



FACULTY SENATE
"Faculty Strong!"

Friday, November 30, 2018
3:30 p.m. – 4:30 p.m.
Student Center Building, Room 5108

AGENDA

- I. Call to Order / Welcome

- II. Faculty Senate Strategic Plan

- III. Discussion (Questions & Answers)

- IV. Adjournment

GUAM COMMUNITY COLLEGE
Faculty Senate

GCC's Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

Minutes

Friday, November 30, 2018

Student Center Building, Room 5108

@ 3:30 p.m.

- I. Meeting called to order @ 3:35 p.m.**
- II. Faculty Senate Strategic Plan (See Attachment)**
- A. Goal #1 – Labor Day Picnic (Faculty Senate charged) was a huge success for Guam Community College.
 - B. Goal #2 – JP. Roberto is currently working with Dr. E. Diego on a project for a year round education system.
 - C. Goal #3 – ongoing initiative for a few departments (Education and Cosmetology). Further information will be announced upon completion. Students will be able to see their midterm grades for each class they are enrolled in.
 - D. Goal #4 – this initiative will be continuous for the next couple of semesters. For example, Degree Works – new system on Banner, basically students will be able to track their own educational plan. Most especially handy for advisors. Guided Path – guiding the students until the end (completion of degree). Articulation proposals (Education, Criminal Justice and Luminus 6) Human Services will be a fourth addition.
 - E. Goal #5 – Concerns related to academics for example:
 - 1. Student survey regarding books. Management is fully aware however, faculty have gathered information as of cost and the efficiency of getting the books. How can we streamline the process? Should online books be considered?
 - 2. Faculty Senate President – Office hours. All aspects regarding academics. However, for employment issues, please see union representatives.
 - F. Goal #6 – Full efforts to have a complete Faculty Senate officers by 2019. JP. Roberto would like to distribute a confidential survey to faculty members.
 - G. Goal #7 – Ensure faculty are represented in all Guam Community College events.
 - H. Goal #8 – Meetings are the baseline for better communication.

Faculty Senate Website – Faculty Senate webpage will be created and ready for postings in Spring 2019. This site will be utilized to upload documents and post important information and announcements for faculty members.

- III. Discussion (Questions & Answers)**
None

- IV. Adjournment at 3:28p.m.**

Guam Community College

Faculty Senate Strategic Plan AY 2018-2019

ISMP	Goals	Strategy/Planning	Projected Completion	Remarks
4	<i>Lead and promote TEAM GCC during 2018 GOV GUAM Labor Day Picnic</i>	<ul style="list-style-type: none"> • Coordinate Committee Meetings • Attend GovGu Coordinating meetings • Promote Participation • Event Implementation • Issue Student Certificates 	Fall	Completed
1/3	<i>Promote student completion rates through Year Round Education Initiative</i>	<ul style="list-style-type: none"> • Meet with key stakeholders, faculty and administrators to devise a proposed plan and implementation • Co-lead with TPS Assoc Dean 	Fall / Spring	Article 25; pg 103
1/3	<i>Further enhance student services through mid-term grades report.</i>	<ul style="list-style-type: none"> • Continue work from pilot results toward implementation. • Gather and share input from faculty. • Update faculty on progress 	Fall / Spring	Meet with Registrar on pilot data
1/3	<i>Launch new institutional initiatives to strengthen student advisement and completion rates. (Degree Works, Guided Pathways, articulation proposals, etc.)</i>	<ul style="list-style-type: none"> • Meet with key stakeholders for on-going development and implementation on Banner • Communicate information / feedback between Banner leaders and faculty. 	Fall / Spring	Maintain updates on Faculty Senate web-page.
2	<i>Continuously advocate academic concerns from faculty.</i>	<ul style="list-style-type: none"> • Coordinate academic concerns through proper channels and committees. • Meet with faculty to address academic issues and seek resolutions. • Participate or involve key stakeholders in resolving faculty / academic program concerns/recommendations. (AVP, Deans, DC's, faculty, etc.) 	Fall / Spring	Establish Faculty Senate Office Hours
3	<i>Promote faculty senate recruitment to establish a full senate for AY 19-20</i>	<ul style="list-style-type: none"> • Promote participatory governance • "Face to Face" / electronic "call out" for participation • Survey faculty for suggestions to fill vacant faculty senate positions. 	Fall / Spring	Seek faculty volunteer to spearhead faculty survey
3/4	<i>Sustain faculty voice and presence through collaborative participation (Internal and External)</i>	<ul style="list-style-type: none"> • Participate in college sponsored academic events / Meetings (AAD / RTF / College Assembly/Graduation) 	Fall / Spring	

