Projected enrollment:		40
Maximum student count per class:		31 on lecture day; 15 on Mon/Tues; 16 on Thurs/Fri-Lab days
Location and number of rooms used for instruction:		Allied Health bldg 2 nd floor, 1 nursing classroom, 2 lab rooms
Are the current classroom/lab spaces adequate??		Yes
Has GCC determined a need for more instruction space to serve this program? How much more space?		No need has been determined to my knowledge and yes we could use more office space
What location has been identified for the additional classroom/lab space?		Not aware
Current faculty/staff count:		1 director, 4 nursing instructors, 1 admin assist, 1 faculty support person (Rose)
Projected faculty/staff count:		CNA program-1 full-time, 1 adjunct; EMT/Paramedic program-2 adjunct
Location and number of faculty/staff offices:		next to reception area where admin assist sits; 6 faculty offices
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO. Projected need is at least 2 more offices
What location has been identified for the additional office space?		Not aware

PRE-NURSING-Certificate	GCC COMMENTS
Current enrollment:	Author does not have answers
Projected enrollment:	
Maximum student count per class:	
Location and number of rooms used for instruction:	
Are the current classroom/lab spaces adequate??	
Has GCC determined a need for more instruction space to serve this program? How much more space?	
What location has been identified for the additional classroom/lab space?	
Current faculty/staff count:	
Projected faculty/staff count:	
Location and number of faculty/staff offices:	
Has GCC determined a need for more faculty/staff offices for this program? How many?	
What location has been identified for the additional office space?	

SUPERVISION & MANAGEMENT – Associate Degree/ Certificate		GCC COMMENTS
Current enrollment:		164
Projected enrollment:		170
Do the current and projected enrollments include Certificate Program enrollees?		YES
Maximum student count per class:		SM108-01= 20; SM108-02= 20; SM208-01= 20; SM211-01= 20 (actual enrollment is 21); SM215-01= 20 (actual enrollment is 21); SM220-01= 20 (actual enrollment is 22); SM230-01= 20; SM245-01= 20
Location and number of rooms used for instruction:		SM108-01= C1; SM108-02= C1; SM208-01= C1; SM211-01= C1 (actual enrollment is 21); SM215-01= C1 (actual enrollment is 21); SM220-01= C1 (actual enrollment is 22); SM230-01= 09; SM245-01= C1
Do Certificate Program students take the same classes with Associate Degree students? Or is there a separate instructional time and location for the Certificate Program?		Certificate Program students take the same classes with Associate Degree students.
Are the current classroom/lab spaces adequate??		Spaces are adequate but not ideal. Holding all Supervision and Management classes in the same room/building would be ideal.
Has GCC determined a need for more instruction space to serve this program? How much more space?		Not aware
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		1 fulltime, 4 adjunct
Projected faculty/staff count:		2 fulltime or status quo
Location and number of faculty/staff offices:		One shared office adjacent to D building
Has GCC determined a need for more faculty/staff offices for this program? How many?		restrooms (faculty lounge) but there are no existing phone lines.
What location has been identified for the additional office space?		Not aware
		NONE

SURVEYING TECHNOLOGY- Associate Degree/ Certificate		GCC COMMENTS
Current enrollment:		20
Projected enrollment:		20
Maximum student count per class:		20
Location and number of rooms used for instruction:		1
Are the current classroom/lab spaces adequate??		NO
Has GCC determined a need for more instruction space to serve this program? How much more space?		NO
What location has been identified for the additional classroom/lab space?		NO
Current faculty/staff count:		2 Adjunct
Projected faculty/staff count:		NONE
Location and number of faculty/staff offices:		Building 200
Has GCC determined a need for more faculty/staff offices for this program? How many?		NO
What location has been identified for the additional office space?		NONE

TOURISM & TRAVEL MANAGEMENT-- Associate Degree		GCC COMMENTS
Current enrollment:	50	
Projected enrollment:	75+	
Maximum student count per class:		
Location and number of rooms used for instruction:	300 Bldg and 1100	
Are the current classroom/lab spaces adequate??	NO	
Has GCC determined a need for more instruction space to serve this program? How much more space?	NO	
What location has been identified for the additional classroom/lab space?	NONE	
Current faculty/staff count:	1 FACULTY; 1 STAFF	
Projected faculty/staff count:	2 FACULTY; 1 STAFF	
Location and number of faculty/staff offices:	1100 and 1 office	
Has GCC determined a need for more faculty/staff offices for this program? How many?	NO	
What location has been identified for the additional office space?	NONE	

