

**From:** [Esther Rios](#)  
**To:** [Chin, Leslie](#)  
**Cc:** [Rodalyn Gerardo](#)  
**Subject:** Guam Community College (01536100) Program Review Response  
**Date:** Friday, January 7, 2022 7:47:29 PM

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Hafa Adai Leslie,

I hope this email finds you well. We have uploaded the response to your follow up email on the COD Document Center for your review. We have included a narrative of our responses as well as attachments for each finding. I apologize that I was not able to send the attachments in folders.

Thank you and have a great day.

Best Regards,

Esther

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**From:** Chin, Leslie  
**Sent:** Monday, January 3, 2022 11:10 AM  
**To:** Esther Rios <[esther.rios@guamcc.edu](mailto:esther.rios@guamcc.edu)>  
**Cc:** Rodalyn Gerardo <[rodalyn.gerardo@guamcc.edu](mailto:rodalyn.gerardo@guamcc.edu)>  
**Subject:** RE: Guam Community College (01536100) Program Review Response

Hi Esther,

Happy New Year! I hope you had a wonderful holiday break and are doing well.

I was able to review Guam's PRR response, and had a few follow up questions/items below:

**Finding 2 (R2T4 Calculation Errors):**

- GCC was required to provide evidence of the COD adjustments in its response. Please provide these.
- GCC stated in its response that the Board of Trustees Policy 240 Student Financial Aid was awaiting Board of Trustees' approval at the December 17, 2021 meeting, and that it will be on the school's website once approved. Please confirm that the policy was approved, provide documentation/statement (i.e. meeting notes) which reflect this, as well as a link to where it

is located on GCC's website.

**Finding 7 (Inadequate Policies and Procedures for Verification, Disbursement and Credit Balances):**

- (Same as above) GCC stated in its response that the Board of Trustees Policy 240 Student Financial Aid was awaiting Board of Trustees' approval at the December 17, 2021 meeting, and that it will be on the school's website once approved. Please confirm that the policy was approved, provide documentation/statement (i.e. meeting notes) which reflect this, as well as a link to where it is located on GCC's website.

**Finding 8 (Consumer Information Requirements Not Met):**

- GCC stated that a draft of the required institutional policies and sanctions related to copyright infringement were provided for review through the College's governance process, including presentation to the Board of Trustees for their review and approval of the changes. Please confirm that policies and sanctions were approved and provide documentation (i.e. meeting notes) that reflect this.

If I happen to overlook/miss it in GCC's response, please let me know which Appendix it is included in and I will take another look.

Otherwise, please provide the above requested items by **Wednesday, January 12<sup>th</sup>**.

Feel free to reach out to me if you have any questions.

Thank you,

Leslie



Dear Leslie,

Please find below, our narrative response to your follow up email dated January 3, 2022:

**Finding 2 (R2T4 Calculation Errors):**

- GCC was required to provide evidence of the COD adjustments in its response. Please provide these.

Response: Please refer to Appendices 2.A, 2.B, 2.C, and 2.D (previously included as appendices in our PRR response on 12/07/21) for evidence of the adjustments on COD. They are also attached here for your reference.

- GCC stated in its response that the Board of Trustees Policy 240 Student Financial Aid was awaiting Board of Trustees' approval at the December 17, 2021 meeting, and that it will be on the school's website once approved. Please confirm that the policy was approved, provide documentation/statement (i.e. meeting notes) which reflect this, as well as a link to where it is located on GCC's website.

Response: The Board of Trustees' December 17, 2021 meeting was rescheduled to December 23, 2021. Attached is the meeting minutes reflecting the approval of the policy. Here is the link to Board Policy 240 on the website: [https://guamcc.edu/sites/default/files/policy\\_240.2021.pdf](https://guamcc.edu/sites/default/files/policy_240.2021.pdf)

**Finding 7 (Inadequate Policies and Procedures for Verification, Disbursement and Credit Balances):**

- (Same as above) GCC stated in its response that the Board of Trustees Policy 240 Student Financial Aid was awaiting Board of Trustees' approval at the December 17, 2021 meeting, and that it will be on the school's website once approved. Please confirm that the policy was approved, provide documentation/statement (i.e. meeting notes) which reflect this, as well as a link to where it is located on GCC's website.

Response: The Board of Trustees' December 17, 2021 meeting was rescheduled to December 23, 2021. Attached is the meeting minutes reflecting the approval of the policy. Here is the link to Board Policy 240 on the website: [https://guamcc.edu/sites/default/files/policy\\_240.2021.pdf](https://guamcc.edu/sites/default/files/policy_240.2021.pdf)

**Finding 8 (Consumer Information Requirements Not Met):**

- GCC stated that a draft of the required institutional policies and sanctions related to copyright infringement were provided for review through the College's governance process, including presentation to the Board of Trustees for their review and approval of the changes. Please confirm that policies and sanctions were approved and provide documentation (i.e. meeting notes) that reflect this.

Response: The copyright infringement policy underwent its first reading during the December 23, 2021 Board of Trustees meeting and was approved during the January 6, 2022 meeting.

Please see attached December 23, 2021 meeting minutes as well as the meeting agenda for January 6, 2022. Also attached is the signed resolution approving the Policy 193 on January 6, 2022. The approved minutes of the January 6, 2022 meeting will not be available until the February 11, 2022 Board of Trustees meeting. Here is the link to Board Policy 193 on the website: [https://guamcc.edu/sites/default/files/bot\\_resolution\\_13-2021.copyright\\_fair\\_use\\_policy\\_193.signed.pdf](https://guamcc.edu/sites/default/files/bot_resolution_13-2021.copyright_fair_use_policy_193.signed.pdf)