		<ul style="list-style-type: none"> • Internal: Participate in college sponsored academic events and internal meetings. (AAD, Resource-Planning-Facilities (RPF), College Assembly and Graduation) • External: Represent faculty voice, when appropriate, with stakeholders like non-profit organizations, legislature, policy boards, etc. 		
3	<i>Conduct faculty senate meetings with faculty.</i>	<ul style="list-style-type: none"> • During Union meetings • DC meetings • Individual faculty meetings • Faculty Senate Announcements / Updates via MyGCC • Weekly AAD Meetings 	Fall/Spring	



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Minutes

Wednesday, October 3, 2018

Faculty Senate Office, C2

@ 3:00 p.m.

I. Meeting called to order @ 3:00 p.m.

II. Open Discussion/Announcements

- A. Strategic Plan – R. Tyquiengco will review the Strategic Plan and brief JP Roberto on status of each category. He will discuss the outstanding categories with JP Roberto. B. Blas will send a copy of the plan to JP Roberto and R. Tyquiengco.
- B. Faculty Recruitment – need to recruit at least one (1) more senator.
- C. External Evaluation Report – JP Roberto discusses issues and concerns regarding Article XXVI; year round education. JP Roberto suggested that R. Tyquiengco and he be sent to a conference to learn the how to mechanics of year round education. R. Tyquiengco will handle the Secondary Education and JP Roberto will handle the Post-Secondary Education. R. Tyquiengco suggested to invite F. Tupaz and C. Torres II to the next scheduled Faculty Senate meeting to discuss issues or concerns they may have regarding year round education.
- D. Banner Committee – JP Roberto reported that T. Quinata suggested for him to join the Banner Committee. R. Tyquiengco suggested to recruit faculty to represent faculty in the committee.
- E. Faculty Strong Event – R. Tyquiengco suggested to continue the planning for this event. JP Roberto will speak to D. Cruz regarding design for t-shirts.

III. Next Meeting

Tuesday, 10/09/2018 or Thursday, 10/11/2018 @ 3:00p.m.

IV. Adjournment at 3:32p.m.

GUAM COMMUNITY COLLEGE
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Minutes

Friday, October 12, 2018

Faculty Senate Office, C2

@ 3:00 p.m.

I. Meeting called to order @ 3:05 p.m.

II. Old Business

- A. Strategic Plan – R. Tyquiengco reviewed the Strategic Plan and briefed JP Roberto on status of each category. JP Roberto will list all outstanding issues or concerns. As soon as he finalizes the plan he will present a copy to the VPAA. JP Roberto will send a request for his office hours to be posted on the GCC website.
- B. Faculty Strong Event – R. Tyquiengco suggested to continue the planning for this event. JP Roberto will speak to D. Cruz regarding the design for t-shirts. This event is scheduled for Friday, November 16, 2018 @ 4:00pm in the Student Center Training Room, 5108. B. Blas will verify if the Student Center Training Room is available for this event.

III. New Business

- A. RPF Committee Faculty Representative – F. Tupaz submitted a memo that stated the following individuals were representative for RPF Committee: Frederick Tupaz, Carl Torres II, and J Pete Roberto. JP will request for R. Tyquiengco to be his alternate for Faculty Senate.
- B. Secondary and Post- Secondary Faculty – Faculty Senate will meet with faculty members to discuss any issues or concerns they may have. R. Tyquiengco will send an email to faculty the secondary faculty for any issues or concerns they may have.
- C. Call meeting with Department Chairs – JP Roberto would like to call a meeting with Department Chairs to discuss any faculty issues or concerns.

IV. Adjournment at 3:28p.m.



FACULTY SENATE

"Faculty Strong!"

Agenda

DATE: February 12, 2019	LOCATION: LRC Classroom	TIME: 9:00 a.m.
J. Peter Roberto, FS President Ricky Tyquiengco, FS Senator Recorder: Bobbie Blas		
Type of Meeting: Regular		
TOPICS	Discussion/Notes	Action
I. Call to Order		
II. Welcome / Introduction		
III. New Business A. Faculty Senate Strategic Plan B. Student Recruitment Strategy C. GCC Wide Convocation & Recruitment Efforts		
IV. Announcements A. CTE Summit Feb 22-23, 2019 B. Progression Reports for Accommodative Students C. Other		
V. Adjournment		

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Tuesday, February 12, 2019

Learning Resource Center

@ 9:00 a.m.