VISUAL COMMUNICATIONS – Associate Degree		GCC COMMENTS
Current enrollment:		
Projected enrollment:		178 230
Maximum student count per class:		VC101-01= 20; VC101-02= 20; VC101-03= 20 (actual enrollment is 21); VC125-01= 18; VC125-02= 18 (actual enrollment is 21); VC126-01= 18; VC126-02= 18 (actual enrollment is 20); VC135-01= 18; VC141-01= 18; VC172-01= 18; VC201-01= 15
Location and number of rooms used for instruction:		VC101-01= TC1108; VC101-02= TC1108; VC101-03= TC1108 (actual enrollment is 21); VC125-01= TC1222; VC125-02= TC1222 (actual enrollment is 21); VC126-01= TC1222; VC126-02= TC1222 (actual enrollment is 20); VC135-01= TC1108; VC141-01= TC1222; VC172-01= TC1222; VC201-01= TC1109
Are the current classroom/lab spaces adequate??		No. Because class maximums are tied to the number of workstations, there is a limit of 18 students for most classes.
Has GCC determined a need for more instruction space to serve this program? How much more space?		Not aware

	Not that I'm aware of. However, if the current occupants of TC1101 (College Access Challenge Program) could be relocated elsewhere, possibly to the new Student Center, expansion of the VisCom programs could become a reality. The layout of the portion of the Tech Building wherein TC1 101 is situated contains a classroom- TC1102, and a studio/classroom-TC1115 which could easily be converted into additional lab/classroom space. This conversion would accommodate the VisCom program expansion.
What location has been identified for the additional classroom/lab space?	
Current faculty/staff count:	11 adjunct
Projected faculty/staff count:	2 fulltime or 1 fulltime plus 4-6 adjunct
Location and number of faculty/staff offices:	NONE
Has GCC determined a need for more faculty/staff offices for this program? How many?	Not aware
What location has been identified for the additional office space?	NONE

GENERAL EDUCATION PROGRAM INFORMATION	GCC COMMENTS		
MATH and SCIENCE	1259 (1444 total seats or 87% filled to capacity) NOTE: in parenthesis is the total seats for each course. Math: 990 students [Adult High: 35 (70 or 50% filled); MA052:19 (50 or 38% filled); MA065:16 (20 or 80% filled)] Developmental Math: 794 (800 or 99% filled); MA085: 203 (200 or 102% filled); MA095: 301 (310 or 97% filled); MA108: 290 (280 or 104% filled)] Non-Developmental Math: 161 (248 or 65% filled); MA110a: 144 (188 or 77% filled); MA161a: 7 (30 or 23% filled); MA161b: 10 (30 or 33% filled)]. Science: 269 total (326 or 83% filled); SI103: 82 (84 or 98% filled); SI110: 116 (128 or 91% filled); SI130: 52 (60 or 87% filled); SI150: 18 (24 or 75% filled); and, SI141: 1 (30 or 3% filled). Current enrollment:	Quick summary: Developmental Math is where drastic increases occur during the fall semester registration, primarily the MA085 and MA095 classes. Recommend that at least two additional sections should be scheduled for fall and maybe at least one held in reserve for each of those courses. MA108 and MA110a could use one additional section each. High demand for the Developmental courses occur between the 10 am and 4pm time periods and would recommend that the additional sections be scheduled between those time intervals.	

Projected enrollment:	Projected Total Enrollment for Fall 2011: 1564 students or about 305 more students over spring semester, a 24% increase	Generally, the fall semester experiences a higher enrollment than spring, recommend about two additional sections for each of the Developmental Math Courses (MA085, MA095 and MA108), one additional section for the MA110a course, the others are status quo. For the science courses one additional for the Marine and Environmental Biology classes, the others are status quo. Projected enrollment for Fall: Adult High:	50 students; Developmental Math: 794 + (3 courses)(2 sections)(30 students) = 794 + 180 = 974 students; MA110: 144 + 30 (one additional section) = 174 students; MA161a and 161b: 30 students; SI103-Marine Bio.: 82 + 24 (one additional section) = 106 students; SI110-Environ. Bio.: 116 + 24 (one additional section) = 140 students; SI130- 60 students; SI150- 30 students.
Maximum student count per class:	30		