I. Meeting called to order @ 9:00 a.m.

II. New Business:

A. Faculty Senate Strategic Plan (See Attachment)

1. Year Round Education – Dr. Elizabeth Diego, TPS Associate Dean has been assigned by the VPAA to represent AAD. Collaboration between Dr. E. Diego and the Department Chairs have begun. A structured plan needs to be developed and faculty input is important. JP Roberto will call for a meeting with Faculty Union and the VPAA to discuss that a taskforce need to be created.
2. Institutional Initiatives to Strengthen Student Advisement and Completion Rates:
 - i. Degree Works – Training in session, more information will be forthcoming as more trainings will be conducted. This program is geared to assist with student advisement. R. Nanpei questioned, will this program be able to assist the secondary students with tracking of DCAPS data? Dean M. Chan responded, the transition between secondary to post-secondary is a different tracking system. It is possible that degree works might be able to consolidate the data, Dean M. Chan will have to verify with M. Montague (AIER Office) if it is possible.
 - ii. Career Pathways – students are being tracked from the start of their education to finish, 4 year program. JP Roberto is the faculty representative, he will provide more feedback and information. The end game is to promote completion rates. M. Schrage suggested to include the secondary components when discussing degree works and career pathways.
 - iii. Articulations with UOG – all issues and concerns should be forwarded to JP. Roberto. He will present issues and concerns to the next articulation meeting.
 - a. Currently the following courses are in articulation with UOG: Education, English, and Criminal Justice. An articulation work group is currently working on a more strategic way to approach UOG. General Education courses will also be reviewed and discussed as to which courses will be transferable.
 - b. M. Schrage suggested to consider including Hospitality and Tourism in articulation with UOG. Many students have transferred to UOG after conferring their degrees from GCC.
 - c. E. Ji would like to include the Korean Language to be transferable to UOG.

- B. Student Recruitment Strategy – everyone should be involved. Need to make the time to promote recruitment. Need to hold more meetings for collaboration. Suggestions and feedback from faculty members are as follows:**

1. Faculty from the secondary level are the front line for recruitment into the GCC programs. Secondary faculty becomes an instrument for recruitment.
 2. GCC needs of another Work Experience Coordinator. More students will be placed into the GCC secondary programs.
 3. Early Middle College is trying to work with Guam Department of Education for students to take GCC general education courses while they are in high school. Data needs to be gathered and reviewed for, how many students actually continue their career pathways and how many students switch?
 4. GCC needs a stronger marketing recruiting strategy.
 5. Attend senior parent night meetings.
 6. Reach for College program coordinators to visit the high school to promote GCC.
 7. Host a GCC Open House and invite the public and secondary level students (seniors).
 8. Clymer Program to articulate with the High Schools. At the end of every semester, H. Analista, prints out all the student progress report to determine which students qualify for the program. Then she sends out letters to invite the students to visit her office for further information and discussion.
 9. Provide high schools with the developmental courses.
- C. GCC Wide Convocation and Recruitment Efforts –
1. Identify a month (1 day, 2 days, or 1 week) for program recruitment.
 2. Set up a structured and more coordinated convocation. Suggested to change the name, for example: College Night.
- D. Registration Process – service time (too long) needs to be streamlined. Bring registration to the students (high schools).

III. Announcements:

- A. CTE Summit – Friday, February 22, 2019 & Saturday, February 23, 2019
- B. Progression Reports for Accommodative Students – JP Roberto sent out emails to Department Chairs. Monthly student progress reports due for accommodative students. Forms have been updated and sent.
- C. Midterm progress reports, please prepare for students to review.
- D. Spring semester final grades are due May 9, 2019. However, for graduates, deadline is from May 1, 2019 through May 6, 2019. Information will be posted on MyGCC website.
- E. Title IX Coordinator – R. Gary Hart, new coordinator.

IV. Adjournment at 10:30 a.m.



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Faculty Senate Strategic Plan AY 2018-2019

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Minutes

Friday, April 26, 2019

MPA

@ 3:30 p.m.

I. Meeting called to order @ 3:40 p.m.

II. Announcements:

A. JP Roberto – announced the following:

1. Need for technology – discussed at the AAD meeting and suggested that a wish list be provided. Department Chairs were informed that we will be meeting to further discuss this issue.
2. Foster Family Carnival – Friday, April 26, 2019, Student Center Courtyard from 4:00pm-8:00pm. \$10 per adult (children 12 and under are free).
3. Monday, May 06, 2019 – submission of committee interest.
4. Friday, May 10, 2019 – GCC Commencement, requested for all faculty members to be there by 3:00pm. All Department Chairs are asked to prepare there sign in sheets for graduation.