Location and number of rooms used for instruction:	The MATH courses are distributed over 13 different classrooms (MA052-C24, AHB3117; MA065- C23; MA085- C22, C23, C24, A26, D2, D10, 3111; (The course is capable of being supported by online coursework, but due to the high demand for computer supported classrooms only 3 out of the 9, are held in classrooms equipped with computers. Recommend that all sections be placed in classrooms equipped with computers) MA095-A7, A26, D10, C5, AHB3117; (Except for two sections (2 out of 11), the course is taught in computer supported rooms. Again recommend that all sections be taught in classrooms equipped with computers) MA108-A7, D9, D10,A26, C24; (All except 1 (out of 11) are taught in computer equipped rooms) MA110- A7, A26, D9, AHB3114, 3108). The SCIENCE courses are all located in the Allied Health Building, 3111, 3113, 3115, 3117, 3120. The current inventory of classrooms used by science courses were designed to support the science course and are adequate.		
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Are the current classroom/lab spaces adequate??	Math-There are 8 different math courses currently being offered, 4 should be taught in computer equipped rooms or of the 39 sections of classes that can be supported by computer equipped rooms 31 are in those rooms. The eight sections are primarily MA085 classes. Recommend that all sections of MA085, MA095, MA108 and MA110A, please note that 31 out of 39 is historically the highest rate. Science-The science courses are adequately supported thanks to the new Allied Health Building.		
Has GCC determined a need for more instruction space to serve this program? How much more space?			
What location has been identified for the additional classroom/lab space?			
Current faculty/staff count:	FULLTIME INSTRUCTORS= 8 (5 MATH AND 3 SCIENCE); ADJUNCT INSTRUCTORS= 13 (11 MATH AND 2 SCIENCE)		
Projected faculty/staff count:			
Location and number of faculty/staff offices:	Offices are primarily in two places C26 and AHB 3123 to 3126		
Has GCC determined a need for more faculty/staff offices for this program? How many?			
What location has been identified for the additional office space?			

GENERAL EDUCATION PROGRAM INFORMATION	GCC COMMENTS	
DEVELOPMENTAL ENGLISH		
Current enrollment:	FALL 2010 Enrollment = 584 (EN100B= 58; EN100R= 206; EN100W= 320); SPRING 2011 Enrollment= 623 (EN100B= 45; EN100R= 210; EN100W= 368)	
Projected enrollment:	Developmental English courses continue to see an increase in enrollment.	
Maximum student count per class:	EN100B= 15; EN100R= 20; EN100W= 20	
Location and number of rooms used for instruction:	EN100B: Fund. Of English/Basic (Fall 2010-room A6 for 2 sections; room C-21 for 1 section; and, room 601 for 1 section)(Spring 2011-room A-6 for 2 sections; room C25 for 2 sections); EN100R: Fund. Of English/Reading (Fall 2010-room A-6 for 6 sections; room C-5 for 2 sections; and room C-25 for 2 sections)(Spring 2011-room A-6 for 8 sections; room C-5 for 1 section; and room C-25 for 1 section); EN100W: Fund. Of English/Writing (Fall 2010 and Spring 2011- room C4 for 32 sections).	

Are the current classroom/lab spaces adequate??	No—One classroom with computers houses all EN100W courses/ would like to add one or two other classrooms with computers for EN100W; Need one or two additional classrooms with comprehensive classroom libraries to best meet the needs of students in EN100B and EN100R; Would also like wireless capabilities available within classrooms for students who can download novels or research authors and novels; Would also like 2-3 computer stations/laptops available for students to research authors and novels as needed	
Has GCC determined a need for more instruction space to serve this program? How much more space?	Not sure; but as DC I believe that EN100B needs to identify one or two classrooms which can house teaching materials specifically for this student population; EN100W can serve more students (increase course sections) with two additional classrooms with computers.	
What location has been identified for the additional classroom/lab space?	NONE	

Current faculty/staff count:	5 FULLTIME FACULTY; 1 FULLTIME LIMITED-TERM; 1 STAFF; In Fall 2010, there were 14 Adjunct instructors for 17 Courses; In Spring 2011, there were 11 Adjunct instructors for 16 Courses.	
Projected faculty/staff count:	Enough adjunct courses to justify need for a minimum of 2-3 more FT Developmental Education instructors.	
Location and number of faculty/staff offices:	C-3 is the English Office and houses the DC, 1 Staff, 1 FT instructor, 1 FT-LTA, 2-4 Tutors/Tutorial Sessions, and 1-2 Work Study Students; 1 FT instructor is in TC1103; 2 FT Instructors are in Room 206; 1 FT-LTA is in Room 206	
Has GCC determined a need for more faculty/staff offices for this program? How many?	Yes, 1 FT-LTA Developmental Education position may transition into a FT position at the end of Spring 2011	
What location has been identified for the additional office space?	NONE	

GENERAL EDUCATION PROGRAM INFORMATION		GCC COMMENTS	
ENGLISH			
Current enrollment:		FALL 2010 Enrollment = 291 (EN110= 174; EN111= 53; EN125= 45; EN210= 19); SPRING 2011 Enrollment= 314 (EN110= 203; EN111= 38; EN125= 37; EN210= 36)	
Projected enrollment:		Developmental English courses continue to see an increase in enrollment.	
Maximum student count per class:		EN110= 20; EN111= 20; EN125= 20; EN210= 20	
Location and number of rooms used for instruction:		EN110: Freshman English (Fall 2010-room A6 for 1 section; room C-5 for 2 sections; room C-21 for 4 sections; and, room C22 for 1 section)(Spring 2011-room C5 for 3 sections; room C21 for 6 sections; and, room C22 for 1 section); EN111: Writing for Research (Fall 2010-room C5 for 2 sections and room C-22 for 1 section)(Spring 2011-room C5 for 1 section and room C-22 for 1 section); EN125: Introduction to Speech (Fall 2010-room C-24 for 1 section and room 202 for 1 section)(Spring 2011- room C-22 for 1 section and room 201 for 1 section); EN210: Introduction to Literature (Fall 2010-room C-21 for 1 section and room C-22 for 1 section).	
Are the current classroom/lab spaces adequate??		Yes; ideally, I would like to have computer stations in classrooms available for EN110 and EN111 courses	
Has GCC determined a need for more instruction space to serve this program? How much more space?		Not aware	
What location has been identified for the additional classroom/lab space?		NONE	
Current faculty/staff count:		2 FT Faculty/ 1 FT LTA/ 1 Staff (same individual for Developmental Education; Fall 2010-6 adjunct instructors for 9 courses; Spring 2011-4 adjunct instructors for 5 courses.	

Projected faculty/staff count:	Enough adjunct courses to justify a minimum of 2 FT English positions.	
Location and number of faculty/staff offices:	Room 206-Cubicles assigned to 2 FT Faculty	
Has GCC determined a need for more faculty/staff offices for this program? How many?	Currently, 1 FT-LTA English has assumed 5 classes and unsure if this position will be available for Fall 2011; 1 FT English position ends Spring 2012 (instructor leaving island) again, unsure if this position will be filled	
What location has been identified for the additional office space?	NONE	

CONTINUING EDUCATION		GCC COMMENTS
Current enrollment:		2416 (OCT'10 - DEC'10); 3228 (JAN'11 - MAR'11)
Projected enrollment:		15% quarterly increase (JAN'10-MAR'10=2797 and JAN'11-MAR'11=3228)
Maximum student count per class:		20 on average
Location and number of rooms used for instruction:		Multipurpose Auditorium, Allied Health Center, Technology Center, A-bldg, D-bldg, 400-bldg, Online
Are the current classroom/lab spaces adequate??		YES
Has GCC determined a need for more instruction space to serve this program? How much more space?		UNKNOWN
What location has been identified for the additional classroom/lab space?		NONE
Current faculty/staff count:		6 Fulltime; 2 Adjunct; 5 Staff
Projected faculty/staff count:		
Location and number of faculty/staff offices:		Student Services and Administration Building; 3 Offices
Has GCC determined a need for more faculty/staff offices for this program? How many?		UNKNOWN
What location has been identified for the additional office space?		NONE

ADULT EDUCATION-ESL	GCC COMMENTS
Current enrollment:	ESL Low Beginning: 17; ESL High Beginning: 18; ESL Low Intermediate: 19; ESL High Intermediate: 17; ESL Advance: 17
Projected enrollment:	120 (20 per ESL class level)
Maximum student count per class:	20
Location and number of rooms used for instruction:	GCC Campus
Are the current classroom/lab spaces adequate??	NO
Has GCC determined a need for more instruction space to serve this program? How much more space?	YES
What location has been identified for the additional classroom/lab space?	Foundation Bldg. Second Floor
Current faculty/staff count:	5 Faculty; 4 Staff
Projected faculty/staff count:	6 Faculty; 5 Staff
Location and number of faculty/staff offices:	Adult Education Office (A9)= 6 Faculty, 4 Staff
Has GCC determined a need for more faculty/staff offices for this program? How many?	Not aware
What location has been identified for the additional office space?	Not aware

ADULT EDUCATION-ABE	GCC COMMENTS
Current enrollment:	ABE030 (GCC Campus)= 22; ABE030 (GCC Campus)= 23; ABE030 (Off-Campus-Ylgo)= 24
Projected enrollment:	MAX PER CLASS: ABE030= 25; ABE031= 25; ABE040= 25; ABE041= 25; GED050= 25; GED051= 25
Maximum student count per class:	25
Location and number of rooms used for instruction:	FOUNDATION BLDG, SECOND FLOOR
Are the current classroom/lab spaces adequate??	NO
Has GCC determined a need for more instruction space to serve this program? How much more space?	YES
What location has been identified for the additional classroom/lab space?	FOUNDATION BLDG, SECOND FLOOR
Current faculty/staff count:	Adult Education Office (A9): 6 Faculty, 4 Staff
Projected faculty/staff count:	6 Faculty; 5 Staff
Location and number of faculty/staff offices:	FOUNDATION BLDG, SECOND FLOOR
Has GCC determined a need for more faculty/staff offices for this program? How many?	Not aware
What location has been identified for the additional office space?	Not aware