B. President Okada addressed the faculty and announced the following:

1. Thanked faculty for a great academic year and the success that the students have displayed throughout the academic year in both the Post-Secondary and Secondary levels.
2. Financial Situation – about 60% of FY2018 budget was received. Met with Governor Calvo in December 2018 to discuss, why the college is not receiving allotment? In March 2019, the college received 85% of FY2018 funding. GCC had a budget hearing in May 2018, Senator San Agustin requested for GCC to resubmit the budget. President Okada met with Senator San Agustin to discuss, “why is he asking for the college to resubmit the budget? He’s response was, “because during the hearing there was a discussion regarding increments.” I asked, “How are you going to address the increments? He suggested, “On the next anniversary date give the increment.” The current understanding is as follows: June 01, 2019 – no adjustments will be given. Then in June 01, 2020 – give increments but no retroactive payment.
3. Currently seeking for new full-time faculty members.
4. Building 100 – please prepare by boxing and labeling all office items because they will be transferred into new building during the summer break. A list was provided to all faculty and staff moving into the new building.
5. Commencement Speaker – Lt. Governor Joshua Tenorio, graduated with Accounting through the Vocational Technical High School.
6. Acting Public Information Officer (PIO) for 90 days – Francisco Palacios. An announcement for this position will be posted on MyGCC website.
7. Associated of Science Degree in Practical Nursing – will begin Fall 2019 and currently recruiting faculty members.

8. Paramedics Program – in partnership with Kapeolani University. Half the course is done on Guam, then they continue at Kapeolani University.
 9. Active Shooter – Arrangements need to be made for employees training or refresher.
 10. Sexual Assault – Students are grateful of GCC's zero tolerance policy.
 11. Barrel Vault Walk Way – bid was awarded. Walk way between Allied Health and the Student Center building.
 12. DNA – going to be rewarded.
 13. Gym – bid will be available soon. Will present a report to the BOT for them to provide the bridge funding.
 14. Southern High School – requested for a HVAC Course. There is a possibility that the course will begin in Fall 2019. Currently only for Southern High School.
 15. Tiyan High School – requested for an expansion of Early Middle College.
 16. Summer Boot Camps – 3 programs: Ship Repair, Construction Trades and Truck Driving.
- C. T. Lizama – announced the training of Degree Works. Basically meant for Registrar and those who work behind the registration process. Great program for advisor's. Students and advisors will be able to access this program. The program will roll out in July 2019. Hopefully there will be a training for all advisors.
- D. F. Palacios – announced the following:
1. Presentation of the ISMP 2020-2026 – The past College Assembly ideas have been combined and incorporated into the plan.
 2. New MyGCC Website – Official launch was on Friday, April 26, 2019. The following faculty members were recognized for their contribution of the website: Sally Sablan, C. Torres II, T. Lizama, and T. Unten.
- E. K. Uchima – provided information regarding assessment updates. Assessment will begin in Fall 2019. Assessment training will be done per department.
1. Programs – If programs are ready to be assessed, it will begin in Fall 2019. You will have one year to complete the assessment. Also only one SLO needs to be done. Additionally, you would have to choose one from the Idea Survey and one from the ISMP which must be completed within one year.
 2. Course – the following year, course will be done. You will have to choose an SLO from each course which must be completed within one year.
 3. Curriculum Review – courses will be reviewed and updated. Verify if outdated.
- F. J. Sunga – CRC update, training will be provide when a request is made. Requested for more faculty involvement. The process is a little different, such as inviting the author to meet with the committee.
- G. J. Munoz – Professional Development Resource Committee (PDRC) Chair announced the following:
1. AY2019-2020 Committee members: Tico Tenorio, ToniRose Concepcion, Jose Munoz, and Jonah Concepcion – Chair Elect
 2. Funding is still available and still accepting applications which are available on MyGCC website.
- H. P. Pangelinan – Advancement In Rank (AIR) Committee Chair, announced the following:
1. Three promotions: Professor: Tico Tenorio and Associate Professors: Yvonne Tam and Marivic Schrage.
 2. Sungage Unlimited – digital and cheaper, highly encouraged to purchase to save money.

III. Adjournment at 4:35 p.m.