SECONDARY EDUCATION	GCC COMMENTS
Current enrollment:	666 (as of Spring 2011)
Projected enrollment:	
Maximum student count per class:	730
	20
Location and number of rooms used for instruction:	Allied Health: Room A28a; AutoCADD: Room 204 plus lab area; Automotive: Room 502 and 504 plus shop area; Autobody: Room 901 plus shop area; Carpentry: Room 604 plus shop area; Early Childhood: Room 207; Electronics: Room 1220; Marketing: Room 601 plus store lab area; Lodging Management: Room 301; ProStart: Room 304 plus kitchen area; VisCom: Room 1108
Are the current classroom/lab spaces adequate??	YES
Has GCC determined a need for more instruction space to serve this program? How much more space?	NO
What location has been identified for the additional classroom/lab space?	NONE
Current faculty/staff count:	12 Instructors; 1 Counselor
Projected faculty/staff count:	12 Instructors; 1 Counselor
Location and number of faculty/staff offices:	None for Secondary Program
Has GCC determined a need for more faculty/staff offices for this program? How many?	NO
What location has been identified for the additional office space?	NONE

OFFICE NAME:	GCC COMMENTS		
Current staff count:	312(238 Fulltime plus 74 Parttime)		
Projected faculty/staff count: Location and number of faculty/staff offices:	254 Fulltime plus 74 Parttime based on January 2011 Staffing Pattern		
	LOCATION	EMPLOYEE NAME	HOME_ORGANIZATION
	107	Aguas, Jasmine P.	TRIO Programs
	107	Anglen, Dolores Ann Y.	TRIO Programs
	107	Bautista, Justine C.	TRIO Programs
	107	Borja, Leeana L.	TRIO Programs
	107	Ebeo, Roslynn R.	TRIO Programs
	107	Flores, Winona S.	TRIO Programs
	107	Gallo, Reynard H.	TRIO Programs
	107	Rosario, Barbara A.	TRIO Programs
	107	Serafico, Alyssa P.	TRIO Programs
	107	Sison, Christine B.	TRIO Programs
	107	Wong, Anna Marie B.	TRIO Programs
	201	Aguilar, Marina C.	Early Childhood Education
	201	Blas, Joann P.	Education
	201	Camacho, Clare A.	Early Childhood Education
	201	Leon Guerrero, Sarah S.	Early Childhood Education
	201	Palomo, Melissa L.	Early Childhood Education
	201	Postrozny, Marsha M.	Early Childhood Education
	204	Zilian, John E.	Construction Trades
	206	Galvez-Reid, Carol L.	English
	206	Leon Guerrero, Catherine U.	Construction Trades
	206	Tam, Wilson W.	Developmental Education
	206	Tenorio, Juanita M.	Developmental Education
	206	Ventura, Desiree T.	Developmental Education
	301	Yurko, Phyllis A.	Tourism
	302	Blas, Joanne M.	Tourism
	302	Mead, Barry L.	Tourism

304	Evangelista, Frank F.	Tourism
501	Dennis, Christopher T.	Automotive Technology
501	Limtiaco, Lawrence V.	Continuing Education
502	Cejoco, Jose L.	Automotive Technology
502	Reyes, Graig I.	Automotive Technology
503	Dennis, Christopher T.	Automotive Technology
503	Mendiola, Ricardo Lee H.	Automotive Technology
504	Egana, Joel E.	Automotive Technology
504	Flores, Joseph L.	Automotive Technology
504	Pajarillo, Lyndon B.	Automotive Technology
300 Bldg	Quichocho, Joseph R.	Facilities
300 Bldg, Room 303	Duenas, Elizabeth J.	Civic Engagement
300 Bldg, Room 303	Leon Guerrero, Barbara B.	Center for Student Involvement
300 Bldg, Room 303	Lizama, Donnie L.	Center for Student Involvement
300-Bldg-	Muna, Richard C.	Facilities
300-Bldg-	Quichocho, Joseph R.	Facilities
300-Bldg-	Rojas, Joseph Vincent T.	Facilities
300-Bldg-	Rosario, Joaquin U.	Facilities
300-Bldg-	Santos, Rudy M.	Facilities
300-Bldg-	Toves, Calvin F.	Facilities
400, Kitchen	Dietrichs, Kevin J.	Tourism
400, Kitchen	Kerner, Paul N.	Tourism
A-10	Armstrong, John M.	Social Science
A-10	Cruz, Donna M.	Criminal Justice
A-10	Munoz, Jose U.	Social Science
A-10	Quitugua, Rosita G.	Criminal Justice
A-10	Salas, Monica A.	Criminal Justice
A-10	San Nicolas, Brian J.	Social Science
A-10	Sison, Benjamin C.	Criminal Justice
A-9	Babauta, Yvonne M.	GED
A-9	Cruz, Evangeline P.	Dean's Office - TPS
A-9	Hosei, Huan F.	Adult Basic Education
A-9	Joker, Darwin K.	Adult Basic Education
A-Building, Health Center	Bataclan, Emma R.	Health Services Center

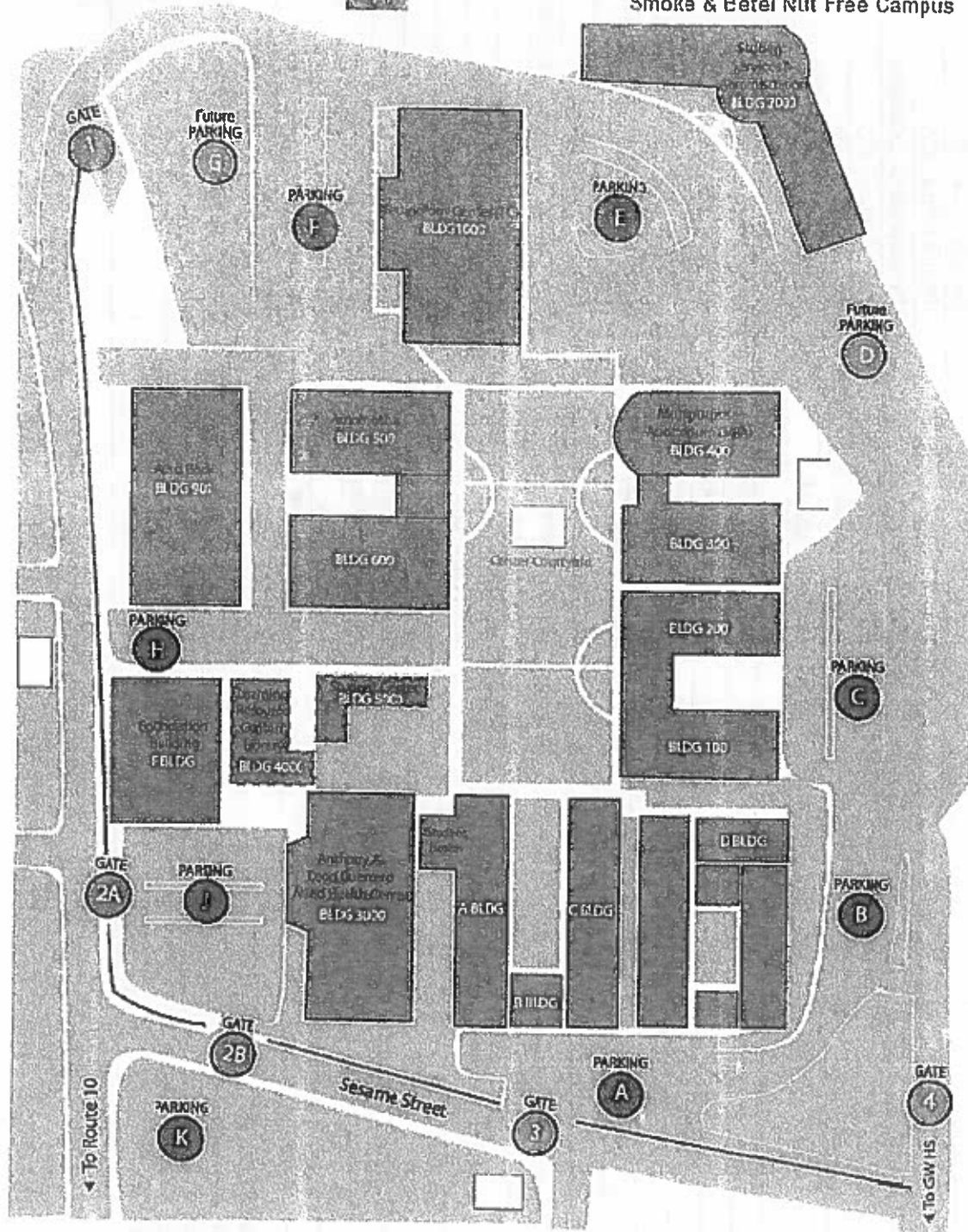
A-Building, Health Center	delos Santos, Maria Cecilia H.	Health Services Center
A-Building, Health Center	Mesa, Genevieve P.	Health Services Center
AH	Blas, Frank M.	Math
AH-3123	Jocson, John Michael U.	Science
AH-3124	Sunga, Anthony Jay J.	Science
AH-3125	Kerr, Jo Nita Q.	Science
AH-3126	Blas, Frank M.	Math
AH-3213	Foster, Louise R.	Practical Nursing
AH-3214	Jones, Virginia N.	Practical Nursing
AH-3215	Manglona, Dorothy-Lou	Practical Nursing
AH-3216	Bordallo, Angela T.	Practical Nursing
AH-3217	Artero, Jennifer B.	Practical Nursing
AH-3218	Loveridge, Rosemary J.	Practical Nursing
AH-3222	Uchima, Katsuyoshi	Allied Health
AH-3228	Mafnas, Barbara C.	Allied Health
AH-FRONT COUNTER	Toves, Tamara Therese I.	Practical Nursing
B-bldg.	Cabrito, Antonita F.	Night Administration
B-bldg.	Cruz, Harold R.	Student Support Services
B-bldg.	Diaz, John L.	Student Support Services
B-bldg.	Hussey, Lorraine R.	Student Support Services
B-bldg.	Ige, Joanne A.	Student Support Services
B-bldg.	Payne, John F.	Night Administration
B-bldg.	Santos, Irene J.	Student Support Services
B-bldg.	Terlaje, Patricia M.	Assessment and Counseling
C-26	Datuin, Theresa Ann H.	Math
C-26	Lam, Steve S.	Math
C-26	Torres II, Carl E.	Math
C-3	Baza-Cruz, Lisa A.	Developmental Education
C-3	Bollinger, Simone E.	Developmental Education
C-3	Cabatic, Antonia M.	Dean's Office - TSS
C-3	Huseby, Polli R.	Developmental Education
Cosmetology Lab-Bldg 100, Room 101	Abshire, Ronnie J.	Cosmetology

	Cosmetology Lab-Bldg 100, Room 101	Aguon, Janice T.	Cosmetology
	Cosmetology Lab-Bldg 100, Room 101	Bukikosa, Ines E.	Cosmetology
	D-1	Bautista, Kenneth C.	Management Information Systems
	D-1	Camacho, Francisco C.	Management Information Systems
	D-1	Dacanay, Gerard L.	Management Information Systems
	D-1	Duque, Richard O.	Management Information Systems
	D-6	Camacho, Christopher J.	Management Information Systems
	D-6	David, Margarita Q.	Management Information Systems
	D-6	De Leon, Benedict C.	Management Information Systems
	D-6	Fabro, Jefferson V.	Management Information Systems
	D-6	Ridgell, Joel E.	Management Information Systems
	D-8b	Balbin, Sandy R.	Business
	D-8b	Flores, Yvonne C.	Computer Science
	D-8b	Pangelinan, Pilar C.	Accounting
	D-8b	Setzer II, Michael D.	Computer Science
	D-8b	Teng, Zhaopei	Computer Science
	D-FACULTY OFFICE	Tupaz, Frederick Q.	Supervision and Management
	LRC	Anselmo, Evelyn P.	Learning Resource Center
	LRC	Cheipot, Steve S.	Learning Resource Center
	LRC	Cruz, Joselyn C.	Learning Resource Center
	LRC	Matson, Christine B.	Learning Resource Center
	LRC	Neff, Bernard R.	Learning Resource Center
	LRC	Sgambelluri, Juanita I.	Learning Resource Center
	SSA	Ludwig, Kasinda C.	Accommodative Services
	SSA-	Quitugua, Jose C.	Facilities
	SSA-2010	Tudela, Virginia C.	AIER
	SSA-2102	Anderson, Danielle B.	Business Office
	SSA-2102	Mayo, Lucille A.	Business Office
	SSA-2102	Mesa, Marlene R.	Business Office
	SSA-2103	Rios, Theda R.	Materials Management
	SSA-2104	Evangelista, Joleen M.	Materials Management
	SSA-2105	Rideb, Priscilla K.	Materials Management

SSA-2106	Lam, Pik Man	Business Office
SSA-2107	Carbon, Travis-Lee R.	Business Office
SSA-2107	Guerrero, Carol A.	Business Office
SSA-2109	Muna, Joann W.	Human Resources
SSA-2112	Rojas, Josephine T.	Human Resources
SSA-2113	San Nicolas, Apolline C.	Human Resources
SSA-2113	San Nicolas, Apolline C.	Human Resources
SSA-2113	Siguenza, Rose Marie L.	Human Resources
SSA-2114	Guerrero, Vivian C.	Student Financial Aid
SSA-2115	Terlaje, Kenneth C.	Student Financial Aid
SSA-2116	Lonsdale, Micki L.	Student Financial Aid
SSA-2117	Masnayon, Edgar C.	Admissions
SSA-2117	Paulus, Vincent K.	Admissions
SSA-2118	Concepcion, Marilyn L.	Admissions
SSA-2119	Borja, Levenne G.	Business Office
SSA-2122	Arceo, Tania C.	Continuing Education
SSA-2122	Pascua, Tara Rose A.	Continuing Education
SSA-2123	Perez, Rowena Ellen	Continuing Education
SSA-2124	Anderson, Catherine B.	Assessment and Counseling
SSA-2125	Rodgers, Victor	Continuing Education
SSA-2126	Anallista, Hernalin R.	Vocational Guidance Program
SSA-2127	Clymer, Imelda D.	Enrollment Services
SSA-2128	Sablan, Sally C.	Assessment and Counseling
SSA-2129	Damian, Eleanor A.	Dean's Office - TPS
SSA-2129	Sablan, Fermina A.	Dean's Office - TPS
SSA-2132	Sablan, Karen M.	Assessment and Counseling
SSA-2133	Roberto, Anthony J.	Assessment and Counseling
SSA-2134	Garcia, Ava M.	VP Academic Affairs Division
SSA-2134	Leon Guerrero, Latisha Ann N.	Dean's Office - TPS
SSA-2135	Lizama, Troy E.	Assessment and Counseling
SSA-2136	Barnhart, Terry L.	Continuing Education
SSA-2137	Guerrero, Teresita C.	Continuing Education
SSA-2138	Bautista, Kimberly C.	Dean's Office - TSS

SSA-2202	Santos, Carmen K.	VP Business
SSA-2203	San Nicolas, Cheryl B.	Business Office
SSA-2204	Limtuatco, Edwin E.	Business Office
SSA-2205	Cruz, Vivian D.	VP Business
SSA-2205	Santos Torres, Linda	Business Office
SSA-2207	Arceo, Josephine T.	Planning and Development
SSA-2207	Santos, Michelle M.	Dean's Office - TSS
SSA-2208	Johns, Priscilla C.	AIER
SSA-2208	Montague, Marlena O.	AIER
SSA-2208	Perez, Doris C.	Planning and Development
SSA-2209	Orioste, Karlln T.	Planning Programs
SSA-2211	Aguon, Evangeline M.	AIER
SSA-2211	Benavente, Joseph L.	AIER
SSA-2213	Chamberlain, Antonia M.	Planning Programs
SSA-2216	Datuin, Bonnie Mae M.	Alumni Relations and Fundraising
SSA-2216	Mendiola, Mary Ann N.	Alumni Relations and Fundraising
SSA-2217	Camacho, Johanna L.	Admissions
SSA-2218	Clymer, Patrick L.	Admissions
SSA-2219	Manglona, Gregorio T.	Environmental Health and Safety
SSA-2220	Chan, Michael L.	Dean's Office - TSS
SSA-2221	Cruz, Ana Q.	Dean's Office - TPS
SSA-2222	Chan, Michael L.	Dean's Office - TSS
SSA-2223	Manibusan, Doris E.	Dean's Office - TSS
SSA-2225	James, Geraldine S.	Dean's Office - TPS
SSA-2232	Reyes, Lolita C.	Alumni Relations and Fundraising
SSA-2233	Ridgell, Reilly A.	Dean's Office - TPS
SSA-2235	Bautista, Lourdes V.	Office of the President
SSA-2236	Blas, Barbara J.	VP Academic Affairs Division
SSA-2236	Garcia, Ava M.	VP Academic Affairs Division
SSA-2236	Muna, Esther A.	Office of the President
SSA-2237	Somera, Rene Ray D.	VP Academic Affairs Division
SSA-2238	Flores, Jayne T.	Communications and Promotions
SSA-2239	Okada, Mary A.	Office of the President
SSA-MAIN XEROX ROOM	Salas, Frank C.	Admin Support Services

	SSA-XEROX-2215	Palacios, Patricia U.	Admin Support Services
	T-6	Santiago, Dana	Dean's Office - TSS
	T-6	tutors x 20	Dean's Office - TSS
	TC-	Aguon, Rebecca T.	Developmental Education
	TC-1101	Afaisen, Mildred L.	Dean's Office - TSS
	TC-1101	Aguero, Michele M.	Dean's Office - TSS
	TC-1101	Artero, Pascual S.	Dean's Office - TSS
	TC-1101	Cruz, Lila L.	Dean's Office - TSS
	TC-1101	Cruz, Malory R.	Dean's Office - TSS
	TC-1101	Sanchez, Amber R.	Dean's Office - TSS
	TC-1101	Zacarias, Zyrius G.	Dean's Office - TSS
	TC-1108	Parvin, Paul D.	Visual Communications
	TC-1203	Gamble, Helen L.	Tourism
	TC-1204	San Nicolas, Anthony C.	Construction Trades
	TC-1205	Gima, Wesley T.	Communications and Promotions
	TC-1206	Tung, Frank C.	Tourism
	TC-1207	Roberson, Robin P.	Marketing
	TC-1208	Fejerang, Elaine C.	Computer Science
	TC-1212	Tyquengco, Ricky S.	Electronics
	TC-1213	Lee, Hee Suk	Electronics
	TC-1214	Atoigue, Ana Mari C.	Dean's Office - TSS
	TC-1215	Kuper, Terry F.	Electronics
	TC-1216	Limtiaco, John B.	Electronics
Has GCC determined a need for more faculty/staff office space for this program? How much more space?			
What location has been identified for the additional office space?	Not aware		
	Not aware		



Abstract[illegible]

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